



FORREST LAKE TOWNHOUSE ASSOCIATION

5805 LUMBERDALE ROAD, HOUSTON, TX 77092

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BOARD MEETING AGENDA

July 16, 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:	2026 Annual Election
Adjourn	

FORREST LAKE TOWNHOUSE ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES

JULY 16, 2026

PRESENT: Kay Edwards, Rene Garcia, Brook Baker, Jeff Weller and Pam Meerbrey

The meeting was called to order at 7:03 pm.

The July 16, 2026 agenda was approved.

The minutes from the June 18, 2026 meeting were approved electronically on June 26, 2026.

SOCIAL COMMITTEE REPORT:

- See attached report hereto and made part of these minutes for the July 16, 2026 meeting.

TREASURER'S REPORT:

- See attached report hereto and made part of these minutes for the July 16, 2026 meeting.

MAINTENANCE REPORT:

- See attached report hereto and made part of these minutes for the July 16, 2026 meeting.

LANDSCAPING REPORT:

- Approved the topping of the damaged tree rather than removing it.

SECURITY REPORT:

- See attached report hereto and made part of these minutes for the July 16, 2026 meeting.

OLD BUSINESS:

- None

NEW BUSINESS:

- Begin preparing for the 2026 annual board election.

The meeting adjourned at 7:23 pm.

Social Committee Report – July 2026

The Social Committee met on Monday, July 13, 2026 led by Reecie, with members Patti, Evie, and Sam; Lee, Sherri Hallock-Caiafa and Keri not present.

Marilyn Camp has moved from Forrest Lake, so will no longer be a member of this committee. We will miss her!

Discussed planned events for the future:

- *August 1st – Game Day

- *September 27th, 4:00pm - Ice Cream fest

- *October 3rd – Game Day

- *October 24th - Bingo night; pending availability of club house

Discussed/brainstormed possible events, no decisions yet:

- *Painting With a Twist; will require registration and cash payment, non-refundable if person(s) do not attend.

- *Dance lesson/party, line dancing

- *Halloween party

- *Chair yoga

- *Knitting lessons

- *Craft fair

Next meeting August 10th.

submitted by sam
july 13, 2026

Treasurer's Report for the Month of July 2026

1. Please see the attached Financial Report through June 30, 2026:
 - Total Income (accrued) for the month was \$97,667.00
 - Total Expenses were \$64,510.79
 - Accounts Payable was \$10,522.91
 - 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 \$34,005.16
 - The budget performance for the fiscal year is
 - Total Income \$791,143.26
 - Total Expenses \$749,193.33
 - Net Accrual Income at \$41,949.93 indicating that we are below the approved budget.
2. The account aging continues to fluctuate from month to month with over 30 days decreased, over 60 days increased and over 90 days increased from the previous month.
3. As of May 31, 2026 the balances are:
 - Checking account \$50,808.30
 - Savings account \$192,473.43
 - Infrastructure Fund \$5,783.10
 - Undeposited Funds \$7,640.00
 - Roofing Fund Savings account \$19,421.16
 - Share account and Roofing Fund CDs \$5.00 and \$366,854.39 are respectively, yielding a total for the Roofing Funds of \$366,859.39
 - Accounts Receivable \$138,523.78
4. Attached is the Late Payment & Fines Report for July 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 if necessary. All owners are in compliance.
7. Capital projects have begun according to the plan and budget.

	Nov2025	Dec2025	Jan2026	Feb2026	Mar2026	Apr2026	May2026	Jun2026	Jul2026	Aug2026	Sep2026	Oct2026	FY2026 YTD	Budget YTD	% of Budget YTD
Assets:															
17000 - Wells Fargo (checking)	61,518.64	47,956.01	65,406.21	74,797.82	49,457.24	79,229.84	-4,094.19	50,808.30							
17500 - Wells Fargo (savings)	202,461.75	202,463.47	202,465.19	202,466.74	202,468.46	202,470.13	202,471.85	192,473.43							
Total Checking/Savings	<u>263,980.39</u>	<u>250,419.48</u>	<u>267,871.40</u>	<u>277,264.56</u>	<u>251,925.70</u>	<u>281,699.97</u>	<u>198,377.66</u>	<u>243,281.73</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			
Accounts Receivable	104,191.32	107,671.28	108,836.28	109,876.28	109,283.78	114,063.78	116,588.78	98,878.78							
Other Current Assets:															
11600 - Infrastructure Fund	3,282.84	3,282.87	3,282.90	3,282.92	5,782.95	5,783.00	5,783.05	5,783.10							
14990 - Undeposited Funds	10,000.00	9,200.00	10,000.00	7,800.00	9,490.00	7,200.00	10,355.00	7,640.00							
18000 - Wells Fargo New Roofing Fund	12,130.24	12,130.35	12,130.45	12,130.54	19,420.67	19,420.83	19,421.00	19,421.16							
18500 - Greater Texas CD (60 month)	52,690.17	53,233.45	53,233.45	53,233.45	53,770.34	53,770.34	53,770.34	53,770.34							
18520 - Greater Texas CD (60 month)	52,530.59	53,116.38	53,116.38	53,116.38	53,695.76	53,695.76	53,695.76	53,695.76							
18530 - Greater Texas CD (60 month)	71,176.10	71,909.99	71,909.99	71,909.99	72,635.24	72,635.24	72,635.24	72,635.24							
18540 - Greater Texas CD (60 month)	46,492.29	46,961.09	46,961.09	46,961.09	47,417.45	47,417.45	47,417.45	47,883.39							
18545 - Greater Texas CD (60 month)	46,299.92	46,703.13	46,703.13	46,703.13	47,100.98	47,100.98	47,100.98	47,100.98							
18546 - Greater Texas CD (60 month)	22,694.63	22,740.44	22,740.44	22,740.44	22,785.34	22,785.34	22,785.34	22,960.57							
18547 - Greater Texas CD (60 month)	48,761.70	48,969.85	48,969.85	48,969.85	49,174.33	49,174.33	49,174.33	49,381.95							
18550 - Greater Texas Share Account	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00							
Total Other Current Assets	<u>366,063.48</u>	<u>368,252.55</u>	<u>369,052.68</u>	<u>366,852.79</u>	<u>381,278.06</u>	<u>378,988.27</u>	<u>382,143.49</u>	<u>380,277.49</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			
Total Assets	734,235.19	726,343.31	745,760.36	753,993.63	742,487.54	774,752.02	697,109.93	722,438.00	0.00	0.00	0.00	0.00			
Liabilities:															
20000 - Accounts Payable	6,638.85	376.30	14,989.10	24,307.21	4,476.82	12,399.41	0.00	10,522.91							
21600 - Maintenance Fees Paid In Advance	20,270.00	21,600.00	23,600.00	20,425.00	20,875.00	17,000.00	19,200.00								
24500 - Security Deposits	203,658.43	203,388.43	203,498.43	203,498.43	204,098.43	204,098.43	204,148.43	204,148.43							
Total Liabilities	<u>230,567.28</u>	<u>225,364.73</u>	<u>242,087.53</u>	<u>248,230.64</u>	<u>229,450.25</u>	<u>233,497.84</u>	<u>223,348.43</u>	<u>214,671.34</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			
PROFIT & LOSS:															
Income:															
Total Income	97,932.26	98,247.42	98,107.50	97,942.27	98,117.41	101,917.37	101,212.11	97,667.00	0.00	0.00	0.00	0.00	791,143.26	790,778.04	100.05%
Expense:															
Total Expenses	53,287.54	103,035.02	95,413.35	95,861.91	93,788.35	73,700.64	168,704.96	64,510.79	0.00	0.00	0.00	0.00	747,677.17	795,371.98	94.00%
Net Ordinary Income	44,644.72	-4,787.60	2,694.15	2,080.36	4,329.06	28,216.73	-67,492.85	33,156.21	0.00	0.00	0.00	0.00	43,466.09	-4,593.94	-946.16%
Other Expense:															
Bad Debt Write Off	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00	
Roofing Fund Contribution	2,430.00	2,430.00	2,430.00	2,430.00	2,430.00	2,430.00	2,430.00	2,430.00					19,440.00	19,440.00	100.00%

	Nov2025	Dec2025	Jan2026	Feb2026	Mar2026	Apr2026	May2026	Jun2026	Jul2026	Aug2026	Sep2026	Oct2026	FY2026 YTD	Budget YTD	% of Budget YTD
Infrastructure Fund Contribution	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33					6,666.64	6,666.64	100.00%
Total Other Expense	3,263.33	3,263.33	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	26,106.64	26,106.64	100.00%
90006 - New Roofing Fund Dividend	0.04	2,989.04	0.00	0.09	2,945.24	0.16	0.17	848.95					5,934.71	0.00	
Net Income	41,381.43	-5,061.89	-569.18	-1,182.88	4,010.97	24,953.56	-70,756.01	30,741.83	0.00	0.00	0.00	0.00	17,359.45	-30,700.58	-176.85%
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												
Over 60 Days - Total	1,320.00	3,816.46	2,309.00		1,382.00	1,849.50	3,120.00	2,623.00							
Over 60 Days - Maintenance & Assoc. Fees	1,320.00	1,600.00	1,320.00		1,815.00	1,360.00	602.50	1,320.00							
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	108,071.28	34,849.82							
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			
Total - Maintenance & Assoc. Fees	38,045.00	51,335.82	38,242.82	0.00	106,936.28	108,763.78	111,793.78	38,792.82	0.00	0.00	0.00	0.00			

Maintenance Report July 2026

❖ 21 Maintenance cases opened: 6/01/2026 – 6/30/2026

Category	Number of Tickets
Gutters	1
Landscaping	2
Lighting	8
Maintenance	4
Pest Control	2
Roofing	3
Siding	1
Total	21

19 cases closed:

Category	Number of Tickets
Gutter	1
Landscaping	2
Lighting	6
Maintenance	4
Pest Control	2
Roofing	4
Total	19

1 cases remain open:

Category	Number of Tickets
Gutter	1
Total	1

❖ Active maintenance Projects:

- Maintenance has completed painting for the year
- 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 July 2026

Wishing You a Fantastic Summer from Forrest Lake Townhomes Association!

- 06/16/26 ♦ Informed listing agent regarding damaged front door of a vacant unit and HOA immediately secured property after onsite H.P.D conducted walk through.
- 06/22/26 ♦ pool rule enforcement – friendly reminder of pool closed for cleaning & maintenance
- 06/25/26 ♦ 2 residents reported an FTLA resident honking in the form of verbal road rage.
- 06/26/26 ♦ pool rule enforcement – friendly reminder of no food allowed in pool area ♦♦ Fire and Safety Hazard regarding 2 suspects conducting an act of illegal discharge or possession of fireworks in the City of Houston as confirmed. Called H.P.D non-emergency.
- 07/01/26 ♦ Residents reported on site solicitor.
- 07/04/26 ♦ Pre Sundown Security Integration for residents to meet the on-duty security officer to significantly boost overall community trust and cooperation.
- 07/12/26 ♦ pool rules enforcement – friendly reminder of proper with swimwear.
- 07/13/26 ♦ Reported by onsite contractor of their commercial vehicle burglarized. ♦♦ Resident concerned of commercial vehicle parked on Lumberdale Rd. ♦♦♦ Resident advised of overnight commercial vehicle parking on FTLA private streets. ♦♦♦♦ Resident report another commercial vehicle parking on FTLA private streets.

# Vehicles Cited			
	Fire Zone	> 24 hour	Behind Carport
06/17/26		1	
06/25/26		1	
07/02/26			1
07/03/26		1	
07/08/26		1	
07/09/26			2
07/10/26	2		
07/12/26		4	

Farm Report:

- 06/19/26 – S/O safely deterred the Fowl harassing a resident's dog while walking. Reminding aggressive fowl—like overprotective geese or territorial Muscovy ducks—that their "Freedom To Loiter Around" (FTLA) is a strict privilege is the exact boundary setting they need
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