

MISSION MANOR
Homeowner Association, Inc
1571 Gastel Drive, Mission, Texas 78572

Minutes for June 27th, 2024

The June 27th, 2024 meeting of the Mission Manor Homeowner Association was published and held at Linda Tweet's home, 1620 Lakeside Dr., Mission, Texas

Board Members Present: Oscar Alvarez, Hal Foraker, Linda Tweet, Janie Weaver, Alma Garza and Connie Garza. Pam Bond was available via phone

Others Present: Janie Ponce, Mary Clary, Isabel Caro, Norma Alvarez, Mike Botelho, Elaine Botelho

MEETING CALLED TO ORDER: at 5:10 p.m. by Board President Oscar Alvarez. Quorum established.

APPROVAL OF MAY 16th, 2024 MINUTES: No Action taken. Will dispense with approval. The minutes for this meeting will be approved in July.

TREASURER REPORT: Pam Bond, Treasurer reported that we have \$23,622.94 in the regular checking account; \$10,638.84 in the savings Account and \$11,999.50 in the Special Assessment Account.

Ms. Bond provided an update on the insurance. She advised that because we had a claim, the current carrier refused to renew policy. Time is of the essence because policy expires within a week. Pam has been working with insurance agent to find a carrier. The building under construction now cannot be insured until it is finished. A motion made by Linda Tweet and seconded by Janie Weaver to authorize Pam Bond to work with insurance agent to get insurance coverage on behalf of association. Motion passed unanimously.

PUBLIC COMMENTS BY MEMBERSHIP:

- a. **Welfare Committee Report.** Janie Weaver reported that we have 38 single females. She continues to stay in contact with them and encouraging residents to register for 211 in case of hurricane evacuation. Connie Garza will meet with Mayor Norie Garza about getting assistance with sandbags for the residents.
- b. **Neighborhood Watch.** No report. No action taken.
- c. **Motion made by Oscar Alvarez and seconded by Connie Garza to appoint Mike and Eileen Botelho to the Welcoming Committee.** Unanimous decision.
- d. **Mary Clary and Norma Alvarez continue to work on their recommendations to the board regarding rental properties.** Currently, there are 12 rentals and 5 family owned. We need to keep track of the lease agreements and ensure they have a copy of the leasing rules adopted in February.

A.C.C. REPORT:

a. One home just sold. Four are listed for sale, and two are listed for rent.

b. Building Construction Update. Janie Ponce reported that the construction is being held up by the change to the concrete barrel roofing. The engineering plans have been submitted to the city and waiting on them to sign off to proceed. There will not be additional expenses to the project. Two payment installments have been made. Before the final payment is released, there will be a walk through done with a check off list. In July, we will have a discussion on rules and scheduling for the use of this facility.

STATUS ON POOL/GROUNDS

a. Pool Keys. We need to purchase additional pool keys. Motion made by Janie Weaver and seconded by Hal Foraker to authorize Linda Tweet or her designee to purchase 15 pool key for our inventory.

b. Heater quote from vendors. Hal Foraker, Vice-President reported that he got two quotes for the heater. One from Jeff for \$5820 which includes heater and installation. Another for \$4627 from Pool Supply for heater only. He was asked to check with Jeff to see if he can do installation only and perhaps get another quote. Project on hold and will be reconsidered in September or October.

c. Report on repair filter air relief valve. Pam Bond reported that the repairs had been done.

d. Hiring "pool guy" Hal Foraker will be obtaining quotes for board to review to possibly relinquish pool/spa maintenance to a private vendor.

e. Painting is almost complete and the handicapped sign has been painted.

f. Tree trimming needs to be done. Will start with the one in the pond.

BOARD AND OTHER UNFINISHED BUSINESS:

Board President Oscar Alvarez reported that letters from the attorney will be going out to residents who are currently delinquent with the HOA and/or Assessment Fees.

Board President Oscar Alvarez reported that he received a letter from Maria Barrera, 1705 W. Gastel (Phase 1) requesting use of the common area. We had a consensus to deny the request as per current bylaws.

EXECUTIVE SESSION: Went into executive session at 6:40 p.m. Reconvened in opened session at 6:55 p.m. Motion made by Linda Tweet and seconded by Janie Weaver to authorize Connie Garza to meet with police chief regarding issue.

ADJOURNMENT: Meeting adjourned at 6:59 p.m.