

Firethorne Community Association Inc. Board of Directors met at 28800 S. Firethorne Road and via Teams Meeting at 7:00 P.M. November 20, 2025.

Directors in attendance were:

Robin Short, President  
Katie Carner, Vice President  
Meredith Lauer, Secretary  
Ronald Crasta, Treasurer

Also present was Telee Horacefield, General Manager, Carlethia Ambrose, Assistant Community Manager

**Quorum was established**, Director Short called the meeting to order at 7:00 PM

**Community Input from Residents:**

Nathan Shipley reported that ten License Plate Readers are being installed at major entrances and exits, with eight completed so far. Cameras have also been added at three mailbox kiosks, with access to both LPR and camera information limited to the Constable's Office. One-hour parking signs have been placed at the mailbox kiosks and are enforceable by the Constable. Lighting will be added to the community crosswalk. Nathan also noted that Santa will visit the neighborhood on December 1st and 2nd with the fire truck canvassing the area. MUD 151 recommended appointing a liaison to serve as the point of communication between the MUD and the Board.

**Minutes** – Director Carner made a motion to approve the Reconvened October Minutes 2025, Director Lauer seconded the motion, all in favor, motion carried.

**Constable Report** – Constable reported there were 95 dispatched calls, 28 traffic contacts, 4 reports, 8 alarms, 3 house watches, 2 accidents, 4 property checks; reports included 1 theft, 2 medical emergencies, and gas leak.

**Perimeter Fence Update-** Phase 1 of the fence project is 98% complete, with the final panels currently being installed.

**Committee Report:**

Director Short has requested that all committees have a Deputy Chairperson in place.

**Amenities Committee – Therese Kotara, Chair**

Mrs. Kotara reported that she is working with Chase to confirm ownership of the Wood Lily sidewalk easement. Bids will be submitted once ownership is verified. Fencekeeper was approved as the vendor for the pathway project. Aaron's Electrical completed the work order for the parking lot lights. A chaise lounge was replaced under warranty at the pool. She obtained two bids for security cameras. Tables and chairs for the North Clubhouse are ready for order pending Board approval. The next meeting will be held Tuesday, December 2, 2025.

**Modifications Committee – Adam Sowers, Chair**

Mr. Sowers reported no change since the last meeting. Solar panel amendment has been finalized, recorded, and posted.

**Special Events Committee – Chandra Rathje, Chair via Teams**

Miss Rathje reported no updates. The community Frosty Event is scheduled for December 6<sup>th</sup>. She will meet with Teal about craft fair after the holidays.

**Community Watch Committee**

No updates were provided. The association is currently seeking a volunteer to lead this committee.

**Financials – Ronald Crasta – Treasurer**

Director Crasta made a motion to approve October 2025 Financials. Director Short seconded the motion, all in favor, motion carried.

**Manager's Report– Manager's Recap of the Month Report**

Mrs. Horacefield reported that this month's update is a continuation of last meeting's recap. Tree trimming will begin this weekend, starting at the North Clubhouse and Recreation area, and is expected to take three to four weeks. Community mulching will begin December 1st. Areas previously missed during mowing have now been completed.

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**Ratify E-Mail Approvals**

No updates

**New Business**

*2026 Assessment Rate*

Director Crasta made a motion to adopt a \$50 increase to the annual assessment, raising the total to \$900. Director Short seconded. All were in favor; motion carried.

*2026 Payment Plans*

Residents may request payment plans beginning January 2nd. A \$50 administrative fee applies. Requests may be submitted via the resident portal or in the office.

*Cleaning Proposals*

Director Carner made a motion to approve Family & Friends Cleaning Service proposal. Director Lauer seconded the motion, all in favor, motion carried.

*2025 Audit Engagement Letter*

Director Carner made a motion to the 2025 Annual Audit Engagement Letter, Director Crasta seconded the motion, all in favor, motion carried.

*Upcoming North Clubhouse Rentals*

Director Short reported that Ms. Ambrose made an appointment for Friday, November 21, 2025, with the Chief Assist Fire Marshal of Fort Bend County to do a walk through on of the clubhouse to determine the occupancy load.

*Pest Control Proposals*

Director Carner made a motion to approve Caraway Pest Control proposal. Director Lauer seconded the motion, all in favor, motion carried.

*Gym Repairs*

The Board reviewed the proposals but requested additional time for evaluation and asked that a comparison sheet be prepared. Director Crasta requested that Mrs. Horacefield obtain a bid from the previous vendor and confirm whether new vendors are open to working with other contractors.

**Next Board Meeting, Thursday, December 18, 2025, at 7:00 PM**

**Executive Session--** The Board went into Executive Session.

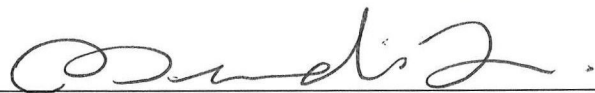
Discuss Legal and Other Association Matters

**Executive Session ended**

**Open Session**

**Adjourn**

Meeting was adjourned at 9:45 PM



Meredith Lauer, Secretary

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