

**MAINTENANCE ASSOCIATION OF WHISPERING LAKES RANCH  
QUARTERLY BOARD EXECUTIVE MEETING MINUTES  
HCMS OFFICES LOCATED AT 17049 EL CAMINO REAL, SUITE 100 HOUSTON TEXAS  
77058**

**January 23, 2017**

The January 23, 2017 quarterly board executive meeting for the Maintenance Association of Whispering Lakes Ranch was called to order at 6:10 P.M. at the office of Houston Community Management Services. Board members Steve Glenn, Roy Hunter, Jeff Farmer, Chad Jordan and Pete Bauer were present. Monica Stewart from HCMS were present. Monica Stewart recorded the meeting minutes.

**EXECUTIVE SESSION**

A quorum of board members was verified and the meeting was called to order at 6:10 PM.

Delinquency Report Reviewed

Attorney Status Report Reviewed

DR reports Reviewed

Steve Glenn made a motion to adjourn the executive at 6:57 pm. Pete Bauer seconded and the motion was carried unanimously. All business for the Executive Session was not finished and will commence after the General Session.

**Approved:** \_\_\_\_\_  
Board Member Date

**MAINTENANCE ASSOCIATION OF WHISPERING LAKES RANCH  
QUARTERLY BOARD GENERAL MEETING MINUTES  
HCMS OFFICES LOCATED AT 17049 EL CAMINO REAL, SUITE 100 HOUSTON TEXAS  
77058**

**January 23, 2017**

The January 23, 2017 quarterly board executive meeting for the Maintenance Association of Whispering Lakes Ranch was called to order at 7:02 p.m. at the office of Houston Community Management Services. Board members Steve Glenn, Roy Hunter, Jeff Farmer, Chad Jordan and Pete Bauer were present. Monica Stewart from HCMS were present. Monica Stewart recorded the meeting minutes.

Approximately five (5) homes were present at the Open Session.

**MINUTES**

A motion was made by Jeff Farmer to approve the minutes with corrections from October 24, 2016 quarterly board meeting. The motion was seconded by Roy Hunter and the motion passed unanimously.

**COMMUNITY UPDATE:**

- **Maintenance Projects:** Steve Glenn reported:
  - ❖ Maintenance of the wooden bridges in the community. Regular attention to preserve them is necessary but costly. The cost to maintain them has been almost half the total amount spent to build them. Alternative load-bearing material options are being considered for eventual replacement.
  - ❖ Pool repairs had been placed on temporary hold for the swim season are scheduled to begin. Repairs include: broken tile replacement, repair of coping on overspill, scaling removal at a cost of around \$950.
  - ❖ Front entrance lighting has repaired and upgraded to LED.
  - ❖ A boulder is currently being used to deter traffic from entering through the exit gate. Homeowners asked to offer suggestions about limiting access to the community and preventing people without codes or remotes from piggy backing other vehicles. The installation of a curb to replace the boulder permanently. Concerns about drainage to be addressed if this solution is adapted.
  - ❖ Concrete Repairs under consideration include; curb at exit gate, retaining walls at entrance and lake sidewalks.
- **Landscaping Committee:** Johnnie Person reported that Terra Management is trying to have their crews complete the entire community in one or two days. They installed a winter color in December and she will continue to monitor their performance as they become familiar with the community.
- **Social Committee:** The Board of Directors will begin working with the Social Committee on a plan for 2017. More information to come and volunteers are encouraged.
- **Treasury Report:** Jeff gave a brief overview of the financials for 2016. Overages totaling \$90K for gate and tax expenses. Per the Internal Code Section 528, the 2015 sale of property will

be taxed at 30% flat rate thus resulting in an approximate cost of \$54K to the Association for 2016. Electric contract will be expiring and new rates will be reviewed for the Association.

- **Financial Audits 2011-2015:** The Audits have been completed and are available through HCMS upon request and will be provided in paper form only

**OLD BUSINESS/NEW BUSINESS:**

- Jeff Farmer reported that the monitor for the entrance is currently not working. Equipment is functional but the Board is looking at options to improve the systems longevity without incurring additional and unnecessary costs.

**ADJOURNMENT**

There being no further business, Steve Glenn motioned to adjourn the General Meeting, Roy Hunter seconded and the meeting was adjourned at 7:43 PM.

Approved: \_\_\_\_\_ Date \_\_\_\_\_  
Board Member

DRAFT