

FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, October 13, 2020

17171 Park Row Dr. Ste 310 Houston, Texas 77084

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

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 6:39 PM.

APPROVAL OF MINUTES

Upon motion made and duly seconded, motion carried to unanimously approve the minutes from the September 8, 2020 meeting.

HOMEOWNER INPUT

No homeowners present

OPEN SESSION

COMMITTEE REPORTS

- ***ACC:*** Director Swanson reported in the past month there were 7 applications submitted. 6 were approved and 1 is pending decision. There was one issue with an installed fence. If at any point, there is a tie with an application. Crest is to notify Director Haines, and she will be the tie breaker.
- ***LANDSCAPE & IRRIGATION:*** Director Haines spoke on the improvement with communication and service with the community landscaper, since the conference call. During a recent onsite meeting with the landscaper, there was discussion of the following:
 - *Rearranging the flowerbeds at the monument signs*
 - *Cleaning up the discarded leaves in the alleyways free of charge through January 2021*
 - *There will be no price increase on the landscape contract*
 - *The leak on crossroads was fixed*
 - *Sprinkler heads were replaced along crossroads*
 - *Suggestions of changes for the shaded area along Crossroads*
 - *Bahia grass along memorial will be eradicated*
 - *Will raise the sprinkler heads in Jasmine along Crossroads*
 - *Two small trees on the southside were reviewed and nutrients will be applied in an attempt to save the trees.*

Upon motion made and duly seconded, motion passed to approve irrigation bid presented in the amount of \$2400.00. Upon motion made and duly seconded, motion passed to approve tree trimming bid received from Brightview, in the amount of \$3,300.00.

- ***COURTESY OFFICERS:*** Director Craig reported there were a few incidents that occurred and were handled by HPD. Upon motion made and duly seconded, motion passed to terminate the Elite Security Contract.
- ***TRASH SERVICE:*** Director Swanson reported on the continuation of the missed trash pickup throughout the community.
- ***WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:*** Director Bonner reported the alleys needs to be cleaned up.

- **TREASURER:** Director Hefty was absent.

FINANCIALS

Agent reviewed the September 30, 2020 financials. Total cash was noted at \$361,414.67. Total outstanding assessments for 2019 was reported as \$4,016.08. Assessment Receivables decreased \$13,036.17 from the prior month's balance. The Income Statement for the same period reflected that the Association was over budget with a deficit of \$6,457 for the month of September.

2020 COLLETION

The Board reviewed the Accounts Receivables report for September 30, 2020, upon motion made and duly seconded, motion passed: No accounts this month

Fleetwood POA

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BUSINESS

- **Amendment Status Update:** Upon motion made and duly seconded, motion passed to table Amendment Draft.
- **2021 Budget Review:** Upon motion made and duly seconded, motion passed to table the approval of the budget.
- **2021 Annual Meeting Scheduling:** Upon motion made and duly seconded, motion passed to table the scheduling of the annual meeting until January 2021
- **Attorney Contracts:** Upon motion made and duly seconded, motion passed to table the review of the attorney contracts.
- **Foreclosure and Enforcement Actions:** Upon motion made and duly seconded, motion carried to approve Association's Attorney to proceed with Enforcement for the following accounts: 2110307001, 2110305031, 2110303011, 2110304004, 2110103003, 2110511009, and 2110503033. And the closure of 2110503038.

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. Board requested if a towing policy can be drafted for the community.

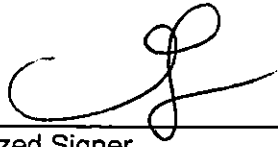
DEED RESTRICTION REPORT

- The board was provided the most recent deed restriction report. Management *instructed to send final demand letters for the following accounts: 2110610023, 2110610027, 2110307003, 2110104025, 2110104026, 2110306022, 2110305015, 2110305032, 2110303010, 2110303011, 2110301009, and 2110304002. Management will request a force mow for the rear, at property 2110302013*

Next Meeting Date – November 10, 2020 at 6:30pm.

ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting at 10:30p.m.

A handwritten signature in black ink, consisting of a large, stylized 'C' followed by a vertical line and a horizontal stroke.

Authorized Signer

11/10/2020

Date