FORREST LAKE TOWNHOUSE ASSOCIATION
5805 LUMBERDALE ROAD, HOUSTON, TX 77092
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BOARD & ANNUAL MEETING AGENDAS

October 16, 2025

Board Meeting: 6:30 pm – 7:30 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:	Approval of FY 2026 Budget

Adjourn

October 16, 2025
Annual Meeting: 7:30 pm – 8:30 pm

President:	Call Meeting To Order President's Message
Director Elections:	Election Results
Treasurer:	Treasurer's Report for the current fiscal year
Board & Members of the Association:	Question and answer session with members of the Association. Each member may ask one question of not more than two minutes.

Adjourn

FORREST LAKE TOWNHOUSE ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

OCTOBER 16, 2025

PRESENT: Philip Salerno, Jeff Weller, Pam Meerbrey

The meeting was called to order at 6:36 pm.

The October agenda was amended to include pest control and mold control bids under Old Business.

The September 18, 2025 meeting minutes were approved electronically on September 30, 2025.

SOCIAL COMMITTEE REPORT:

- See attached report hereto and made part of these minutes for the October 16, 2025 meeting.

TREASURER REPORT:

- See attached report hereto and made part of these minutes for the October 16, 2025 meeting.

MAINENACE REPORT:

- See attached report hereto and made part of these minutes for the October 16, 2025 meeting.

LANDSCAPING REPORT:

- There will be limited planting to fill in and possible replacement of some bushes.

SECURITY REPORT:

- See attached report hereto and made part of these minutes for the October 16, 2025 meeting.

OLD BUSINESS:

- Results of the 2025 Annual Election were reported.

NEW BUSINESS:

- The FY 2026 Budget was approved.
- Accepted the bids from Certified Mold Testing and Bio Tech.

The meeting was adjourned at approximately 7:00 pm.

FORREST LAKE TOWNHOMES ASSOCIATION

ANNUAL MEETING MINUTES

OCTOBER 16, 2025

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

The meeting was called to order at 7:12 pm.

PRESIDENT'S MESSAGE:

- The message was presented electronically since Brook Baker was not present.

DIRECTOR OF ELECTIONS:

- The election results are as follows: Kay Edwards and Rene Garcia were elected to the two open positions.

TREASURERS REPORT:

- The Treasurers Report for the current fiscal year was presented via Power Point.

BOARD AND MEMBERS OF THE ASSOCIATION:

- Question and Answer session was held.

The Annual Meeting was adjourned at 7:50 pm.

Social Committee Report – October 2025

The Social Committee met on Monday, October 13, 2025 led by Reecie, with members Lee, Sherri, Marilyn, Patti, Evie, and Sam present.

Game days catching momentum. October game day had 14 residents and guests, and 5 kids in attendance, plus 5 social committee members. Celebrated Patti's 39th birthday. Next game day November 1st. Will reserve the clubhouse for game day first Saturday of the month through 2026.

December 2nd, holiday decorating of club house and christmas trees. Evie will coordinate cookie exchange.

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. Social Committee to only provide ice and champagne. Reecie will be present for the early part of the evening, then leaving for race preparation. Sam will be there for the latter part of the evening. Evie not available. Need committee members to help set up and take down; will confirm volunteers next month.

Ice cream event October 26. An audit the of budget will determine amount set for this event.

A new crew of social committee members and residents selected to judge the holiday decorations this year. Advertisement to residents publishing the rules, dates, etc. will go out in late November.

Patti suggested that a calendar of events for the next couple of months be posted in the mail room. Sam is charged with working on this and getting approval for posting.

Re-appointment of committee members must occur at November Board meeting. Names of current members led by Theresa Lucas, Lee Hudman, Marilyn Camp, Sherri Hallock, Patti McLean, Evie Schleeter, Sam Gotsdiner are proposed. Additionally, Kerri Carmouche has expressed interest in this committee, and her name is proposed for membership. In accordance with the Board Rules, the chair of the Social Committee is President of the HOA Board, Brook Baker.

submitted by sam
october 14, 2025

Treasurer's Report for the Month of October 2025

1. Please see the attached Financial Report through September 30, 2025:
   - Total Income (accrued) for the month was $100,397.18
   - Total Expenses were $87,811.81
   - Accounts Payable was $8811.81
   - Roofing Fund transfer was $2430.00 and the Infrastructure Fund transfer was $833.33
   - This yielded a Net Accrual Income of $12,176.56 after the transfers to the Funds
   - The budget performance for the fiscal year is Total Income at 102.60%
   - Total Expenses at 98.26%
   - Net Accrual Income at 0.57% indicating that we are on track with the approved budget.

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

3. As of September 30, 2025, the balances are:
   - Checking account is $64,447.81
   - Savings account is $197,458.40
   - Infrastructure Fund is $1616.15
   - Undeposited Funds is $10,315.00
   - Roofing Fund Savings account is $7270.09
   - Share account and Roofing Fund CDs at the credit union are $5.00 and $340,645.40 respectively, yielding a total for the Roofing Funds of $347,915.49
   - Accounts Receivable is $99,617.86.

4. The savings account is $4490.03 less than the security deposits. $15,000.00 was recently transferred from the checking account to the savings account as a result of the receipt of past due funds from the transfer of ownership of a townhouse. We will check closer to the end of October to see if we can transfer $5000.00 more into the Savings account.

5. Attached is the Late Payment & Fines Report for October 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 The first foreclosure received no bids at the Sherriff's auction on October 7, 2025. We are awaiting word on other lienholders. The other one is awaiting the judges' signature on the order; but, the owner has requested a payment plan yet to be provided

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

7. Information from Xfinity on the services available under the new cable contract starting November 1, 2025 is provided on the table by the front door of the clubhouse.

	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	64,447.81				
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	197,458.40				
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	261,906.21	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	99,617.86				
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	1,616.15				
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	10,315.00				
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	7,270.09				
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	52,690.17				
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	52,530.59				
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	71,176.10				
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	46,492.29				
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	46,299.92				
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	22,694.63				
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	48,761.70				
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	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	359,851.64	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**	**721,375.71**	**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	8,811.81				
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	24,326.00				
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	201,948.43				
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**	**235,086.24**	**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**	**100,397.18**	**0.00**	**1,101,723.50**	**1,073,719.11**	**102.61%**
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**	**87,811.81**	**0.00**	**1,019,530.72**	**1,037,604.82**	**98.26%**
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**	**12,585.37**	**0.00**	**82,192.78**	**36,114.29**	**227.59%**
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**	**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	2,430.00		**26,730.00**	**26,730.00**	**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	833.33		**9,166.63**	**9,166.63**	**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**	**3,263.33**	**0.00**	**35,896.63**	**35,896.63**	**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	2,854.52		**10,417.25**		
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**	**12,176.56**	**0.00**	**46,296.15**	**217.66**	**0.47%**
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	5,957.00				
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	1,760.00				
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	2,140.00				
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	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	86,830.86				
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	34,849.82				
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**	**94,927.86**	**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**	**37,929.82**	**0.00**			

Maintenance Report October 2025

- 10 Maintenance cases opened: **09/01/2024 – 09/30/2024**

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

1 cases remain open:

Category	Number of Tickets
Maintenance	1
Total	1

- 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 October 2025

- 09/10/2025 – A group of men across W. Tidwell noted playing extremely loud music. Non-emergency 911 dialed for Houston noise ordinance complaint.
- 09/22/2025 – A non-resident in a red Dodge Charger turned away without incident at entry.
- 09/27/2025 – A resident reported a cart in the middle of the driveway parked behind their townhouse.
- 09/29/2025 – Security reported the wooden guard shack may have termites with insect falling from the ceiling. Photo attached and treatment requested.
- 09/29/2025 – A resident reported seeing a large snake on video camera outside their patio.
- 09/30/2025 – Security reported someone throwing trash over the back fence from apartments behind the fence.
- 10/01/2025 – Security reported ants in the guard shack.
- 10/05/2025 – Security reported EMS onsite near the northwest cul-de-sac area.
- 10/05/2025 – Security reported gunfire heard from W. Tidwell Road with people seen running along bayou/drainage to under the bridge. HPD non-emergency notified.
- 10/08/2025 – Security reported a vehicle parked in the same spot for over 7 days with expired registration (2nd violation).
- 10/08/2025 – Security observed multiple cars speeding into the community.
- 10/08/2025 – Security reported a resident gate/fence falling apart (maintenance report submitted).
- 10/09/2025 – Security reported a homeless man walking past entry for the second time to see if guard was at post. HPD non-emergency dialed.

- 10/09/2025 – Security followed up on vehicle chalk from previous days with two prior violations. Vehicle was towed off site.

- 10/13/2025 – Security reported trash near the pool and residents eating there; residents were reminded not to eat at the pool and to pick up trash.

- 10/15/2025 –A resident reported someone knocked over and broke ceramic tile with the house and knocked over the solar lights. The resident thinks someone was trying to look into the front window and stumbled over the metal holder of the ceramic tiles and solar lights.