FORREST LAKE TOWNHOUSE ASSOCIATION
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BOARD MEETING AGENDA

September 18, 2025

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:	2025 Annual Election
New Business:	None

Adjourn

NOTE: There will be no Questions & Answer session after the Board meeting.

MEET THE CANDIDATES FORUM AGENDA

September 18, 2025

After Board Meeting Adjourns at Approximately: 8:00 pm – 9:00 pm

Meet the Candidates

FORREST LAKE TOWNHOUSE ASSOCIATION

BOARD OF DIRECTORS MEETING

September 18, 2025

PRESENT: Philip Salerno, Brook Baker, Jeff Weller, Kay Edwards and Pam Meerbrey

The meeting was called to order at 7:01 pm.

The August 21, 2025 meeting minutes were approved electronically on August 28, 2025.

The September 18, 2025 agenda was amended to include mold and pest control bids for the clubhouse.

The September 18, 2025 agenda was approved as amended.

SOCIAL COMMITTEE:

- See attached report hereto and made part of these minutes for the September 18, 2025 meeting.

TREASURER REPORT:

- See attached report hereto and made part of these minutes for the September 18, 2025 meeting

MAINTENANCE REPORT:

- See attached report hereto and made part of these minutes for the September 18, 2025 meeting.

LANDSCAPING REPORT:

- Addressed various landscaping issues as requested.

SECURITY REPORT:

- See attached report hereto and made part of these minutes for the September 18, 2025 meeting.

OLD BUSINESS:

- Ballots were mailed out to all homeowners.
- The Meet the Candidates event will be held after the board meeting at 8:00 pm.

NEW BUSINESS:

- Bids will be requested for mold and pest inspections in the club house.

The meeting was adjourned at 7:36 pm.

Social Committee Report – September 2025

The Social Committee met on Thursday, September 8, 2025 led by Reecie, with members Lee, and Sam present.

September game day had minimal attendance; speculated that college football games took precedence.

Future events:

next game day on Saturday, October 4th from from 2-5 pm. Residents to bring some of their own games to share, and refreshments for themselves.
December 2nd, holiday decorating of club house and christmas trees.

Cookie exchange in conjunction with the holiday decorating event; will request that Evie coordinate this as she has in the past.

December 31st, New Years Eve Party; disc jockey already reserved. Hours set for 8:30 pm. to 12:30 am. Will be a "**BYOE**"… **B**ring **Y**our **O**wn **E**verything… beverages and snacks. Social Committee to provide ice and champagne. Reecie will be at the early part of the evening, but will not be staying for the midnight toast etc. Sam will be there for the latter part of the evening, with key.

Considering an ice cream event in October. Reecie has discussed this with Sweet Ride and we'll hear of their availability soon. Spoke to Kim and she is available Oct 26th 4pm to 6pm. We will need make the clubhouse available

Approximately $1500.00 remains in our budget for activities this fiscal year; expenses must be submitted for reimbursement and paid NLT October 31, 2025.

submitted by sam
september 15, 2025

Addendum – Social Committee Report Sept. 2025

Post meeting, Reecie was able to speak with Kim and *Sweet Rides* is available on Sunday,Oct 26th 4pm to 6pm. We will have an autumn ice cream party!

sam gotsdiner

Treasurer's Report for the Month of September 2025

1. Please see the attached Financial Report through August 31, 2025:
   - Total Income (accrued) for the month was $102,368.40
   - Total Expenses were $94,357.12
   - Accounts Payable was $8011.28
   - Roofing Fund transfer was $2430.00 and the Infrastructure Fund transfer was $833.33
   - This yielded a Net Accrual Income of $4747.98 after the transfers to the Funds
   - The budget performance for the fiscal year is Total Income at 102.71%
   - Total Expenses at 97.89%
   - Net Accrual Income at -35.88% indicating that we are below the approved budget.

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

3. As of August 31, 2025, the balances are:
   - Checking account is $52,216.49
   - Savings account is $182,456.88
   - Infrastructure Fund is $782.81
   - Undeposited Funds is $12,600.00
   - Roofing Fund Savings account is $4840.05
   - Share account and Roofing Fund CDs at the credit union are $5.00 and $337,790.92 respectively, yielding a total for the Roofing Funds of $342,630.97
   - Accounts Receivable is $114,830.92.

4. Attached is the Late Payment & Fines Report for September 2025. There are multiple owners not in compliance with the Proof of Insurance Resolution as indicated on the Fines tab. Foreclosures are proceeding with two homeowners with the first foreclosure set for the Sherriff's auction on October 7, 2025. The other one is awaiting the judges' signature on the order.

5. Reminder letters were sent to homeowners whose insurance policies expire in September & October. 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 for the fiscal year are all completed:
   - Security Cameras, movement of the license plate camera, and upgrade to the recording system
   - Annual tree trimming project
   - Phase II of the landscape project
   - Two water spray bars for lake
   - Install speed bumps between buildings with cross walk

8. Both updated contracts with Texas Pride and Comcast have been completed.

	Nov2024	Dec2024	Jan2025	Feb2025	Mar2025	Apr2025	May2025	Jun2025	Jul2025	Aug2025	Sep2025	Oct2025	FY2025 YTD	Budget YTD	% of Budget YTD
Assets:															
17000 · Wells Fargo (checking)	46,961.27	23,075.64	43,240.23	45,062.79	60,702.69	81,556.88	55,123.75	54,717.67	45,331.54	52,216.49					
17500 · Wells Fargo (savings)	182,443.18	182,444.73	182,446.28	182,447.68	182,449.23	182,450.73	182,452.28	182,453.78	182,445.33	182,456.88					
Total Checking/Savings	229,404.45	205,520.37	225,686.51	227,510.47	243,151.92	264,007.61	237,576.03	237,171.45	227,776.87	234,673.37	0.00	0.00			
Accounts Receivable	71,455.25	77,460.96	85,954.96	88,533.46	92,544.61	95,425.61	99,211.76	104,129.92	107,085.42	114,830.92					
Other Current Assets:															
11600 - Infrastructure Fund	1,100.40	1,933.74	2,767.08	3,600.44	4,323.14	4,115.75	349.11	300.44	300.77	782.81					
14990 - Undeposited Funds	11,174.00	11,754.00	10,825.00	11,615.00	11,051.00	9,200.00	16,040.00	12,750.00	8,890.00	12,600.00					
18000 · Wells Fargo New Roofing Fund	6,490.65	8,920.71	11,350.79	13,780.88	15,956.22	18,119.51	20,459.67	22,979.84	2,410.02	4,840.05					
18500 - Greater Texas CD (60 month)	50,588.85	51,110.46	51,110.46	51,110.46	51,625.94	51,625.94	51,625.94	52,152.43	52,152.43	52,152.43					
18520 - Greater Texas CD (60 month)	50,269.49	50,830.07	50,830.07	50,830.07	51,385.51	51,385.51	51,385.51	51,951.26	51,951.26	51,951.26					
18530 - Greater Texas CD (60 month)	68,337.54	69,042.16	69,042.16	69,042.16	69,738.49	69,738.49	69,738.49	70,449.70	70,449.70	70,449.70					
18540 - Greater Texas CD (60 month)	44,759.53	45,083.56	45,083.56	45,083.56	45,543.19	45,543.19	45,543.19	46,012.70	46,012.70	46,012.70					
18545 - Greater Texas CD (60 month)	22,815.48	22,878.25	22,878.25	22,878.25	22,939.82	22,939.82	22,939.82	23,002.24	46,021.48	46,021.48					
18546 - Greater Texas CD (60 month)	22,513.80	22,559.24	22,559.24	22,559.24	22,603.78	22,603.78	22,603.78	22,648.91	22,648.91	22,648.91					
18547 - Greater Texas CD (60 month)	47,944.57	48,149.23	48,149.23	48,149.23	48,350.29	48,350.29	48,350.29	48,554.44	48,554.44	48,554.44					
18550 - Greater Texas Share Account	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00					
Total Other Current Assets	325,999.31	332,266.42	334,600.84	338,654.29	343,522.38	343,627.28	349,040.80	350,806.96	349,396.71	356,018.78	0.00	0.00			
Total Assets	**626,859.01**	**615,247.75**	**646,242.31**	**654,698.22**	**679,218.91**	**703,060.50**	**685,828.59**	**692,108.33**	**684,259.00**	**705,523.07**	**0.00**	**0.00**			
Liabilities:															
12000 - Accounts Payable	0.00	1,314.00	3,757.50	3,398.56	508.64	0.00	14,337.11	0.00	0.00	10,979.06					
21600 - Maintenance Fees Paid In Advance	18,694.00	20,471.00	19,111.00	18,686.00	22,721.00	17,916.00	21,521.00	21,226.00	20,721.00	23,336.00					
24500 - Security Deposits	196,393.20	197,653.20	198,403.20	198,403.20	199,463.20	199,943.43	200,198.43	200,198.43	200,358.43	200,358.43					
Total Liabilities	**215,087.20**	**219,438.20**	**221,271.70**	**220,487.76**	**222,692.84**	**217,859.43**	**236,056.54**	**221,424.43**	**221,079.43**	**234,673.49**	**0.00**	**0.00**			
PROFIT & LOSS:															
Income:															
Total Income	**97,485.97**	**96,671.63**	**101,296.53**	**95,046.86**	**100,567.69**	**101,887.83**	**104,997.14**	**101,559.06**	**99,445.21**	**102,368.40**	**0.00**	**0.00**	**1,001,326.32**	**974,916.10**	**102.71%**
Expense:															
Total Expenses	**87,782.98**	**115,056.11**	**74,927.48**	**83,016.72**	**80,456.81**	**69,108.99**	**138,496.70**	**82,440.04**	**106,075.96**	**94,357.12**	**0.00**	**0.00**	**931,718.91**	**951,850.32**	**97.89%**
Net Ordinary Income	**9,702.99**	**-18,384.48**	**26,369.05**	**12,030.14**	**20,110.88**	**32,778.84**	**-33,499.56**	**19,119.02**	**-6,630.75**	**8,011.28**	**0.00**	**0.00**	**69,607.41**	**23,065.78**	**301.78%**
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			**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	2,430.00			**24,300.00**	**24,300.00**	**100.00%**

	Nov2024	Dec2024	Jan2025	Feb2025	Mar2025	Apr2025	May2025	Jun2025	Jul2025	Aug2025	Sep2025	Oct2025	FY2025 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	833.33	833.33			**8,333.30**	**8,333.30**	**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**	**3,263.33**	**3,263.33**	**0.00**	**0.00**	**32,633.30**	**32,633.30**	**100.00%**
90006 - New Roofing Fund Dividend	0.04	2,423.77	0.08	0.09	2,533.17	0.14	0.16	2,585.83	19.42	0.03			**7,562.73**		
Net Income	**6,439.70**	**-19,224.04**	**23,105.80**	**8,766.90**	**19,380.72**	**29,515.65**	**-36,762.73**	**18,441.52**	**-9,874.66**	**4,747.98**	**0.00**	**0.00**	**36,974.11**	**-9,567.52**	**-25.88%**
Aging Report:															
Over 30 Days - Total	8,369.00	5,308.00	5,095.71	5,736.00	6,524.50	4,213.15	3,472.00	4,883.15	5,105.16	3,407.50					
Over 30 Days - Maintenance & Assoc. Fees	861.00	861.00	928.00	1,320.00	2,310.00	2,280.00	1,800.00	1,880.00	1,880.00	1,810.00					
Over 60 Days - Total	3,586.00	7,284.00	5,805.00	6,220.71	5,236.00	6,227.50	2,326.15	3,360.00	1,325.00	5,030.16					
Over 60 Days - Maintenance & Assoc. Fees	1,009.00	861.00	861.00	1,273.00	1,320.00	1,835.00	2,230.00	2,310.00	2,310.00	1,320.00					
Over 90 Days - Total	52,381.25	56,717.25	64,264.25	68,747.25	74,945.96	80,144.96	86,597.46	88,083.61	94,537.76	95,082.76					
Over 90 Days - Maintenance & Assoc. Fees	6,257.25	15,612.46	13,203.00	14,428.00	16,147.00	16,128.00	17,342.00	19,160.00	20,332.00	26,574.86					
Total	**64,336.25**	**69,309.25**	**75,164.96**	**80,703.96**	**86,706.46**	**90,585.61**	**92,395.61**	**96,326.76**	**100,967.92**	**103,520.42**	**0.00**	**0.00**			
Total - Maintenance & Assoc. Fees	**8,127.25**	**17,334.46**	**14,992.00**	**17,021.00**	**19,777.00**	**20,243.00**	**21,372.00**	**23,350.00**	**24,522.00**	**29,704.86**	**0.00**	**0.00**			

Maintenance Report September 2025

- 10 Maintenance cases opened: **08/01/2024 – 08/31/2024**

Category	Number of Tickets
Carport	2
Electric	1
Key	1
Landscaping	1
Lighting	1
Maintenance	2
Pest Control	1
Plumbing	1
Total	10

13 cases closed:

Category	Number of Tickets
Carport	2
Electric	1
Key	1
Landscaping	1
Lighting	1
Maintenance	3
Painting	1
Pest Control	1
Plumbing	2
Total	13

0 cases remain open:

Category	Number of Tickets
Total	0

- Active maintenance Projects:
  - Maintenance has started fence repairs
  - Maintenance has Completed the yearly concrete project

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

Security Report for the Month of September 2025

- 08/22/2025 – A Single gunshot heard outside of Forrest Lake. No injuries or property damage were reported at the time of the incident. The source of the gunshot was not identified.

- 08/24/2025 –A resident contacted security regarding an argument with his next door neighbor after speaking with a Jehovah's Witness. The Jehovah's Witness departed without incident.

- 08/24/2025 –. A Chevy truck was observed taking sand from the maintenance area near the back fence on city property.

- 08/24/2025 – A resident walking their dog also reported seeing an individual behind the maintenance shop stealing sand. By the time security arrived, the individual had left.

- 08/26/2025 - A neighbor reported a loud noise believed to be from a truck. Investigation determined the noise came from the adjacent complex's dumpster being emptied.

- 08/27/2025 – Security reported observing a male riding a bicycle in the early morning hours on multiple occasions and was asked to leave the property.

- 08/27/2025 – Security noted the smell of smoke from homes across West Tidwell; they were barbecuing outdoors.

- 08/28/2025 - Security observed a company soliciting residents near a building. The individuals were informed of the no-soliciting policy and left without incident.

- 08/29/2025 – A resident reported witnessing a young man pulling car door handles in the carport area. The activity was captured on camera. Security arrived but found no one present. The landscaping crew was observed in the back area performing routine duties.

- 08/30/2025- A resident reported multiple incidents of a young man pulling car door handles as seen on camera.

- 09/02/2025 - During routine rounds, security observed two children riding bicycles on the property. They were instructed to leave and advised not to return. Departure occurred without incident.

- 09/04/2025- A female resident reported a road rage incident involving a male driver from another unit who resides on the property. The resident stated that she had two small children in her vehicle at the time. The male driver reportedly shouted multiple obscenities.

Security attempted to contact the male resident but received no response. No further incident occurred.

- 09/10/2025 – Security observed a truck parked in a fire lane, blocking traffic flow. The vehicle was moved after security warned that law enforcement would be contacted.

- 09/10/2025- A moving and storage company truck was parked in a fire lane between buildings, obstructing traffic flow. Despite security requests, the crew initially refused to move the vehicle. A violation was issued.

- 09/11/2025 A vehicle parked near the cul -de- sac area for more than three days was issued a parking violation.

- 09/15/2025- Security observed residents walking dogs and swimming in the pool, confirming compliance with appropriate pool attire.

- Security noted a group of individuals across Tidwell Road being loud and disruptive.

- An email was received regarding a truck with a loud muffler parked near a building. The truck engine was reported to idle for extended periods (over 30 minutes), with noise amplified through the walls.