

# Mission Manor

Homeowners Association, Inc.

1571 Gastel Drive, Mission, TX 78572

April 18, 2023 - Location 1813 N. Gastel

## MINUTES

The meeting was called to order by President Alvarez at 5:13 p.m. He welcomed everyone. Those in attendance were board members Oscar Alvarez, Elaine Botelho, Pam Bond, Mary Clary, Janie Weaver, and Alma Garza. Board member Lino Leal was absent. Residents in attendance were: Michael Botelho, Leo and Bonnie Bloczynski, Rita Starkweather, Lupe Almaguer, and Marta Munoz.

Minutes of the March 16, 2023, meeting were approved by a motion from Director Clary and second from Director Weaver.

### Treasurer's Report

The current checking balance is \$43,701.94. The savings account balance is \$22,000. The new debit card is now active. Quicken and Microsoft 365 have been updated. Quicken and Microsoft 365 on the Association computer and Microsoft 365 on the Financial Secretary's computer. The annual charges for maintaining the missionmanor.org website have also been added to the new debit card.

Janie Ponce has agreed to serve as chairperson of the Audit Committee for the upcoming year. Director Bond has asked Bonnie Bloczynski if she would serve. One other person is needed to complete the committee.

### Public Comments by Membership

Pet Policy – Resident Bonnie Bloczynski had a question concerning the oversized dogs currently residing in the Association. Her suggestion was for owners of oversized dogs to be given the option of removing the dog from the Association or paying an annual fee to keep the dog within the Association. It was discussed that an annual form from a veterinarian confirming vaccinations and weight of a dog kept at any residence be required in the new policy. The discussion was tabled until a full board could be present to make the final decisions.

Thank you to Bonnie and Leo Bloczynski, for all their input.

Wellness Committee – The wellness committee is Lupe Almaguer, Marta Munoz, Oscar Alvarez, and Alma Garza. The committee, as well as Director Clary, put together a list of all residents living alone within the Association. There are 42 residents on this list of 25% male and 75% female. Director Alvarez proposed that he visit the men and the ladies on the committee visit the women to do an evaluation of need within this segment of our community. They will report back to the board.

There is a possibility of adding a welcoming committee to this area also.

Signage Report - The board was provided pictures of all current signs located around the pond and pool. Some of them need to be replaced and some can be left in place. The sign that Director Leal had made is ready to be installed. Director Alvarez directed the ladies of

the board to serve as a committee to do an evaluation and bring recommendations to a later board meeting.

### **Financial Secretary Report**

1710 E. Gastel – closing May 1  
1577 S. Gastel – transfer fee has been received  
1606 Iowa - transfer fee has been received  
1620 Lakeside - has not closed

1823 N. Gastel – family is maintaining property  
1624 E. Gastel - family has cleaned up the property and property will be sold  
1714 Iowa - has been cleaned up. House is vacant at this time  
1709 E. Gastel – property is being maintained

### **A.C.C Report**

- The committee is actively seeking a third member for the committee. Director Botelho spoke with Charles Eyeington at 1571 S. Gastel. He is willing to meet with Janie Ponce and Rita Starkweather and see if that is something he would be interested in doing.
- Ms. Ponce would like the board's input concerning 1610 E. Gastel. She has been visiting with them as a neighbor concerning the weeds in the front yard. Ms. Ponce would like some direction from the board concerning this problem.

### **Pool and Grounds Report**

- The saltwater conversion has been completed. All comments have been positive. Mr. King reported that we now have all 4 pumps in service with no backup pumps. He reported that replacement pumps will cost approximately \$345 each + tax and shipping. These are single phase motor pumps that are no longer being manufactured so they need to be purchased while still available. There is also a rebuild kit that can be purchased with each pump in the amount of \$35.00. Mr. King stated that the replacement pumps and the pumps currently in service will maintain the pool and spa for 4 years. The motion was made by Director Clary and seconded by Director Bond to purchase four (4) motors at a cost of \$345 each and four (4) rebuild kits at a cost of \$35 each + tax and shipping. Motion carried.

- An option of having a Tuff Shed 20' x 16' building installed has been presented. This could be built on site at an unfinished cost of \$10,975. There are residents who have the capabilities to finish the inside of such a building at an additional estimated cost of \$9,000. The next question would be the location of such a building. There have been negative comments about any additional structures obstructing the views around the pool. A possible location would be along the south fence. Director Alvarez directed the ladies of the board to look at the location and bring recommendations to the board.

### **Board and Other Unfinished Business**

- April 1 event – Thirty homes were represented. Monetary donations in the amount of \$170 were received. We also received donations of paper goods. All donations will go toward our Labor Day and Christmas events. Thank you, Neighborhood Watch, for the chip donations. Thank you, Chef Lino, for your excellent job on the hot dogs. Thank everyone

for your support and attendance. There is a collage on the website, missionmanor.org.

- The Franchise Tax amendment has been updated with the Secretary of State.
- The damaged vehicle at 1607 E. Gastel has been removed.
- The golf cart in the driveway at 1584 Gastel Drive
- The property at 1624 E. Gastel has been cleaned up in preparation to be sold.
- No action taken toward yellow "No Parking" paint along curb in pond area.
- The number of houses being purchased for rental property is increasing. There are now 15 properties used for rentals. Under the Property Use Provision, the HOA can restrict the number of rental properties within the Association. Director Alvarez agreed to search for an attorney to give us a legal opinion concerning limiting the rental properties either by number or percentage. He will more information at the next board meeting.
- There is one property, 1604 Iowa, that has not paid dues. Director Clary sent a letter by certified mail notifying them of the delinquency and explaining the payment plan option. According to the Postal Service, the letter has been on "hold" since April 12 at the customer's request. Director Alvarez will contact Mr. Joseph Preston to write a letter to the homeowner. It will be mailed regular mail and certified mail.
- Complaint Forms will be available on the message board.
- The plants around the pool – Director Weaver will talk to Ray.
- The weeds around the pond – Director Weaver will talk to Ray.
- It is now time to trim the palm trees. Director Bond will call to get bids to trim the palm tree during the month of May.

Director Botelho made the motion to have Director Weaver speak to Ray to get the trimming of shrubs and weeds done. Director Bond seconded the motion. Motion carried.

Adjournment - Motion was made by Director Clary to adjourn the meeting at 7:17 p.m. Motion was seconded by Director Bond. Motion carried.

\_\_\_\_\_  
Oscar Alvarez, President

\_\_\_\_\_  
Elaine Botelho, Secretary

\_\_\_\_\_  
Lino Leal, Vice-President

\_\_\_\_\_  
Mary Clary, Financial Secretary

\_\_\_\_\_  
Pamela Bond, Treasurer

\_\_\_\_\_  
Alma Garza, At-Large

\_\_\_\_\_  
Janie Weaver, At-Large

