

UNIVERSITY PARK PATIO HOMES ASSOCIATION
Minutes of Board of Directors Meeting
REGULAR SESSION
October 12, 2026

The meeting of the Board of Directors of the University Park Patio Homes Association was held on Monday, October 12, 2026 at University Baptist Church, 16106 Middlebrook Dr., Houston, TX 77059, in Room 103/105. A quorum was established by the presence of Pat Farrell, Liz Louis, Donna Roberts, and David Kean. Kathy Dooley was present representing Community Management Solutions, Inc. - University Park's Homeowners Association. The meeting started at 6:03 pm and Pat Farrell opened the meeting with the Pledge of Allegiance.

GUEST SPEAKERS

In attendance were:

- The City of Pasadena, Officer Leticia Robles
- Pat Farrell on behalf of Hal Burke, Neighborhood Network Manager
- Kathy Dooley, President/Owner of CMSI

Pat Farrell mentioned how much UPPH's food donation helped Pasadena's Food Drive last year and how much our contribution was appreciated. Pat is accepting food donations at her house through mid-November, which will be delivered to the Food Pantry when the collection period ends. She also reminded homeowners that Pasadena's Fall 'Residential Shred Day Event' was coming up on Saturday, November 7, 2026 from 9:00 am to 12:30 pm.

Officer Robles went over the Pasadena Police Department Calls for Service report for UPPH from 8/18/26-10/12/26 stating our community is doing a great job with only 4 calls, with nothing of significance. She said our community is very safe with very little crime.

SECRETARY'S REPORT – BOARD MEETING MINUTES

The August 17th 2026 minutes were reviewed and approved by the Board via email and are posted on the UPPH website.

TREASURER'S REPORT-FINANCIALS

The July & August 2026 financials were reviewed and approved by the Board via email. Dave Kean noted there were additional irrigation repairs and that replacement of some of the aging components would be needed.

COMMITTEE REPORTS

A. Social Committee – Pat Farrell

- **Neighborhood Dinner** – Monday, September 14th was a fun event at Tommy's Seafood Restaurant with 32 neighbors attending.
- **National Night Out** - Tuesday, October 6, 2026
& Kickoff of the **Pasadena Food Drive** –

The **NNO** was a fun event with numerous door prizes distributed throughout the evening and 50 homeowners were in attendance. The City of Pasadena Mayor Thomas Schoenbein, Pasadena Firemen, and Police officers all visited during the evening.

Donations to the **Pasadena Food Drive** will continue until **mid-November**.

OLD/NEW BUSINESS

- A. 2026 Matching Grant Program - Grant projects completed & reimbursement received.
 - a. Front Monument Beautification project – East Side
 - b. Front Monument Beautification Project – West Side
 - c. Removing dead/dying trees along Park Shadows
- B. Ratified Interim Approvals – The Board reviewed and approved the following actions via email.
 - a. Irrigation Repairs (\$486.59) Two irrigation repairs completed by Bay Area Sprinklers
 - b. Tax Consultant Fee (\$3,700) Cost to initiate the process of obtaining tax exempt status for UPPH. This would eliminate UPPH from paying taxes on services and repairs, incurring substantial savings for the community.
- C. 2027 Grant Projects – Tree trimming along Park Shadows
The 3 proposed neighborhood matching grant projects, involving improving the trees/landscape along Park Shadows (trimming and branch removal), along with the expenses for National Night Out were presented. All homeowners in attendance were in agreement with the proposed projects.
- D. Landscape Contract
Landscape (mowing) represents 80% of the UPPH budget and factors heavily into homeowners' assessment fee annually. Due to the 9% increase proposed by our current landscape company for 2027 and homeowners' input (complaints), the Board has solicited proposals from other landscape companies for this contract. We are reviewing the bids received and finalizing a decision. The Board will vote on the 2027 landscape contract via email.
- E. 2027 Budget and Assessment Rate
 - a. The Board reviewed the draft 2027 budget and discussed no increase on the annual assessment for 2027. Pat Farrell made the motion to approve the budget as presented and keep the assessment at \$1550 per household, Liz Louis seconded the motion, all in favor, motion passed.

COMMENTS FROM HOMEOWNERS

A homeowner asked if mailbox repair and painting could be added as a potential grant project for UPPH. Maintenance is the community's responsibility but the locks on the boxes are strictly governed by the Post office. We will look into the project and report back on potential repairs.

ADJOURNMENT

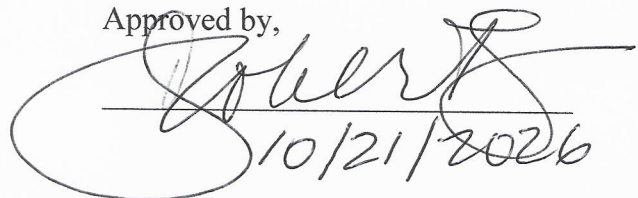
The meeting adjourned at 6:57 pm. The next meeting will be in early 2027.

EXECUTIVE SESSION

The Board reviewed collections & enforcement issues. Pat Farrell motioned to adjourn, Donna Roberts seconded-session adjourned at 7:23 pm.

Respectfully submitted,
By Donna Roberts
Board Secretary

Approved by,



10/21/2026