

MISSION MANOR

Homeowners Association, Inc.
1571 Gastel Drive
Mission, Texas 78572

Minutes August 24, 2023

The meeting was called to order by President Alvarez at 5:45 P.m. at 1813 N. Gastel Circle. Those in attendance were board members Oscar Alvarez, Lino Leal, Elaine Botelho, Pam Bond, Mary Clary, Janie Weaver, and Alma Garza. Residents in attendance were Mike Botelho, David King, Maribel Alvarado, Marta Munoz, and Blanca Salinas.

The minutes of the July 21, 2023, were approved by a motion made by Director Bond and seconded by Director Clary. Motion carried.

Treasurer's Report

The current checking balance is \$22,983.55 and the savings balance is \$22,039.50.

Public Comments by Membership

Welfare Committee - Director Weaver thanked Marta Munoz, Alma Garza and Blanca Salinas who have been helping contact the single members of the Association to inquire as to their possible health issues and to inform those residents of the City of Mission "211" program. This is a program to aid in evacuation in case of coming storms. The important thing is that the residents interested in this program must register with the City of Mission.

Neighborhood Watch – The neighborhood watch committee has gone from eight members to six members. Director Botelho informed the committee that if she is provided a notice requesting volunteers, she would place the notice on the bulletin board. This committee meets once a month. Steps are being taken to register our neighborhood watch with the County Sheriff's Association's National Neighborhood Watch Program. There was a discussion of placing new signs around the neighborhood, both Phase I and Phase II.

Nominating Committee – The current nominating committee members are Mike Botelho and Mary Clary. The motion was made by Director Bond and seconded by Director Clary that Blanca Salinas be appointed to serve on this committee. Motion carried.

Remodeling/New Building Discussion – The gathering at poolside requested by the Architectural Control Committee had a good attendance. Resident David King requested \$250.00 to have a draftsman prepare scale drawings for the purpose of obtaining contractor estimates for his proposals for a new building. Director Botelho made the motion to give Mr. King the \$250.00, payable upon receipt of an invoice provided to Treasurer Bond. The motion was seconded by Director Clary. Motion carried. The invoice was presented and was paid immediately.

The discussion continued that any new structure should be compatible with the current structure.

Financial Secretary's Report

1709 E. Gastel - Sold to a single lady. The new owner will be living alone.

1606 Iowa – For Rent

1577 Gastel Drive- To be sold.

All transfer fees have been paid.

Status on Pools and Grounds

The spa is being treated for soap from an unknown source.

The four motors for the pumps that were ordered in April are still on back order. Mr. King recommends cancelling this order and placing a new for two motors that are a different model. Director Clary made the motion to cancel the current order for the four motors and place an order for the different motors. Director Weaver seconded the motion. Motion carried.

A sign stating that no soap be used in the spa has been ordered. This sign will be placed on the same pedestal where the controls are located.

The large sign "Pool Rules" located outside the showers needs to be replaced. An estimate will be presented at the next board meeting.

A.C.C. Report

One application was received during the past month. The owner of 1620 Lakeside requested approval for a fence around the back yard. Request was approved.

Certified letters giving notice of needing yard maintenance have been sent to properties at 1581 S. Gastel, 1577 Gastel Drive, 1610 E. Gastel, and 1707 E. Gastel. These properties have been cleaned up.

Thank you, Janie Ponce and committee.

Board and Other Unfinished Business

Storm Damage

All the damage that occurred during the April storm has been repaired. The flagpole has been installed; the fence has been repaired; the bulletin board has been relocated to the northwest corner of the pool house; and the awning has been replaced.

Insurance Correspondence

The insurance issued a check in the amount of \$3,515. The awning invoice was in the amount of \$2,500. The insurance covered damage to the awning and the building. There will be no refund for the depreciation.

Concrete for Handicap Ramp Access to pool and walkway to bulletin board

On August 24, 2023, an estimate of \$1,250 was received for installation of a handicap ramp at the gate into the common area, a walkway to the bulletin board, and a base for the installation of the flagpole. The work was to begin Monday August 21 and finished before the end of that week. A motion was made by Director Botelho by email to all board members to accept this estimate and to have the work done. The second was made by Director Leal. All members responded by email their approval of the motion. Motion carried.

Rentals and Short-term rentals

This discussion was tabled until a draft of formal policy can be presented.

Other Business

Labor Day Party – Oscar and Norma Alvarez will provide the meat for the sliders. The neighborhood watch committee will provide chips. Those residents attending are to provide a covered dish to share. The board approved having music poolside.

Awning Bids – When the awning was replaced, the old awning was offered for sale on Craig's List using a sealed bid process. Two bids were received. The first was in the amount of \$151.00; the second was \$61.00. Director Botelho will contact the individual bidding \$151.00 to come pick up the old awning.

Executive Session

Upon the motion of President Alvarez, second by Director Botelho, the board voted to go into Executive Session for the purpose of discussing a communication from our attorney concerning a rental policy for the association.

No action was taken.

Adjournment

The motion to adjourn the meeting was made by Director Bond and seconded by Director Leal. Motion carried.

The meeting was adjourned at 7:35 p.m.

There will be a Board Workshop for the purpose of beginning planning for the annual meeting September 19, 2023, at 1813 N. Gastel.

The next formal board meeting will be September 21, 2023, 5:30 p.m., 1813 N. Gastel.