

FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
at 6:30 P.M. Wednesday, December 12, 2018
Crest Management 17171 Park Row Ste 310, Houston, Texas 77084

DIRECTORS PRESENT IN PERSON or BY TELEPHONE:

Elaine Dyson, President (Teleconference); Donna Haines, Vice President, Sharon Swanson, Secretary and Laura Jones, Director

ALSO, PRESENT:

Lindsey Hall-Wikenczy, CMCA®, AMS® with Crest Management Company along with James Ballowe and Dave Jaeger with Texas Pride Disposal

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, as presented, from the November 14, 2018 meeting.

OPEN SESSION

GUEST: TEXAS PRIDE DISPOSAL

Texas Pride Representatives, James Ballowe and Dave Jaeger were in attendance to discuss the services provided to the Association and to address the following concerns shared by the Board: speeding through the community, communication with the Board, pick up times and billing. Texas Pride will also establish a dedicated email address for Fleetwood POA residents

COMMITTEE REPORTS

- **ACC:** Director Swanson advised the Committee was currently reviewing several applications that had been submitted recently. Ms. Swanson also advised the Committee had received some applications that appeared to be missing pertinent information that the Committee requires to form a decision. In addition, there appears to be several properties within the community the appears to be performing improvements without submitting the required ACC application.
- **LANDSCAPE & IRRIGATION:** Director Haines reported she met with Kyle Franklin with IMS Landscape and toured the community. IMS Landscape will be submitting proposals for the Walkwood Court rut repairs/irrigation issues, Daria Court bush removal, HWY 6 Wall bed clean up and plants and raising 3 median valves. Ms. Haines also advised a map detailing the Memorial Dr maintenance needs to be sent to IMS Landscape to ensure all areas are being maintained. Ms. Haines requested maintenance reports for all services provided by IMS Landscape since October 2018.
- **SECURITY:** Director Dyson reported Security for the Association is going very well and there have been no issues with the back-up team. The only report of concern is with packages being stolen from residents; however, these matters are being reported to law enforcement.
- **TRASH SERVICE:** Director Swanson and the Board addressed their concerns with Texas Pride (see above).

- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Director Jones stated the Addicks-Howell wall repairs looks good; however, the City of Houston still needs to inspect.
- **TREASURER:** Director Hefty was not in attendance to provide a report.

FINANCIALS

Lindsey Hall-Wikenczy reviewed the November 30, 2018 financials. Total cash was noted at \$287,245. Total outstanding assessments for 2018 is \$17,379.63. Agent advised they are currently 93.8% collected for 2018 Assessments.

UNFINISHED BUSINESS

Ratifications – Pursuant to the authority granted to the Directors in Article 1396-9.10 of the Texas Non-Profit Corporation Act, to act by majority written consent without a meeting, upon motion made and duly seconded, motion passed to hereby approve and confirm the following actions of said corporation:

- Ivy Wall Trimming by IMS Landscape, \$411.35 - **APPROVED**

NEW BUSINESS

IRRIGATION PROPOSALS: Management advised an updated map of the Association was requested by and sent to IMS Landscape. Proposals will be reviewed, after IMS provides an update, at the January 2019 meeting.

SHORT TERM LEASING REGULATION: The Board expressed concerns with the growing number of short term leases, noting a handful have become a disturbance to surrounding neighbors. The Board consulted with Holt & Young, Attorney for the Association, regarding the matter. Holt & Young recommended the Board approve and adopt a Regulation imposing Regulations that state:

- No leases less than 30 consecutive days
- The whole lot shall be leased
- Shall not be advertised on AIRBNB.com or a similar site
- Declaration must be provided to anyone who leases a property
- Tenant Communication shall only be done through the landlord/Owner of the lot.

Upon receipt of the recorded document, it shall be uploaded to the Associations website and will be available to all residents. This document will be an official and enforceable document of Fleetwood POA.

Schedule of Next Meeting – January 9, 2019 at 6:30pm.

Adjourn to Executive Session at 7:45 p.m.

EXECUTIVE SESSION

The Board adjourned the open session of the meeting and proceeded with Executive session. Upon the adjournment of Executive Session at 8:25 p.m., list the following results:

ACC REVIEW:

ACCT#: 2110512001 – Garage Conversion: The Board reviewed the Application that was submitted at the November 2018 meeting. The Board is asking the Attorney to prepare a document stating the Garage is to be converted back to its intended purpose upon sale of the property. This document shall be presented to the Owners and recorded by the County as an official document.

ATTORNEY STATUS REPORT

The Board was provided the most recent status report from Holt & Young. No action was required at this time.

COLLECTION REPORT

The Board was provided the most recent status Collection Report. No action was required at this time.

DEED RESTRICTION ENFORCEMENT ACTIONS

Upon motion made and duly seconded, motion passed to forward the following accounts to the Association's Attorney for further actions. No action was required at this time.

ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting at 8:30 p.m.

E. Dyson
Authorized Signer

01/09/2019
Date