



FORREST LAKE TOWNHOUSE ASSOCIATION

5805 LUMBERDALE ROAD, HOUSTON, TX 77092

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BOARD MEETING AGENDA

May 21, 2026

Board Meeting: 7:00 pm – 8:00 pm

President:	Call Meeting To Order
Secretary:	Approval of Minutes From Previous Meeting
Social Committee:	Social Committee Report
Treasurer:	Treasurer Report
Maintenance:	Maintenance Report
Landscaping:	Landscaping Report
Security:	Security Report
Old Business:	None
New Business:	Pool Furniture
Adjourn	

FORREST LAKE TOWNHOUSE ASSOCIATION
EXECUTIVE SESSION OF THE BOARD OF DIRECTORS MEETING MINUTES

MAY 14, 2026

Discussed issues regarding the current status of Unit 227.

BOARD OF DIRECTOR'S MEETING MINUTES

MAY 21, 2026

PRESENT: Brook Baker, Rene Garcia, Jeff Weller, Pam Meerbrey

The meeting was called to order at 7:05 pm.

The April 16, 2026 meeting minutes were approved electronically on April 22, 2026.

SOCIAL COMMITTEE REPORT:

- See attached report hereto and made part of these minutes for the May 21, 2026 meeting.

TREASURER REPORT:

- See attached report hereto and made part of these minutes for the May 21, 2026 meeting.

MAINTENANCE REPORT:

- See attached report hereto and made part of these minutes for the May 21, 2026 meeting.

LANDSCAPING REPORT:

- None.

SECURITY REPORT:

- See attached report hereto and made part of these minutes for the May 21, 2026b meeting.

OLD BUSINESS:

- None..

NEW BUSINESS:

- Purchase of new pool umbrellas will be put off until after pool season is over.

The meeting was adjourned at 7:23 pm.

Social Committee Report – May 2026

The Social Committee met on Monday, May 11, 2026 led by Reecie, with members Patti, Marilyn, Lee, Sherri and Sam present. Evie texted her absence.

June 6th – combined events of Game Day, hot dog festival, and celebration of 50th anniversary of FLTA completion date.

Patti has done research and shopping; key chains to be given at door, and she agreed to the greeter, handing them out and asking people to sign in. Amazon and Arnes are her sources for other items she has identified and approved by the committee.

Lee designing a digital display of pictures and items showing FLTA in the early years.

Marilyn and Sherri to be the chefs; Sherri is lending her barbeque pit. Sam will request that our maintenance staff bring the pit over on Friday, June 5th and park it in the club house for easy access on Saturday.

Reecie to purchase hot dogs, buns, ketchup, mustard, relish, sodas, water.

Marilyn bringing onions, chili, cheese, and a dessert.

Patti baking a cake.

Evie will be “official” photographer, and will post on websites.

10:00 am set up & decorate; all committee members are asked to assist.

1:00 pm committee to arrive, final food set-up and preparations to greet residents.

Encourage committee and residents to dress in style of the 1970's.

Other events:

August 1st – game day

No game day in September; holiday weekend

Sunday, September 27th, Ice cream fest. Starting at 4:00 pm until gone, or budgeted amount of \$750.00 is exhausted

Bingo to be scheduled for an evening event, as Saturday/game day was not well attended.

Casino night not planned for this fiscal year, as not well attended.

Expense report \$2969.57 remaining in our budget.

Next meeting is Monday, June 8th

submitted by sam

may 18, 2026

Infrastructure Fund Contribution	Nov2025	Dec2025	Jan2026	Feb2026	Mar2026	Apr2026	May2026	Jun2026	Jul2026	Aug2026	Sep2026	Oct2026	FY2026 YTD	Budget YTD	% of Budget YTD
Total Other Expense	833.33	833.33	833.33	833.33	833.33	833.33	0.00	0.00	0.00	0.00	0.00	0.00	4,999.98	4,999.98	100.00%
90006 - New Roofing Fund Dividend	3,263.33	3,263.33	3,263.33	3,263.33	3,263.33	3,263.33	0.00	0.00	0.00	0.00	0.00	0.00	19,579.98	19,579.98	100.00%
Net Income	0.04	2,989.04	0.00	0.09	2,945.24	0.16	0.00	0.00	0.00	0.00	0.00	0.00	5,934.71	0.00	142.36%
	41,381.43	-5,061.89	-569.18	-1,182.88	4,010.97	24,953.56	0.00	0.00	0.00	0.00	0.00	0.00	56,706.67	80,726.04	
Aging Report:															
Over 30 Days - Total	3,676.00	1,974.00	584.96												
Over 30 Days - Maintenance & Assoc. Fees	1,876.00	1,600.00	2,073.00		1,382.00	1,849.50									
Over 60 Days - Total	1,320.00	3,816.46	2,309.00												
Over 60 Days - Maintenance & Assoc. Fees	1,320.00	1,600.00	1,320.00		1,815.00	1,360.00									
Over 90 Days - Total	100,346.00	97,535.86	102,727.32												
Over 90 Days - Maintenance & Assoc. Fees	34,849.00	48,135.82	34,849.82		103,739.28	105,554.28									
Total	105,342.00	103,326.32	105,621.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Total - Maintenance & Assoc. Fees	38,045.00	51,335.82	38,242.82	0.00	106,936.28	108,763.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Treasurer's Report for the Month of May 2026

1. Please see the attached Financial Report through April 30, 2026:
 - Total Income (accrued) for the month was \$101,917.37
 - Total Expenses were \$73,700.64
 - Accounts Payable was \$12,399.41
 - Roofing Fund transfer was and the Infrastructure Fund transfer was \$2430.00 and \$833.33 respectively
 - This yielded a Net Accrual Income of after the transfers to the Funds \$24,953.56
 - The budget performance for the fiscal year is
 - Total Income \$592,264.23
 - Total Expenses \$535,557.56
 - Net Accrual Income at \$56,706.67 indicating that we are below the approved budget.

2. The account aging continues to fluctuate from month to month with over 30 days increased, over 60 days decreased and over 90 days increased from the previous month.

3. As of April 30, 2026 the balances are:
 - Checking account \$79,229.84
 - Savings account \$202,470.13
 - Infrastructure Fund \$5,783.00
 - Undeposited Funds \$7,200.00
 - Roofing Fund Savings account \$19,420.83
 - Share account and Roofing Fund CDs \$5.00 and \$346,579.44 are respectively, yielding a total for the Roofing Funds of \$366,005.27
 - Accounts Receivable \$131,063.78

4. Attached is the Late Payment & Fines Report for April 2026. There are multiple owners not in compliance with the Proof of Insurance Resolution as indicated in the Fines section. Foreclosures are proceeding with one homeowner.

5. Reminder letters were sent to homeowners whose insurance policies expire in January and February. Those owners who are not in compliance are submitted for a \$200/month fine and an Administrative Fee of \$25.

6. Letters regarding expired leases were sent to owners and all owners are in compliance.

7. Capital projects have begun according to the plan and budget.

Maintenance Report May 2026

❖ 10 Maintenance cases opened: 4/01/2026 – 4/30/2026

Category	Number of Tickets
Gutters	1
Key	1
Landscaping	1
Lighting	4
Maintenance	2
Plumbing	1
Total	10

17 cases closed:

Category	Number of Tickets
Key	1
Landscaping	1
Lighting	9
Maintenance	1
Painting	5
Total	17

1 cases remain open:

Category	Number of Tickets
Painting	1
Total	1

❖ Active maintenance Projects:

- Maintenance has started painting again in December
- Tree trimming has been completed

❖ Daily / Weekly Preventative Maintenance: Pool maintenance, Lake maintenance, Pet 'Pooper Scooper', Fountains, Clubhouse, Community Lights

Security Report for the Month of May 2026

- 04/13/26 ♦S/O assisted EMS to dwelling unit.
- 04/14/26 ♦Known contractor & S/O flagged and assisted HFD and EMS on site to locate dwelling unit. ♦S/O & I identified a former resident who didn't return pool keys. (now deactivated)
- 04/15/26 ♦S/O issued parking violation
- 04/16/26 & 04/17/26 ♦Vagrant on foot was prohibited from FTLA entry.
- 04/18/26 ♦S/O advised non-residents of future trespassing may result HPD call and riding mini motor bikes on sidewalk prohibited around lake who then stopped to harass ducks. (no fowl harmed)
- 04/22/26 ♦S/O issued violation of fire zone parking
- 04/23/26 ♦S/O received resident call from someone breaking flowerpots behind carport. I assisted S/O with monitoring suspect. HPD called and arrived hours later. Case filed for trespassing.
- 04/25/26 ♦I received a mid-morning resident call of possible home being vandalized by eggs and possible theft of her vehicle. Volunteered & completed manual cleanup of geese eggs and was subsequently called about upper level clean up. Concluded geese nesting and hard rain/winds washed complete nest with eggs to lower level. Vehicle confirmed by HPD of non-theft.
- 04/26/26 ♦**gunfire/firearms** discharged and heard from behind Deihl Rd (non-property)
- 05/01/26 ♦S/O assisted resident with opossum chasing from back fence gate entrance.
- 05/02/26 ♦S/O enforced pool rules of identified resident wearing non-pool attire.
- 05/03/26 ♦S/O enforced pool rules of identified resident consuming food.
- 05/05/26 ♦3-1-1 case call made on 04/13/26 was successfully closed with HPD and I observed tow truck in the a.m. retrieving reported vehicle on Lumberdale Rd.
- 05/07/26 ♦Neighbors informed a resident who unintentionally parked in fire zone and relocated immediately.
- 05/08/26 ♦S/O identified Texas hammer worm behind carport.
- 05/11/26 ♦S/O found a set of keys in mailroom.
- 05/12/26 ♦Main Front Clubhouse door entrance left unlocked by attending book club/social committee.
♦ S/O issued numerous courtesy F.Y.I of HOA parking enforcement.

Vehicle registration resolution

Page 2, Paragraph 7

**** All registered vehicles parked or otherwise present in the Association Common Areas that do not have a valid tag may be towed after twenty-four (24) hours. No vehicle may be parked in Common Areas, excluding carports, for a period which exceed twenty-four (24) hours. All vehicles parked on the Association Common Areas other than in the carports that have not been moved at least ten (10) feet from the current location may be towed after twenty-four (24) hours. No notice is required; however, a parking ticket may be issued and placed on the vehicle. **All vehicles are towed at the vehicles owner's expense.** ****

Solution: parking on opposite side assists S/O to ensure vehicle 24-hour movement.

Solution: parking on Lumberdale Rd if planning to exceed 24 hours.

- 05/14/26 ♦S/O & I assisted resident to lure snake reported seen at back patio.
- 05/15/26 ♦S/O assisted resident of return snake at back patio. ♦Witness baby green heron fall from tree.
- 05/17/26 ♦S/O assisted club house guests to appropriately park and not block handicap/wheelchair ramp to prevent emergency vehicle access. ♦2nd report of fowl falling from tree.

♦S/O & I met and greeted new and existing residents to effectively connect and get acquainted with HOA security team on 04/29/26, 05/07/26, & 05/13/26.
