

KENSWICK MEADOWS COMMUNITY ASSOCIATIONS, INC.
6411 FM 1960 Rd., Humble, TX 77338

OPEN AND EXECUTIVE MEETING MINUTES

Date: August 13, 2025

Open Meeting

Call to Order:

The meeting was called to order at 6:00 p.m. by Joseph Austin III, President.

Board Members Present:

- Joseph Austin III, President
- Phil Humber, Vice President
- Cheryl Dawson, Secretary/Treasurer

Old Business:

- **Trash Cans:** The Board addressed the need for new trash cans along the corridor and park area.
- **Safety Projects for 2025 (to be completed in phases):**
 - Install lighting on and around the monument at the East Entrance.
 - Install lighting in and around the park area.
 - Place concrete protection barriers (boulders).
 - Erect a coded gate at the park entrance to reduce the cost of replacing damaged wooden slats and to help keep the fence in good repair.
- **Community Information:** Discussion on distributing KMCA community policies, violation guidelines, business services contact information, and updates on project status/completion. Residents will be invited to participate and work with the HOA.
- **Finances:** A brief review of balance, income, and reserve fund overview for 2025 was provided.

New Business:

Financial Reports (January 2025 – July 31, 2025):

Presented by Joseph Austin III, President.

- **Account Balances:**
 - Checking: \$ 9,251.39
 - Savings: \$ 75,306.60
 - Deposit: \$ 2,189.75
 - Total: \$ 86,747.74

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- HOA Assessment Income (2025): \$ 46,103.78
- Outstanding HOA Assessments \$ 56,933.01
- Expenses Incurred: \$ 34,679.04
- Net Operating Income: \$ 11,224.74

Light Bill Expense:

- Current monthly average with Reliant Energy: \$1,500–\$1,600 for over 80 streetlights with 18 streetlights out.
- Motion: Phil Humber, Vice President, moved to shop for better rates. Motion seconded by Cheryl Dawson, and thirded by Joseph Austin III. Phil Humber will report his findings at a future meeting.

Community Website:

- Cheryl Dawson, Secretary, reported that the new Kenswick Meadows Community website is in development.
- Residents will be notified once launched.
- Features to include: Mission Statement, By-Laws, CCRs, KMCA Policies, downloadable forms, Stripe payment button, and more.

Adjournment

Open meeting adjourned at 6:45 p.m. by Joseph Austin III, President.

Executive Meeting

Call to Order:

The Executive Meeting was called to order at 6:50 p.m. by Joseph Austin III, President.

Board Members Present:

- Joseph Austin III, President
- Phil Humber, Vice President
- Cheryl Dawson, Secretary/Treasurer

By-Laws & Enforcement Policy:

- Cheryl Dawson provided the Board with the new KMCA Amended By-Laws and Enforcement Violation Fine documents.
- Per discussion with Attorney Eric Tonsul (RMWBH) on July 2, 2025, and unanimous Board approval on August 4, 2025, the HOA will proceed with updating/revising the By-Laws and adding the Enforcement Violation Policies/Fines.

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- Motion: Cheryl Dawson moved to approve and sign the amended By-Laws and Enforcement Violation Policy/Fines. Motion seconded by Phil Humber and thirded by Joseph Austin III.

Website Management:

- Joseph Austin III stated the website developer, Mr. Fabrian Ramphall Harrilal, did a good job on the site.
- The developer will manage the site, with KMCA retaining administrative rights for future Board transitions.
- Action Item: Cheryl Dawson to work with the developer to:
 - Obtain a written proposal for website management services.
 - Request an invoice for development fees and monthly management costs.
 - Ensure completion of the W-9 tax form.
 - Confirm public launch date of the website.

Adjournment:

Executive meeting adjourned at 7:20 p.m. by Joseph Austin III, President.

The following minutes is typed by Cheryl Dawson, Secretary/Treasurer

Minutes Approved: [Signature] Date: 8/14/25

Signed: [Signature] Joseph Austin III, HOA President

Signed: [Signature] Cheryl Dawson, HOA Secretary/Treasurer

NEXT MEETING DATE:

The next Board meeting TBD.