

# LANCASTER COMMUNITY ASSOCIATION

## Virtual Meeting of the Members

October 20, 2022, 6:00 P.M.

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### In-Office Attendance

Phyllis Bass, Secretary  
Yami Torres, Community Manager

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### Attendance via Zoom

Maria Adams, President  
David Molina, Vice President  
John Guyton, Officer  
Amanda Gallardo, Member-at-Large

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### Call Meeting to Order

The meeting was called to order at 6:11 p.m. by Maria Adams.

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### Establishment of Quorum

Quorum was established by Maria Adams.

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### Approval of Meeting Minutes

September's meeting minutes were approved by Maria Adams and seconded by Phyllis Bass.

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### Announcement of Chairman of Nominating Committee

David Molina explained the roles and responsibilities of elected board members. He explained that all board members are required to attend open session and executive meetings, as well as to commit to volunteering for special events in the community. New board members will be required to sign documents that will explain a board member's time commitment to the community.

Candidates can self-nominate by sending an email to Yami at [manager@mylcai.com](mailto:manager@mylcai.com).

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### Deed Restrictions Regarding Holiday Decor

Yami stated that homeowners can begin to decorate for the holidays, but all décor, including holiday lights must be taken down by January 31, 2023.

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### Pool Renovations and Breakfast with Santa

Greater Houston Pool Management has been selected to replaster the community pool. The pool will be ready for use well before the 2023 pool season.

Yami requested volunteers to assist with Breakfast with Santa that will be held on December 10, 2022, from 9 a.m. to 12 p.m. Santa will arrive at 9:30 a.m. Homeowners, Lisa and Yvonne volunteered to assist.

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## 2023 Assessments, Payment Plans and Payment Options

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2023 assessments, in the amount of \$377.28, will be billed on November 1, 2022, and invoices will be sent by both mail and email. Yami asked to be notified of any changes to a homeowner's email address prior to billing. Also, if an email isn't received, homeowners are asked to check their spam folders to ensure that it truly was not received.

Payment plans will be offered, but homeowners should contact the office for further information and to complete a form.

The Appfolio mobile app is the preferred method of paying assessments, as neither checks, money orders nor cash will be accepted in the office. Homeowners may also pay 2023 assessments at 7-11, Walmart or CVS, but a pay slip must be obtained from the office prior to paying at those location. There are processing fees associated with payments at those locations.

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## Q&A

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A homeowner wanted to know the amount of our current assessments and why grass is high in some areas. Yami explained that the grass belonging to Lancaster is cut on a weekly basis by our landscaper. The areas that he was referring to belongs to Harris County and that we are not responsible for cutting their grass. The 2022 assessment amount was provided to him.

Another homeowner stated that homeowners should have access to cameras since the cars obstruct the view on Pioneer Ridge. Maria explained that she should contact Harris County's non-emergency number to report the vehicles obstructing a driver's view. The HOA has no authority to enforce parking on Harris County's streets. Yami stated that emails have been sent to Harris County and that homeowners can lodge complaints through Commissioner Cagle's website. A homeowner stated that the HOA should create flyers stating how to park on streets, as not to obstruct the streets or the view of other drivers. It was eventually decided that that while it may seem like a good idea, logically, it is not safe to approach residents or their vehicles for this purpose.

A homeowner wanted to know how to be considered for a position on the board and Maria explained that the homeowner should email Yami at [manager@mylcai.com](mailto:manager@mylcai.com) to self-nominate. She stressed that board members are required to serve at least 5 volunteer hours per month.

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## Adjournment and Next Meeting

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The meeting was adjourned at 7:23p.m. by Maria Adams.

Phyllis Bass, Secretary