

FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, July 13, 2021

17171 Park Row Dr. Ste 310 Houston, Texas 77084

DIRECTORS PRESENT IN PERSON OR BY PHONE: Donna Haines, Sharon Swanson, Caryn Craig, Jesse Soto and Dan Bonner.

ALSO, PRESENT: Michelle Villegas representing Crest Management Company

CALL TO ORDER

With notice properly served and quorum duly established, the meeting was called to order at 7:39 PM.

APPROVAL OF MINUTES

Upon motion made and duly seconded, motion carried to unanimously approve the minutes from the June 8, 2021 Board meeting as presented.

FINANCIALS

Ms. Villegas presented the EOM June 2021 balance sheet and income statement. The Board of Directors reviewed the financial report. Mrs. Villegas recommended increasing assessments for 2022. The alley way project is going to be extremely expensive and will need to be done in phases. The Board will review and plan for assessment increases every year starting in 2022 to bolster reserves and plan/execute high cost maintenance and repair items within the community.

2021 COLLECTION

The Board of Directors reviewed the EOM June 2021 aged receivables report. After review it was determined that the following accounts be sent to the attorney for further collection action:

- 2110512020
- 2110304005
- 2110511022
- 2110512021
- 2110102009

ENFORCEMENT ACTIONS

Upon motion made and duly seconded, motion carried to approve the Association's Attorney to proceed with Enforcement for the following accounts:

- 2110306002
- 2110102018
- 2110303004
- 2110103008
- 2110610008

Upon motion made and duly seconded, motion carried to approve the following accounts for final demand letters:

- 2110307003
- 2110306003

- 2110503034
- 2110503038

COMMITTEE REPORTS

- **ACC:** Director Haines moved to appoint Elaine Dyson to the chair the ACC Committee effective September 1, 2021. The motion was seconded by Director Soto and with all in favor, the motion passed. Ms. Villegas to provide a sample code of conduct and a sample ACC Committee charter for consideration. The Board expressed concern about the ACC Committee approving things that are not approvable based on the community governance. Ms. Villegas explained that if a request comes in for something not permitted, the request will be returned to the homeowner for modification. The ACC committee will only be presented with applications for items that are not in violation with governing documents and/or state and federal laws.
- **LANDSCAPE & IRRIGATION:** Director Haines stated that irrigation repairs all seem to be completed and everything functioning properly after damages caused by the freeze in February.
- **COURTESY OFFICERS:** Ms. Villegas to look into additional options for the community including a 70/30 contract with the Harris County Sheriffs office or City of Houston Police Department. The Board would like other options for monitoring the community cameras and license plate readers.
- **TRASH SERVICE:** Director Swanson reported that a credit is due to the residents from Texas Pride for missed June pick up. A credit is owed to the association from Texas Pride for missed trash pick up in July. Ms. Villegas to look into other options for service providers. Lack of communication from Texas Pride is the biggest issue.
- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Ms. Villegas working to get a third bid for alley repairs needed. AT&T left wires laying across alleys and in some spots, across driveways off the alleys. Can they be cut or removed? Weeds/vines growth from neighboring community needs to be removed from Fleetwood side of wall. Ms. Villegas to reach out to Barkers Landing about working together on cleaning up growth over the wall. Ms. Villegas to review governing documents to see if an amendment can be done to guidelines that includes homeowner responsibility for rear of properties that back up to alleyways.

BUSINESS

- **Towing Policy:** Director Bonner to review final edits to be filed with the county. Ms. Villegas to get bids from tow companies for enforcement contract when final policy is drafted and filed.
- **Communication with Homeowners:** Ms. Villegas to include call log in board packets going forward, for every meeting.
- **Fence Policy:** Tabled
- **Address Marker Addendum:** The addendum is ready to go to the attorney and to be voted on

- **Short Term Leasing Amendment:** The Board has approved a mailing of the ballot for approval of the short-term leasing amendment to the DCC&Rs. Ms. Villegas to reword and clarify the amendment, provide email address, mailing address, and drop off address for ballot returns. Return date should be September 1, 2021. Ms. Villegas will present to the Board before mail out of reworded/updated ballot. Board of Directors will also solicit votes door to door for owner occupied addresses.
- **Candidate Bio Forms:** Forms are needed for those interested in appointment to the Board of Directors.
- **Resolutions Missing from Portal:** Ms. Villegas to review and make certain all resolutions that have been filed with the county are available on the homeowner portal.

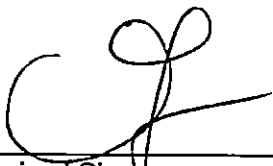
HOMEOWNER INPUT

- No homeowners were present

Next Meeting Date –August 10, 2021, at 6:30pm executive session, 7:30pm general session.

ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting at 9:40 p.m.



Authorized Signer

8/17/2021

Date