



FORREST LAKE TOWNHOUSE ASSOCIATION

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COMMUNITY NEWSLETER

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Special points of interest:

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- Security Info
- Electronic Maintenance Payments
- Outdoor Cooking
- House Rules
- Trash Collection & Recycling
- Committee Activities & Pool Etiquette

Home Page

All residents should become familiar with our home page website: www.Forrestlake.com. This contains our By-Laws governing the Forrest Lake Townhouse Association, Regulations and Rules, Board Meeting Minutes and other valuable documents. A welcome packet containing much of this information is routinely provided to the owner when a townhouse is purchased. New residents that have not received this packet may email the General Manager and request one.

New General Manager

We have a new General Manager in our Forrest Lake Office. Ms Mattie Arnold-Anderson was selected by the Board, and comes to us with multiple years of management experience. Please come to our next Board Meeting and introduce yourself to her. She can be reached via e-mail at office@forrestlake.com.

Security Info

Last autumn, as part of our Forrest Lake security program, we implemented a requirement that all vehicles belonging to residents be registered with the Office. A decal was issued to be displayed on the back window, so vehicles could be easily identified as belonging on our property. A few residents have not yet registered their vehicles, and notices will be sent, warning that a fine may be imposed for failure to comply with this program. Please email the office (Office@Forrestlake.com) in order to arrange to register a vehicle and obtain the decal. When a new vehicle is purchased, it should be registered with the office and a new decal obtained. Also, as a reminder our security company has started working the "summer" hours. And as always remember in an emergency please call 911 first, then the security guard.

Electronic Maintenance Payments

Forrest Lake uses Bill & Pay a secure online payment system that saves residents from writing a paper check every month, and ensures that HOA dues are received on time. It also saves our office manager the time required to process individual paper checks. Setting up an account is easy and will allow monthly dues to be sent electronically to Forrest Lake. Monthly notices are sent electronically when monthly account balances are sent. For more information contact the General Manager or go to: www.BillandPay.com.

Outdoor Cooking

Summer weather brings outdoor cooking for many residents, but safety must come first ... no open flames such as barbeque grills, whether traditional or gas/propane, or fire pits can be used in patios or driveways, as governed by City of Houston fire laws. All open fires must be at least 10' away from the townhouse, sheds, fences, or any structures.

House Rules

Due to the volume of work, it is necessary to require residents wishing to meet with the General Manager to make an appointment. This is best done by email, but if computer access is not available, a phone call will suffice.

To assure your requests for maintenance action are processed timely and accurately, please submit these in writing to the General Manager, either by email or by putting it into the drop box outside of the main door. Residents should not contact the maintenance staff directly to request services be performed.

Official Location of Notifications

Under the Texas Property Code, the Association must post notices in a conspicuous manner in a place located on the Association's common property. We post notices on the bulletin board in the mail room. Additionally, we also began sending via e-mail, the agenda prior to each board meeting. If you are not currently receiving e-mail from FLTA, please contact the office so we can update your e-mail address.

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Pool Etiquette

Our beautiful pool is already in use due to the great weather, and our rules are designed to help everyone enjoy it, for safety and to comply with city regulations. The pool hours are 7:00 a.m. until 10:00 p.m. every day but Monday, and other days when closure signs are posted.

The rules are designed for safety and posted in the pool area; a copy of the rules was recently hung on the clip on your shed. Take a moment and read the posted rules when you first use the pool. Some new rules were adopted to comply with City of Houston and other regulatory agencies requirements.

- Access is by gate swipe card only, and pool gates must not be opened to anyone who does not have their own gate card.
- A maximum of four guests per townhouse are permitted in the pool area at any time.
- No child under the age of 12 may be in the pool area unless accompanied by a designated adult over the age of 18.
- Glass containers and food are not allowed in the pool area. Only swimwear is permitted in the pool. No cut-offs, t-shirts or jeans are permitted, as loose threads from these garments clog the water filters.
- Only officially trained Service Animals are permitted and must be wearing official designations. No birds, reptiles, cats or Emotional Support Animals are allowed in the pool area.
- No running, no loud radios, and no foul language are permitted in the pool area.
- Residents may demand that violators or trespassers leave the pool.
- Our Security Guard will be called when violations are observed, and the Houston Police Department may be called to remove trespassers.

Trash Collection and Recycling Program

Our trash collection and recycling vendor has experienced problems, resulting in our service being problematic. The Board has been discussing these problems with the company and exploring other vendors in order to have better service.

- **Trash:** All trash is to be enclosed in bags and placed in the containers provided for pick-up on scheduled days. Trash that doesn't fit in the containers should not be placed in the pick-up area until the night before the scheduled pick-up. Your neighbors don't enjoy looking at your trash and it has a tendency to blow around the property.

Recycling Program Information: Recycling is good for the planet and good for Forrest Lake, and we hope to have service properly restored soon.

- Recycle items that don't fit into the bins provided should not be placed outside until the night before the scheduled pick-up. These items tend to blow around into the alleys and neighbors' carports creating hazards and clutter.
- Recycled items should be loose, and plastic bags should never be used in our recycle program.
- Paper materials acceptable for recycling include most unsoiled paper, newspapers, computer paper, grocery bags (not plastic), catalogues, envelopes, junk mail.
- All containers, metal, paper, plastic, and glass, should be rinsed. Acceptable items include empty soda, juice & water bottles, beer & wine bottles, beer & soda cans, food containers, soap/detergent, shampoo containers, household cleaner containers.
- Unacceptable items that should not be placed in our recycle bins include: soiled pizza boxes, plastic bags, light bulbs, mirrors, soiled paper, Styrofoam, coat hangers, ceramics, paper towels, soiled facial tissues.

Committee Activities

The Social Committee's activities were curtailed due to Covid-19, but last autumn they hosted an ice cream party that was well attended with social distancing. Combined with the ice cream social was the annual christmas tree trimming activity, and a holiday cookie exchange. Folks who attended enjoyed the ice cream and the opportunities to see other residents. The annual holiday decorating contest was a success, with more homes and yards being decorated than in previous years.

A hot dog picnic was held in May, and a pool party was held in July. Our traditional Casino Night is scheduled for October. Look for more information on the clip on your shed.

The Maintenance Committee has been charged with identifying new colors to be used for the repainting of our buildings. Look for more information as their work progresses.

The Landscaping Committee inspected the property, assessing trees, flowers, bushes, etc. to determine damage resulting from winter storm Uri. Most bushes and plants did not suffer permanent damage, and the roses and azaleas bloomed beautifully. Most work has been completed on trimming trees and bushes, and removal of dead ones. The landscape contractor will be conducted the annual walk-about to determine what bushes and plants will be removed and assisted in planning for replacements. This is a slow process, but no area of our campus will be overlooked.

Important Phone Numbers:

General Manager (Mattie Arnold-Anderson):
713.681.3591
Office@Forrestlake.com
Security Cell Phone 713.201.5656

Board of Directors:

Brook Baker (President):
Philip Salerno (VP & Treasurer) :
Sam Gotsdiner:
Bob DeCesare (Secretary):
Cynthia Villanueva:
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