

FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, August 10, 2021

17171 Park Row Dr. Ste 310 Houston, Texas 77084

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

ALSO, PRESENT: Michelle Villegas representing Crest Management Company

CALL TO ORDER

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

CONTRACTOR Q&A-ALLEY PROJECT

Dan and Barbara with White Glove Consulting made a presentation to the Board of Directors on the alleyway repair project. The Board discussed issues such as permitting, access to the rear of properties for homeowners who back up to the alley ways, working with utility companies and the city and county for easements and digging and trenching. White Glove will provide an approximation per foot on the cost of repairs for the alleyways and will work with the association on notifications to individual residents whose access will be immediately impacted, if awarded a contract.

APPROVAL OF MINUTES

The July minutes were unavailable for approval and will be reviewed and approved in executive session.

FINANCIALS

End of month July financials were not available for review and discussion. The monthly reports will be available on the portal by August 15, 2021.

2021 COLLECTION

There were no aged receivables reviewed. Monthly reports will be available on the portal by August 15, 2021.

ENFORCEMENT ACTIONS

Director Haines moved to reconvene executive session to August 18, 2021 due to time constraints and limited reporting. The motion was seconded by Director Soto and with all in favor the motion passed. The Board of Directors will reconvene executive session on August 18, 2021 to review aged receivables and enforcement action items.

COMMITTEE REPORTS

- **SPEEDING:** Phyllis reported on the committee meeting held May 12. 7 committee members were present and the discussed working to get the speed limit within the communities down from 30mph to 20mph. They would also like to get the speed trailer back out as there was a bit of effectiveness in getting drivers to recognize when they were speeding. The committee asked Fleetwood POA Board of Directors for funding to put signage in the alley ways as well, in the amount of \$1093.00

and the signage would need to be posted on property owners' fences. The Board had questions about the liability should a homeowner's fence be damaged because of the sign installations. The Board unanimously voted to deny the funding request and believes that this should be privately funded.

The Speeding committee also discussed creating passes for homeowners and residents to provide to their contractors or frequent visitors that includes messages about maintaining a slower speed while in the community. The Board of Directors believes that this will be an ineffective tool and has denied this request.

- **ACC:** The Board of Directors discussed using the new law changes as a way to engage additional and new members to the ACC committee. The demographic of the association has changed and there are new homeowners who want to be active and involved. Ms. Villegas provided a template for a code of conduct for committee members, a candidate bio form for board or committee members, and a charter for ACC committees for the Boards consideration.
- **SECURITY:** Chris attended to discuss the LPR (license plate reader) cameras on the North side of the community. They are over 8 years old and in need of replacement with newer technology. The cost for replacement for the Crossroads North system is between \$2500 and \$3000.00 The cost for replacement of the Crossroads South System is also between \$2500 and \$3000.00. Director Bonner moved to approve the replacement costs for Crossroads North up to \$3000 for 2021 operating budget and the cost for replacement of Crossroads South up to \$3000 for 2022 operating budget. The motion was seconded by Director Haines and with all in favor, the motion passed.
- **LANDSCAPE & IRRIGATION:** Director Haines stated that there are some areas that need updating. She is working with BrightView Landscaping on some cost offsets due to missed mowing. It was noted that the last three months bills have been higher than suppose to be. Director Haines and Ms. Villegas to work with BrightView to get corrections.
- **COURTESY OFFICERS:** Board of Directors and Ms. Villegas discussed moving to a contract with Harris County to have a law enforcement patrol contract rather than private security.
- **TRASH SERVICE:** Director Swanson reported that no credit has been received by homeowners for recycling and by the association for missed trash pickups. Ms. Villegas to follow up again with Texas Pride on when these credits can be expected (what billing cycle).

Ms. Villegas to compile list of homeowners who should be getting backdoor service and communicate with Texas Pride that there that is not being executed for several residents and to provide compiled list.

BUSINESS

- **OLD BUSINESS**
 - Towing policy-has been finalized and unanimously approved by the Board of Directors. Ms. Villegas to get signed copy to the attorney for filing.
 - Homeowner communications-Ms. Villegas provided a current list of all call/email notes for the Boards review.

- o Address Marker Addendum-Ms. Villegas confirmed this is filed with the county and enforceable.
- o Final edits were made to the welcome letter sent by Crest Management to new owners.
- o Barkers Landing/Fleetwood wall. Because the Barkers Landing Board of Directors will not enforce maintenance requirements on their owners who back up to the wall, the Fleetwood Board of Directors will move forward with maintenance and repair items needed along the wall.

- **NEW BUSINESS**

- o Appointments to the Board-The Board of Directors unanimously appointed two new members to the board. Justin Wilson and Jim Nabors have been appointed to the Board. Terms to be decided at September Board meeting.
- o ACC Charter Review-final edits have been completed on charter and with edits, the charter was unanimously approved. Ms. Villegas to get signed copy to attorney for filing with the county.
- o Committee Code of Conduct review-final edits have been completed on the committee code of conduct. The code of conduct was unanimously approved. Ms. Villegas to send a copy to each of the committee members after September 1, 2021.
- o Law Firm Engagement Letters-The Board of Directors reviewed engagement letters and fee schedules from Quezada Law Firm, Roberts Markel Weinberg Butler Haley Law Firm, and Sears Bennett & Gerdes Law Firm. After discussion the Board of Directors Unanimously voted to engage Quesada Law as their legal representation going forward. Accounts currently with Holt & Young will remain with Holt & Young until closed. Accounts with Gregg & Gregg will be closed and sent to Quezada Law Firm.
- o LPR Monitoring System/New LPRs-After further discussion, the Board of Directors unanimously voted to approve the replacement of systems on Both Crossroads North and Crossroads South, not to exceed \$6000.00.
- o Patrol Contract vs Private Security-The Board of Directors unanimously moved to engage the county in a patrol contract and get additional pricing for a private security company to supplement patrols. Ms. Villegas to get pricing information for private security companies.

OPEN FORUM

No additional homeowner questions from the floor

ADJOURN

With no further business brought before the Board, President Craig moved to adjourn the meeting at 9:48pm.



Fleetwood Authorized Representative

9/21/2021
Date