

# **FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.**

## **MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**

**at 6:30 P.M. Tuesday, October 19, 2021**

**17171 Park Row Dr. Ste 310 Houston, Texas 77084**

---

### **DIRECTORS PRESENT IN PERSON OR BY PHONE**

Donna Haines, Sharon Swanson, Caryn Craig, Jim Nabors, Justin Wilson and Dan Bonner.

### **DIRECTORS ABSENT**

Jesse Soto

### **ALSO PRESENT**

Michelle Villegas, Crest Management Company

### **CALL TO ORDER**

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

### **APPROVAL OF MINUTES**

The Board reviewed and approved the September 21, 2021, minutes with the edit to include the newly appointed ACC Committee members.

### **FINANCIALS**

End of month September financials were presented to the Board for consideration. Director Bonner discussed the overall financial standing of the association. For 2021, expenses are under budget in almost every area, there was \$132,838.93 in the operating account and an additional \$342,510.31 in reserve accounts at the end of September.

Ms. Villegas presented the 2022 proposed operating budget for the Boards consideration and review. Directors are to email Director Bonner with any changes to the operating budget in advance of the November meeting. The intention is to approve the budget at the November Board meeting.

### **2021 COLLECTION**

Director Craig moved that any account with a balance of unpaid assessments over \$90.00 be sent to the attorney. Director Bonner seconded the motion and with all in favor the motion passed. In review of the aged receivables, the following accounts showed to have a balance for unpaid assessments over \$90.00 and were approved to be sent to the attorney.

- 2110304005
- 2110511022
- 2110512021
- 2110102009
- 2110306011
- 2110305013
- 2110104018

- 2110102019
- 2110512016
- 2110512007
- 2110512006
- 2110306003
- 2110305002

### **ENFORCEMENT ACTIONS**

The Board of Directors reviewed the Enforcement Action report, the Violation Summary report and the Inspection report. There were no accounts to be escalated to the attorney after the most recent inspection.

The Board would like to see more consistent escalation of violations and more notations on any accounts that are not escalated at the time of inspection.

### **COMMITTEE REPORTS**

- **LANDSCAPE**-The 90-day termination to cancel the Brightview landscape maintenance contract is November 28, 2021. The cost increase for renewal is 3% and the Board unanimously voted to continue with Brightview.

Piles of dead debris in the alleyways is to be cleaned up by the end of October

Brightview is working with Director Haines on ongoing irrigation system tracing and needed updates.

The new color installation will consist largely of red and white Dianthus.

- **SECURITY/COURTESY OFFICERS**-No changes or updates at the October board meeting.
- **TRASH**-Director Swanson sent photos and update to Texas Pride about the construction on Foxgate and alley closure issues during construction. This report will now fall under Mrs. Villegas' management report beginning in November.

Texas Pride is supposed to be leaving a note when any items are not picked up indicating why the pickup was not done but this is not happening. Mrs. Villegas to reach out to Texas Pride to make sure they resume doing so.

- **WALLS, STREETS, ALLEYS, SEWER AND LIGHTS**-the Board of Directors has selected Ideal Towing to service the community and assist with parking enforcement issues in the community alleyways.
- **VOLUNTEER**- No changes or updates at the October board meeting.
- **MANAGEMENT REPORT**-
  - Violation Summary-Violation summary report shows 21 new and/or escalated violations at the last deed restriction enforcement inspection.

- o Homeowner Communication-Mrs. Villegas presented the Call Log report and updated the Board on her discussion with one homeowner who is settling on a past due assessment issue with the attorney and where all parties are at on resolution.
- o ACC Committee-Mrs. Villegas presented the Exterior Modification Application report. Seventeen applications were submitted in the month of September. Eight applications were pending at the time of the meeting, seven applications had been approved, and two applications were denied.

### **BUSINESS/MAINTENANCE ITEMS**

- o The Board of Directors will continue the process of collecting votes on the proposed amendment to leasing.
- o The Board of Directors approved the new play equipment and play apparatus guidelines for items in the front or side yards.
- o Get the half circle wall to the rear of Foxgate cleaned (soft wash).
- o Review and provide the board with a copy of any guidelines to go with the address marker policy.
- o The May meeting minutes are not on the portal and need to be added.
- o The light fixtures for the alleyways need to be taken from storage to be installed.

### **HOMEOWNER INPUT**

- No homeowners were present

**Next Meeting Date** –November 16, 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 9:48 p.m.



Authorized Signer

11/16/2021

Date