

**FOREST WEST COMMUNITY IMPROVEMENT ASSOCIATION
ANNUAL MEETING MINUTES**

DATE: February 4th, 2014

PLACE: Advent Lutheran Church – 5820 Pinemont St Houston, Texas 77092

ATTENDING: David Ojeman, President
Kirk Waldron, Vice President
Alice Ott, Secretary
Tonya Cantu, Treasurer
Ann Neal, Director
Philip Bush, Director
Ben Tuma, Director
Thomas DeMary, Director (Absent-Business Emergency)
Todd Miller, Beacon Residential Mgmt, LLC
Brent Miller, Beacon Residential Mgmt, LLC
Mike Miller, Houston Police Department

- I. CALL TO ORDER:** Session called to order at 7:07 pm.
- a. Introductions
 - i. Todd Miller with Beacon Residential Management introduced himself as the manager for Forest West.
 - ii. The Board Members announced themselves and their respective positions.
 - b. Establish a Quorum
 - i. A quorum was not met with 89 homeowners/lots in attendance (33) in person or by proxy (56). Needed 126 attendance or by proxy.
 - c. Patrol Report
 - i. Office Mike Miller gave his patrol report from 2013. The report included updates from he and Sergeant Jason Robles. Please see attached report.
- II. FINACIAL REPORT YEAR ENDING 12/31/2013:**
- a. Operating Account \$25,086.26
 - b. Reserve Account \$16,030.17
 - c. Total Assets \$41,116.43
 - d. Account Payable \$5,379.61
 - e. Prepaid Assessments \$30,868.11
 - f. Total Income \$90,375.88
 - g. Total Expenses \$95,516.37
 - h. Total Net Year Income \$-5,140.49
 - i. The 2014 Budget was prepared and approved by the Board of Directors at a subsequent meeting. Numbers were adjusted and calculated for the 2014 Budget based on the expenses and income from 2013 Fiscal Year.
- III. ELECTION OF BOARD MEMBER(S):**
- a. Nominations from the floor
 - i. There were no nominations from the floor.
 - b. Introduction of candidate(s)
 - i. All Board positions are up for election.
 - c. Voting

- i. Todd Miller asked those homeowners in attendance to cast their votes. They were collected and counted along with absentee ballots/proxies.

IV. COMMUNITY UPDATES & GOALS FOR 2013 (PRESIDENT):

- a. President David Ojeman addressed the Forest West members in attendance.
 - i. He began by thanking everyone in attendance for taking time out of their evening. He also thanked the Board Members for their continued assistance in the community.
 - ii. An inspection was performed at the pool by the maintenance personnel. Along with the inspections and the steady increase of the City of Houston water bill the Board has determined there is a leak in the pool. There are also items needed to be brought up to City of Houston Public Health Code. New markings need to be installed around the surrounding deck and pump flow directions need to be labeled.
 - iii. David Ojeman also brought to the attention that there are two Board Members resigning this term. He thanked them personally for their valued efforts during their terms as Forest West Board Members.

V. ANNOUNCEMENT OF ELECTION RESULTS:

- a. All votes cast were done so in favor of the unopposed candidates listed on the ballot and proxies.

VI. QUESTION & ANSWER:

- a. A homeowner asked how the collection of past due assessments were progressing. Todd Miller responded by stating we have been able to reduce the number of collections without proceeding to legal action. Todd Miller also urged those in attendance to speak with neighbors in financial difficulty to please contact Beacon Management 713-466-1204 to set up a payment plan to avoid any late payment penalties.
- b. A homeowner asked what amount was budgeted for pool repairs and updates. David Ojeman responded by stating a bid was received in the amount of \$5,500.00. David reminded the homeowner that this was an estimate and could increase slightly.

VII. ADJOURNMENT:

- a. With no further business Ann Neal made a motion to adjourn the meeting was at 7:55 pm