



MINUTES OF THE
WOODLANDS HOMEOWNER'S
ASSOCIATION



I. CALL TO ORDER. The Woodlands Homeowners Association began at 6:10pm on February 18th, 2026. Bo Bowen, President, moderated the session.

II. ROLL CALL. The roll call was done by the secretary, Shauna Hardy. The following personnel were present:

Bo Bowen, President
Brett Taylor, Vice President
Shauna Hardy, Secretary
Laura Bailleul, Treasurer

III. READING & APPROVAL OF MINUTES. The minutes from the January 19th, 2026, meeting were approved and posted to the WHOA App, Facebook group and Website on January 26th, 2026.

IV. REPORTS OF OFFICERS

PRESIDENT –

Fence Staining – Pond at Old Perry Road and Bob White:

The Board reviewed three quotes for fence staining at Pond at Old Perry Road and Bob White, ranging from \$8,531.25 to \$21,800. After discussion, the Board approved the quote from Josh Purvis in the amount of \$10,540. He will remove all signs prior to staining, replace upon completion, and complete a walkthrough before payment is issued.

Vote: All Board members present voted in favor.

Park Fence Repairs – Woodlands Blvd & Misty Leaf Path Parks:

The fence at Woodlands Park requires one board replacement and tightening of several boards and may require new stain following repairs. The fencing at Misty Leaf Path Park also needs to be inspected, as it has not been replaced since initial installation and may require board replacement/tightening, pressure washing and staining. The Board discussed possibly requesting a separate maintenance quote from Josh Purvis. In-work.

Dog Waste Stations:

A resident submitted a request to install dog waste stations at each park and provided example photos of the station. The Board discussed ordering three (3) stations immediately for the 2 current parks as well as the new park to be built in phase 8. (1) additional station may be needed later if a park is constructed in phase 7. The average cost is approximately \$200 per unit, and the kits include all necessary components. The Board will oversee installation, and housekeeping will empty and maintain the stations.

Vote: All Board members present voted in favor.



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Park Sunshade & Lighting:

The Board agreed to obtain three (3) quotes for installation of sunshades at the parks. Additionally, a resident inquired about adding lighting for nighttime use. The Board will research lighting options and obtain quotes for both projects.

Board Involvement Inquiry:

The Board discussed meeting with a homeowner who has expressed interest in becoming involved. Two (2) proposed dates will be emailed to determine availability, and a lunchtime meeting option will also be considered.

Gas Lanterns – Old Perry Entrance:

The Board discussed conducting a homeowner survey regarding gas versus electric lantern options at the Old Perry entrance. SurveyMonkey was reviewed as the preferred platform, and the Board approved purchasing a one-year subscription, which can also be used for future community surveys.

Vote: All Board members present voted in favor.

The survey results will be determined by majority vote. The Board will announce the survey via the community Facebook page, at the quarterly meeting, and by email. Results will be published after the survey closes. Voting will be limited to one (1) vote per household using the email address provided. The Board will determine the distribution method, posting date, and survey duration.

Trees – 127 Entrance:

Seventeen (17) diseased trees have been removed at the 127 entrance, and the stumps have been ground down. Remaining trees trimmed and cleared from the roadway to allow proper visibility and access for large trucks. Replanting options will be evaluated in the spring once trees begin to bloom and leaf out.

Financial – Excess Funds:

The Board discussed options for allocating excess funds to earn interest, including a high-yield savings account/money market account. The Board will consult with our CPA for recommendations on the best option for reserve or excess funds.

New Park – New Phase:

The Board discussed using SurveyMonkey to gather resident input regarding potential additions to the new park in the new phase, such as a basketball goal, cemented cornhole boards, a bike rack, or other amenities. Residents will be invited to submit suggestions and vote on possible preferred features.

VICE PRESIDENT –

Kasey Anderson has resigned from the Board on January 19th, 2026. Brett Taylor will move from the At-Large position to serve as Vice President. The motion was presented and approved by unanimous vote.



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SECRETARY –

Welcome Gift:

The Board revisited discussion of a welcome gift for new residents, as previously addressed at the last meeting. It was agreed that a survey will be created via SurveyMonkey to gather community input. Additional welcome packets will need to be printed. The Board discussed mailing the welcome packet and, if a gift is selected, including a gift card as a practical option. The final decision will be determined by majority vote of the community.

External Audit:

The Board discussed proceeding with an external audit in 2026. Three accounting firms were contacted; however, each indicated they are not accepting new clients at this time due to tax season and advised reaching back out in May 2026. The Board unanimously agreed to move forward with obtaining an external audit and will revisit the matter in May.

TREASURER –

Mobile Deposits:

Mobile deposits continue to be extremely helpful for both the Board and our CPA, Jennifer. She is now able to easily access and review check images, which has streamlined her reconciliation process.

Payment Demand Letters:

Payment demand letters have been mailed to all residents with unpaid 2026 assessments. To date, approximately eight (8) residents have contacted us to arrange payment. One (1) resident remains unpaid.

Income:

Income reflected on the December 1–31 monthly report.

Pending Invoices:

All recent invoices have been uploaded, submitted to Jennifer for review, and approved. All approved invoices have been paid through Bill.com.

Account Balances:

- Money Market Account: \$256,055.42
- Small Business Checking: \$488,871.85



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2025 Liens:

- Sanford Place: 5 unpaid liens
- Woodlands of Houston: 12 unpaid liens

One Woodlands of Houston lien is currently included in a Chapter 13 bankruptcy filing. We will not receive payment on that lien until the resident completes their repayment plan.

2026 Outstanding Assessments:

- Sanford Place: 6 outstanding assessments
- Woodlands of Houston: 36 outstanding assessments

Several of the unpaid 2026 assessments are associated with residents who have had liens filed in prior years.

One LLC owner (who purchased homes in May and June 2025) received original invoices dated December 15. They submitted payments of \$360.00 per property and included a copy of the envelope showing a December 9 postmark. As no email address is on file, I recommend mailing a letter outlining the covenant requirements and payment expectations.

Additionally, one resident submitted an online payment that did not include the required late fee. They have not contacted us, but have viewed the \$50 late fee invoice six (6) times since it was issued.

There are also several liens filed within the past year for which reminder letters can be sent. As these would be courtesy (FYI) notices and not formal demand letters, certified mail would not be required.

Lien & Reminder Communication Strategy:

The Board discussed sending a “full reminder” email to residents with existing liens (whether from past years, current assessments, or both) as a courtesy notice outlining their outstanding status.

Additionally, draft letters will be prepared for the following situations:

- Residents with prior-year liens who have paid their 2026 assessments but still have outstanding lien balances.
- Residents who submitted payment without including the required \$50 late fee.

These communications would serve as reminder notices and clarification of outstanding



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balances.

Upcoming Zoom Meeting:

The Board discussed the need for a business Zoom account for future meetings, including the upcoming March meeting. Research into Zoom plans, pricing, and features will be conducted.

At Large- No members serving at this time.

Committees-

Architectural Control Committee (ACC):

The Board reviewed and approved four home improvement requests. Two additional inquiries were received that did not constitute formal applications; responses were provided. There are currently no applications pending or awaiting additional information from homeowners.

A resident inquired about installing a small, personal free library in front of their home near the mailbox. The request is for a temporary structure rather than a permanent installation. Laura will follow up with the resident to discuss guidelines and potential options.

Covenants and Plats:

All covenants and plats received to date have been posted on the Association website. Additional phase 8 covenants and plats are expected to be provided by the builder in the near future.

The Board conducts monthly follow-ups with the developer to confirm whether any new covenants or plats are available. Newly received documents are posted promptly upon receipt.

Grounds and Maintenance Committee:

Builder signage previously located near the four-way stop at Woodlands Blvd has been removed. The Morris Bank sign at the Old Perry entrance has also been taken down.

There are currently no volunteer members serving on this committee. Committee responsibilities are being managed by existing Board members. The Board agreed to continue efforts to recruit additional volunteers and to actively promote opportunities for community involvement.

Election Committee:

Matt Moorman has volunteered to serve on the Election Committee. The Board noted that a minimum of two members, and preferably three or more, are needed to adequately staff the Election Committee and will continue seeking additional volunteers.

New Business - None noted at this time.



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V. UNFINISHED BUSINESS – None noted at this time.

VI. ANNOUNCEMENTS - The next board meeting held at 6:00pm on March 18th, 2026 with a Zoom meeting to follow at 7:15pm for residents.

VII. ADJOURNMENT. There being no further business, the meeting was duly adjourned at 8:11pm on February 18th, 2026 by the moderator, Bo Bowen, President.

Patrick Bowen

PATRICK BOWEN, President
Woodlands Homeowners Association

Shauna Hardy

SHAUNA HARDY, Secretary
Woodlands Homeowners Association