

FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Wednesday, August 8, 2018

Crest Management 17171 Park Row Ste 310, Houston, Texas 77084

DIRECTORS PRESENT:

Elaine Dyson, President; Sharon Swanson, Secretary; Brian Hefty, Treasurer and Donna Haines, Director

ALSO, PRESENT:

Lindsey Hall-Wikenczy, CMCA®, AMS® with Crest Management Company

CALL TO ORDER

With notice properly served and quorum duly established, President, Elaine Dyson called the meeting to order at 6:41 PM.

APPROVAL OF MINUTES

Upon motion made and duly seconded, motion carried to unanimously approve the minutes from the July 11, 2018 meeting with one verbiage correction to be made.

OPEN SESSION

COMMITTEE REPORTS

- **ACC:** Sharon Swanson advised everything was going well advising the Committee liked to meet with the residents when there is a question or a possible denial to the request. The Committee, along with the Board, advised Management no application is needed for residents wanting to paint their homes a neutral color (cream, white or beige).
- **LANDSCAPE & IRRIGATION:** Donna Haines reported she was working with Management with regards to the Landscape Contract for the community. The Board was provided with proposals from Green Feet Landscape and Yellowstone Landscape. Management advised I.M.S Landscape Services, Inc. was also submitting a proposal and they should have it for the Board to review by end of the week. The Board has asked to table the vote until after they are able to thoroughly review all proposals.
- **SECURITY:** Elaine Dyson reported there were no major incidents to report for the previous month, apart from some suspicious vehicles. Ms. Dyson also informed the Board, the security cameras on Crossroads were down. The cyber optic cable was repaired, and the cameras are now operational. Also, being reported was the current Security Contractor, USSA, was being bought out/merging resulting in the Association communicating with Elite Protection, Inc. for a proposal.
- **TRASH SERVICE:** Ms. Swanson reported there were no major concerns at this moment.
- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Laura Jones was not in attendance to provide a report.

FINANCIALS

Brian Hefty reviewed the July 31, 2018 financials. Total cash was noted at \$321,295.85 with accounts receivables totaling \$50,568.04. Total outstanding assessments for 2018 is \$23,428.13. Agent advised they are currently 92% collected for 2018 Assessments.

NEW BUSINESS

ARMY CORPS OF ENGINEERS: Update was provided on the deposition of Mr. Richard Long with the Army Corp of Engineering. Mr. Hefty advised he was present for the deposition. The Board would like a summary of the deposition, if one is or can be available. Management advised all invoices for damages done to the community property that were due to the flood in 2018 were submitted to McGhee, Chang, Landgraf along with the contract and fact sheet. Updates will be provided as they are received.

WELCOME LETTER: The Welcome Letter, which is sent to all new Fleetwood POA homeowners, was reviewed. The Board provided revisions on trash service and community involvement.

Schedule of Next Meeting - September 12, 2018 at 6:30pm.

Adjourn to Executive Session at 7:59 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 8:30pm, list the following results:

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 reviewed the Accounts Receivable Delinquency Report, upon motion made and duly seconded, motion passed to authorize Holt & Young to proceed with the necessary foreclosure procedures for Acct 2110307001 and Acct 2110103050.

DEED RESTRICTION ENFORCEMENT ACTIONS

The addresses in the Legal Section have reached the stage of non-compliance to be referred to the Association Attorney for a demand letter. Each of these has received at minimum, three communications from the Association: Upon motion made and duly seconded, motion passed to authorize the following accounts to be referred to the Association Attorney for a demand letter:

- 2110307001 – Remove holiday lights from tree
- 1480802017 – Paint the trim/attic vent on your home

ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting at 8:35 p.m.



Authorized Signer

9/12/18

Date