

FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, November 16, 2021

17171 Park Row Dr. Ste 310 Houston, Texas 77084

DIRECTORS PRESENT IN PERSON OR BY PHONE

Donna Haines, Sharon Swanson, Jim Nabors, Dan Bonner.

DIRECTORS ABSENT

Jesse Soto, Justin Wilson, Caryn Craig

ALSO PRESENT

Michelle Villegas, Crest Management Company

CALL TO ORDER

With notice properly served and quorum duly established, the meeting was called to order by Vice President Haines at 7:30 PM.

APPROVAL OF MINUTES

The Board reviewed the October 19, 2021, minutes. Director Haines moved to approve the minutes as presented. The motion was seconded by Director Bonner and with all in favor, the motion passed.

FINANCIALS

End of month October financials were presented to the Board for consideration. Treasurer Bonner discussed the overall financial standing of the association. Cash account balances at the end of October totaled \$456,002.44, \$28,064.29 in receivables owed and the October operational costs were under budget. There are some invoices still outstanding, but the association should remain under budget when invoices are received and paid.

2021 COLLECTION

There were no delinquent accounts that required further action at the time of this meeting.

ENFORCEMENT ACTIONS

The Board of Directors reviewed the Enforcement Action report, the Violation Summary report and the Inspection report. The following accounts were approved to be forwarded to the attorney for further enforcement action

2110511001

2110512023

COMMITTEE REPORTS

- **LANDSCAPE**-Brightview was informed of the decision to renew the service agreement.

The season color was installed and looks healthy

The second weed treatment was done, the Volunteer committee will need to form a group to remove from the wall.

Two remaining piles of dead plant material to be removed by November 18, 2021, on the corners of Trademark and Foxgate.

Director Haines moved to approve the irrigation repair invoice for \$301.31. The motion was seconded by Director Bonner and with all in favor, the motion passed.

- **SECURITY/COURTESY OFFICERS**-No changes or updates at the November board meeting.
- **WALLS, STREETS, ALLEYS, SEWER AND LIGHTS**-The towing policy will be included in the annual billing statement mailout and will begin being enforced on January 1, 2022.

President to post reminder to homeowners to have address markers visible in the front of home and if at an alley, in the back of the home.

- **VOLUNTEER**- Mrs. Villegas to reach out to Director Soto about the holiday decorations and the lighting in storage.
- **MANAGEMENT REPORT**-
 - Violation Summary-Violation summary report shows 26 new and/or escalated violations at the last deed restriction enforcement inspection.
 - Homeowner Communication-Mrs. Villegas presented the Call Log report and updated the Board on her communications with homeowner. Most complaints that have come in are communications about violations on lots within the community.
 - ACC Committee-Mrs. Villegas presented the Exterior Modification Application report. Eleven applications were submitted in the month of October.
 - Trash-Only recent complaint has been that Texas Pride is not responding quickly or sometimes not at all, to homeowner emails. Mrs. Villegas to reach out to Texas Pride owner about lack of response.

BUSINESS/MAINTENANCE ITEMS

- The majority of the Board unanimously voted to kill the leasing amendment ballot collection. The amendment will be reconsidered and rewritten by the new attorney to be clearer and easier to interpret, as well as being enforceable per the state laws as well as association governing documents. The matter will be reconsidered after the first of 2022.
- The majority of the Board unanimously voted to table the alley way project vote to allow for one additional bid to come in. The Board should be reviewing and voting on a contractor within the next few weeks.
- 2022 Operating budget- Treasurer Bonner provided an overview of the draft 2022 operating budget with requested changes. After additional review and discussion, Director Haines moved to approve the budget with an increase in security camera maintenance and repairs to \$5000.00. The motion was seconded by Director Nabors and with all in favor, the motion passed. A copy of the budget will be included with the annual billing statements.

- o 2022 Annual Meeting will be held in person. Mrs. Villegas to check for availability with previously used venues.
- o The invoice from Culberson Infrastructure Consultant needs to be corrected to be billed to Fleetwood Property Owners Association and delivered to Fleetwood Property Owners Association.
- o Vote on the invoice from Beyond General Construction was tabled to allow Director Nabors to research and work with Director Craig.

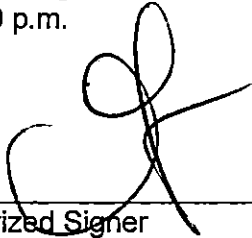
HOMEOWNER INPUT

- o No homeowners were present

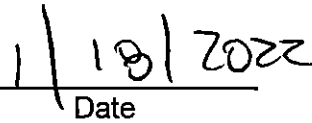
Next Meeting Date –Tuesday, January 18, 2022 (no December Board meeting held).

ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting at 9:20 p.m.



Authorized Signer



Date