

02-24 Meeting: HOA Board Meeting - Financials, Community Issues, and Rule Changes

HOA Board Meeting Minutes

Date of Meeting: February 24, 2026

Meeting Start Time: 6:28 PM

Meeting Adjournment Time: 8:14 PM

Location: Hybrid (Lancaster HOA Community Hall & Virtual via Zoom)

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Roll Call of Attendees (Board of Directors)

- Phyllis Bass (President)
- Wanda Williams
- Andon Reorded Williams
- John Guyton
- Carla
- Billy
- Heather
- Crystal
- Andy (New Board Member)
- Shalice
- Carl (or Carla)

A quorum was established.

Roll Call of Others Attending

- Mike Nathan (Lone Star Bookkeepers / Caliber Representative)
- Lily Gomez (Deed Enforcement Officer - Mentioned, not confirmed present)

- Rhiannon Hall (Homeowner)
 - Andrew (Homeowner)
 - Judy (Homeowner, mentioned as a Facebook group admin)
 - Unnamed Realtor (Homeowner)
 - Calese (Homeowner)
 - Donna (Renter)
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Regular Section Call to Order

The meeting was called to order by Phyllis Bass at 6:28 PM on February 24, 2026.

Approval of Past Meeting Notes

- **Motion:** A motion was made to approve the minutes from the previous meeting.
- **Motion Made By:** A motion was put forth.
- **Seconded By:** An unidentified board member ("I'll second").
- **Status:** The motion was seconded, but a formal vote was not recorded. The discussion moved to the next agenda item.

Treasurer's Report

Mike Nathan from Lone Star Bookkeepers provided the financial update.

- **2026 Assessment Collections:** As of February 24, 2026, 75% of assessments have been collected.
- **Outstanding Balance:** \$218,000 remains outstanding.
- **Payment Plans:** Approximately 30 homeowners are on a payment plan.
- **Delinquency Notices:** Late fees have been applied. Some homeowners with zero balances incorrectly received notices and should contact the office.
- **Budget Discussion:** Mike Nathan explained the budget's structure to the new board member, Andy. The annual budget covers operational costs and reserve contributions for capital expenditures. Unbudgeted expenses can be incurred, leading to an over-budget line item that will be factored into the next year's budget.
- **Financial Recovery:** The association is recovering after a period with a previous management company where financials were not provided. Mike is reconciling 8-9 months of data and expects to have December 2025 and January 2026 financials ready soon.

Motions Made:

- **Motion:** To accept the current 2026 budget as presented.
- **Moved By:** Andy (Speaker 6).
- **Seconded By:** Heather (Speaker 2).
- **Status: Approved** (by consensus, as the conversation moved on without opposition).

Homeowners Comments

- **Communication & Engagement:** Multiple homeowners (Andrew, Calese) emphasized the need for better communication, especially to reach the large renter population (estimated at 60%). Email is ineffective, and the “Front Steps” bulletin board has low engagement.
- **Sidewalks and Safety (Tilbrook):** A homeowner from the Tilbrook subdivision raised concerns about the lack of sidewalks, forcing residents to walk in the street with speeding cars. They suggested turning HOA-owned land along the bayou into trails. Phyllis clarified the land is owned by Harris County but committed to contacting the county about adding sidewalks.
- **Parking Violations:** A homeowner noted that where sidewalks do exist, they are often blocked by parked cars. Phyllis requested residents to photograph such violations and send them to the office, as blocking a public sidewalk is a citable offense by Harris County constables.
- **Property Upkeep and Value:** A homeowner expressed concern about declining property values linked to poor property maintenance, particularly by renters. This deters owner-occupant buyers and attracts lowball offers from investors.
- **Renter on Communication List:** A discussion occurred regarding a renter named Donna who was on the Zoom call and receiving HOA emails. The board concluded a homeowner must have shared the link. Phyllis provided a phone number for Donna to call the office on February 25, 2026.
- **Question on “Black and White House”:** Donna inquired about the status of the “Black and White House on Rosedale Lane.” The board stated they are actively working on the issue.

Unfinished Business

- **Pool Rules and Hours:**
 - **Discussion:** The board continued discussing pool rules for the upcoming season. The idea of a shallow area for kids was deemed unfeasible. The rule on pool toys was clarified: soft beach balls are permitted, but hard items like footballs are not.
 - **Motion:** To implement a “family hour” from 10:00 AM to 12:00 PM on Saturdays and Sundays for the first two months of the pool season. The

board will re-evaluate based on feedback before the pool opens for its full six-day schedule.

- **Status: Approved** (by consensus).
- **Table and Chair Storage Room:** Miguel is scheduled to work on the storage room on February 27 and February 28, 2026.
- **Constable's Monthly Report:** Sergeant Carpenter has agreed to resume sending monthly status reports to the board, beginning in March 2026.
- **Security Camera Completion Status:** The physical installation of the new solar-powered cameras is complete, but solar panels have not yet been added. The cameras are operational and have already been used to capture footage for an investigation. A final meeting with the installation company and Harris County will be scheduled upon 100% completion.
- **Raven Rock Traffic Study:** Harris County has confirmed a traffic study is being conducted at Raven Rock. The board is awaiting further details.
- **Violation Process Changes:** The board briefly noted that the state-mandated violation process has changed, potentially extending the "cure" period to 60 days or more. They plan to work with Mike to revise violation letters.

New Business

- **Deed Enforcement Policy & Staffing:**
 - **Trash Bin Policy:** Lead Enforcement Officer Lily Gomez has begun issuing violations for trash bins not stored out of sight. Courtesy letters contain a confusing "12-hour time frame" that needs revision. The board will discuss the policy in an Executive Session to establish a clear consensus.
 - **Additional Deed Inspector:** Phyllis proposed hiring a second deed inspection officer to improve the consistency of enforcement, which currently slows during other high-workload periods like annual assessments.
- **Community Communication and Events:**
 - **Marquee/Letter Boards:** The idea of installing marquee signs at neighborhood entrances was strongly advocated for as a way to reach all residents. A significant challenge is that many entrance monuments are on Harris County property, where the HOA has been asked to remove its installations. Lack of electricity is another issue, reinforcing the need for solar-powered options.
 - **Official Facebook Page:** A read-only Facebook "Page" (not a "Group") was proposed as an official announcement board, with comments disabled to

- avoid liability and negativity. The board agreed to revisit its attorney's previous advice against a social media presence.
- **Food Truck Event:** A homeowner suggested hosting a food truck day to boost morale, noting the success of past events.
- **Action Item:** Calese and Anthony will collaborate on a formal proposal for message boards/marquees. Anden and Shalice will collaborate on a proposal for both a letter board and social media page.
- **Sidewalks in Hillbrook/Tilbrook:** Phyllis will investigate and contact Harris County about the possibility of adding sidewalks in this area for resident safety.
- **School Pickup Parking Issues (Red Wing Knoll & Raven Rock):** Significant traffic issues are occurring due to parents parking and blocking streets during school pickup. The Harris County Constable's office has been contacted and promised to increase patrols.
- **Community Improvement Suggestions:**
 - In response to questions about how assessment funds are used, the board is seeking new ideas for community improvements.
 - Planned improvements include new flower arrangements at entrances and a street art project for curb addresses.
- **Spring Community Garage Sale and Seed Swap:**
 - **Date:** Scheduled for the weekend of March 21, 2026.
 - **Details:** Signs will be placed on March 15, 2026. A seed/plant swap will be held at the community center. Residents on less-traveled streets can reserve a space in the community center parking lot by contacting Wanda Williams.
- **Future Meetings:** Phyllis expressed a desire for the March 2026 meeting to be held in person, pending board agreement.

Executive Session

An Executive Session was called to order at 7:38 PM to discuss the new trash bin enforcement policy and the 2026 pool season rules.

- **Call to Order:** The Executive Session was called to order at 7:38 PM by President Phyllis.
- **Roll Call:** Phyllis, Andon Reordan Williams, Billy, Wanda. A quorum was established.
- **Approval of Past Executive Session Minutes:**

- **Motion:** To approve the minutes from the last Executive Session meeting.
- **Status: Passed** (Moved by Phyllis, seconded, and approved by all present).
- **New Business (Executive Session):**
 - **Pool “Family Hour”:** Anden proposed a 10:00 AM to 12:00 PM “Family Hour” for families with children 12 and under. The board agreed to proceed and monitor feedback.
 - **Pool Toys:** After discussion about the safety risks of hard objects in a small pool, the consensus moved toward a rule allowing “beach balls only” or “no throwing of any objects.”
 - **Toddler Pool Area:** Mike suggested creating a dedicated or roped-off toddler area as a potential future capital improvement.

Recall Open Section

The Open Session was not recalled after the Executive Session.

Motions Made

- **Section: Approval of Past Meeting Notes**
 - **Motion:** To approve the minutes from the previous meeting.
 - **Status:** Seconded, but no formal vote was recorded.
- **Section: Treasurer’s Report**
 - **Motion:** To accept the current 2026 budget as presented.
 - **Status: Approved** (by consensus).
- **Section: Unfinished Business**
 - **Motion:** To implement a “family hour” from 10:00 AM to 12:00 PM on Saturdays and Sundays for the first two months of the pool season.
 - **Status: Approved** (by consensus).
- **Section: Executive Session**
 - **Motion:** To approve the last executive session meeting minutes.
 - **Status: Passed.**
- **Section: Meeting Adjourned**
 - **Motion:** To adjourn the meeting.
 - **Status: Approved.**

Meeting Adjourned

A motion was made to adjourn the meeting. The meeting was adjourned at 8:14 PM.