

# FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.

## MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, August 11, 2020

17171 Park Row Dr. Ste 310 Houston, Texas 77084

---

**DIRECTORS PRESENT IN PERSON OR BY PHONE:** Donna Haines, Caryn Craig, Sharon Swanson, Dan Bonner, and Brian Hefty.

**ALSO, PRESENT:** Jessica Loving, representing Crest Management Company

### **CALL TO ORDER**

With notice properly served and quorum duly established, the meeting was called to order at 6:30 PM.

### **APPROVAL OF MINUTES**

Upon motion made and duly seconded, motion carried to unanimously approve the minutes from the July 14, 2020 meeting.

### **HOMEOWNER INPUT**

No homeowners present

### **OPEN SESSION**

### **COMMITTEE REPORTS**

- **ACC:** Director Swanson reported in the past month there were 3 applications submitted. 2 were approved and 1 is pending decision. Mrs. Gresley and Mr. Nelson joined the ACC committee, the community now has a 5-member committee to assist with the reviewal of applications. Director Swanson commented on the importance of applying before making any changes to your property.
- **LANDSCAPE & IRRIGATION:** Director Haines summarized the landscape maintenance meeting on July 23, in attendance virtually was Mr. Butts (Brightview), Director Haines and Jessica (Crest Management). She commented on the approved April 2020 estimate, being completed in June 2020. There is a consistent issue with lack of communication and delays in completing tasks. Management will obtain three bids for landscape maintenance service.
- **COURTESY OFFICERS:** Director Craig reported on suspicious vehicles spotted throughout the community. Expressed the importance of locking your vehicles and having your POA stickers visible on your vehicles.
- **TRASH SERVICE:** Director Swanson reported on the constant issue with missed trash service at the same properties. There were reports of the trash trucks speeding through the community, lack of leaving notices for missed heavy trash and curb damage created by the trucks. Director Swanson requested management to acquire a rough estimate of the scheduled pick up times and to be notified when a crew changes.
- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Management provided an update on the repaired lights along the brick wall. Management will research alley repair bids.
- **TREASURER:** Director Hefty requested the interest rates on association accounts. Requested a follow-up on the status of the association audit. Management will contact Canady and Canady again for status.

### **FINANCIALS**

Agent reviewed the July 31, 2020 financials. Total cash was noted at \$383,882.74. Total outstanding assessments for 2019 was reported as \$4,728.08. Assessment Receivables increased \$1,767.20 from the prior month's balance. The Income Statement for the same period reflected that the Association was under budget with a surplus of \$15,651 for the month of July.

### **2020 COLLETION**

The Board reviewed the Accounts Receivables report for July 31, 2020, upon motion made and duly seconded, motion passed: No accounts this month

Fleetwood POA  
Minutes of the August 11, 2020  
Page 2

### **BUSINESS**

- **Amendment Status Update:** Upon motion made and duly seconded, motion passed to table Amendment Draft, pending a review from Greg & Greg.
- **Tree Trimming Quote:** Upon motion made and duly seconded, motion passed to table the quote for tree trimming
- **Foreclosure and Enforcement Actions:** Upon motion made and duly seconded, motion carried to approve the Association's Attorney to proceed with Enforcement for the following account: 2110303011
- **Management** instructed to send final demand letters for the following accounts: 2110609010 and 2110305031

### **EXECUTIVE SESSION**

The Board adjourned the open session of the meeting and proceeded into Executive Session. Upon the adjournment of the Executive Session at 8:40 p.m., list the following results:

### **ATTORNEY STATUS REPORT**

The board was provided the most recent status report for Holt and Young. Questions arose regarding a few accounts. Management will follow up with the Attorney.

### **DEED RESTRICTION REPORT**

The board was provided the most recent deed restriction, questions arose regarding the multiple RV violations throughout the community. RV's are not permitted in the neighborhood. Any neighbor wanting temporary parking of an RV must request permission.

**Next Meeting Date** – September 8, 2020 at 6:30pm.

### **ADJOURNMENT**

There being no further business to come before the Board, a motion was made to adjourn the meeting at 9:47p.m.

\_\_\_\_\_  
Authorized Signer

9/13/2020  
\_\_\_\_\_  
Date