



FORREST LAKE TOWNHOUSE ASSOCIATION

5805 LUMBERDALE ROAD, HOUSTON, TX 77092

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BOARD MEETING AGENDA

August 20, 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 Election Committee Member Announcement Hard Disk Drive Replacement (Security)
Adjourn	

FORREST LAKE TOWNHOUSE ASSOCIATION
BOARD OF DIRECTORS MEETING MEETING MINUTES
AUGUST 20, 2026

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

The August 20, 2026 agenda was approved.

The July 16, 2026 meeting minutes were approved on July 21, 2026.

SOCIAL COMMITTEE REPORT:

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

TREASURERS 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:

- None.

SECURITY REPORT:

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

OLD BUSINESS:

- None

NEW BUSINESS:

- The 2026 Election Committee Members were announced, will be posted in mailroom.
- Hard disc replacement for security was approved.

The meeting was adjourned at 7:24 pm.

Social Committee Report – August 2026

The Social Committee met on Monday, August 10, 2026, led by Reecie, with members Patti, Evie, Lee, and Sam; Sheri and Keri not present.

Discussed planned events for the future:

Game Day for September is cancelled as this is Labor Day weekend/holiday.

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

*October 3rd – Game Day

*October 24th - Bingo night. Lee named as our "caller" since he did such a good job last time. Reecie to purchase gift cards as prizes for winners. Drinks and ice to be provided; residents provide own adult beverages. Maintenance staff will be asked to set-up club house for us.

Next meeting September 14th.

submitted by sam

august 17, 2026

Treasurer's Report for the Month of Aug 2026

1. Please see the attached Financial Report through July 31, 2026:
 - Total Income (accrued) for the month was \$100,192.23
 - Total Expenses were \$96,537.27
 - Accounts Payable was \$10,916.18
 - 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 \$3,654.96
 - The budget performance for the fiscal year is
 - Total Income \$891,335.49
 - Total Expenses \$840,836.69
 - Net Accrual Income at \$50,498.80 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 July 31, 2026 the balances are:
 - Checking account \$46,285.85
 - Savings account \$202,475.07
 - Infrastructure Fund \$5,783.10
 - Undeposited Funds \$8,400.00
 - Roofing Fund Savings account \$31,571.32
 - Share account and Roofing Fund CDs \$5.00 and \$349,715.29 are respectively, yielding a total for the Roofing Funds of \$381,286.61
 - Accounts Receivable \$136,187.78
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	46,285.85						
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	202,475.07						
Total Checking/Savings	263,980.39	250,419.48	267,871.40	277,264.56	251,925.70	281,699.97	198,377.66	243,281.73	248,760.92	0.00	0.00	0.00			
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	111,232.78						
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	5,783.14						
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	8,400.00						
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	31,571.32						
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	54,318.70						
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	54,288.00						
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	73,375.99						
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	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	47,506.69						
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	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	49,381.95						
18550 - Greater Texas Share Account	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00						
Total Other Current Assets	366,063.48	368,252.55	369,052.68	366,852.79	381,278.06	378,988.27	382,143.49	380,277.49	395,474.75	0.00	0.00	0.00			
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	755,468.45	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	10,916.18						
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		24,955.00						
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	205,888.43						
Total Liabilities	230,567.28	225,364.73	242,087.53	248,230.64	229,450.25	233,497.84	223,348.43	214,671.34	241,759.61	0.00	0.00	0.00			
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	100,192.23	0.00	0.00	0.00	891,335.49	889,625.28	100.19%
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	96,537.27	0.00	0.00	0.00	840,836.69	886,067.27	94.90%
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	3,654.96	0.00	0.00	0.00	50,498.80	3,558.01	1419.30%
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	2,430.00				21,870.00	21,870.00	100.00%
Infrastructure Fund Contribution	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33	833.33				7,499.97	7,499.97	100.00%

	Nov2025	Dec2025	Jan2026	Feb2026	Mar2026	Apr2026	May2026	Jun2026	Jul2026	Aug2026	Sep2026	Oct2026	FY2026 YTD	Budget YTD	% of Budget YTD
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	3,263.33	0.00	0.00	0.00	29,369.97	29,369.97	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	0.16				9,071.05		
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	391.79	0.00	0.00	0.00	21,128.83	-25,811.96	-122.16%
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	3,120.00	2,623.00							
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	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 August 2026

❖ 25 Maintenance cases opened: 7/01/2026 – 7/31/2026

Category	Number of Tickets
Gutters	1
Irrigation	2
Key	1
Landscaping	4
Lighting	7
Maintenance	3
Pest Control	2
Roofing	5
Total	25

26 cases closed:

Category	Number of Tickets
Gutter	1
Irrigation	2
Key	1
Landscaping	4
Lighting	9
Maintenance	3
Pest Control	2
Roofing	3
Siding	1
Total	26

1 cases remain open:

Category	Number of Tickets
Roof	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 August 2026

07/16/26 ♦EMS and HFD onsite for a resident medical emergency. ♦♦ S/O observed unleashed dog.
07/17/26 ♦1st x trespassing warning – 2 females near lake
07/24/26 ♦2 neighboring residents trash accrual from moving affected drive alley with debris.
07/25/26 ♦Pool rule enforcement (Proper bathing attire) Resident complied
07/26/26 ♦EMS and HFD onsite to access a resident fall.
07/30/26 ♦S/O observed a resident vehicle rear sliding door fully open.
08/01/26 ♦Resident informed S/O of healthcare and hospital self-transport.
08/02/26 ♦Pool guests/residents were observed removing broken buoy rope from the deep separation.
08/04/26 ♦HFD onsite for cigarette incident in patio. ♦♦ Pool residents advised evacuating during thunderstorms/lightning.
08/06/26 ♦Resident reported a trespassing incident who jumped the wrought iron fence off W. Tidwell Rd.
♦♦ Resident requesting security to secure a mail parcel.
08/09/26 ♦Resident reported missing item from vehicle.
08/13/26 ♦Pool rule enforcement (Pool use prohibited after 10pm) S/O informed resident who refused to comply immediately.
08/17/26 ♦Keys found in common area and located resident.

# Vehicles Cited			
	Fire Zone	> 24 hour	Behind Carport
07/15/26		1	
08/17/26		1	
08/18/26		1	
TTL		3	

Farm Report: 08/17/26

Subject: Special New Residents on the Lake!

Hi Neighbors,

We have some very cute new additions to our community! A mother duck just hatched 10 tiny baby ducklings down by the lake.

As they explore the grounds, please remember to:

- **Drive slowly** on neighborhood streets.
- **Keep dogs leashed** near the water.
- **Do not feed** them bread or human snacks.

Let's keep our new little feathered friends safe and happy. Enjoy the cute sights!

