

FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, June 8, 2021

17171 Park Row Dr. Ste 310 Houston, Texas 77084

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

ALSO, PRESENT: Jessica Loving, CMCA (Certified Manager of Community Associations) representing Crest Management Company

CALL TO ORDER

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

EXECUTIVE SESSION

The Board adjourned the open session of the meeting and proceeded into Executive Session. Upon the adjournment of the Executive Session at 8:30 p.m., list the following results:

ATTORNEY STATUS REPORT

The board was provided the latest status report for Holt and Young and Gregg and Gregg. Board requested management to discuss attorney status with attorney and make clarifications before forwarding.

DEED RESTRICTION REPORT

The board was provided the most recent deed restriction report. Board requested updates on the following:

- DR notice for 2110302006
- Refund status for the incorrect violation notices.
- Requested Assistant to come to the next meeting.
- Reschedule of drive, due to missed freeze damaged landscaping.

APPROVAL OF MINUTES

Upon motion made and duly seconded, motion carried to unanimously approve the minutes from the May meeting with corrections.

FINANCIALS

Treasurer reviewed the May 31, 2021, financials report. Total cash was noted at \$557,223.75. Total outstanding assessments for 2021 was reported as \$18,016.20. Total assessment receivables were \$58,717.63. The Income Statement for the same period reflected that the Association was under budget with a surplus of \$ 7,238.

OPEN SESSION

2021 COLLECTION

Upon motion made and duly seconded, motion passed to approve the following accounts for collection enforcement:

- 2110203025
- 2110512020
- 2110304005
- 2110511022

- 2110512021
- 2110202009
- 2110102053

FORECLOSURE AND ENFORCEMENT ACTIONS

Upon motion made and duly seconded, motion carried to approve the Association's Attorney to proceed with Enforcement for the following accounts:

- 2110610027
- 2110305002
- 2110609003
- 2110102037
- 2110503030

Upon motion made and duly seconded, motion carried to approve the following accounts for final demand letters:

- 2110511009
- 2110306002
- 2110102018
- 2110102037
- 2110102043
- 2110503022
- 2110303004
- 2110103008
- 2110610013
- 2110610008

COMMITTEE REPORTS

- **ACC:** Director Swanson reported in the past month there were 12 applications submitted. Out of the 12 applications; 7 were approved, 1 were denied and 4 was awaiting a decision. Director Swanson requested a meeting with IT to discuss the process to the EMR applications. Requested a column to be added to the
- **LANDSCAPE & IRRIGATION:** Director Haines provided the following landscape and irrigation update:
 - Final inspection for the irrigation repairs was completed May 28th.
 - Water meter was located and marked by the City of Houston water department.
 - Issues with water pressure was corrected.
 - Wiring issues were found with the irrigation nodes.
 - Mulch height was checked around the trees and a trench will be dug around the tree to allow water to reach roots.
 - Next irrigation inspection June 30th
- **COURTESY OFFICERS:** Director Craig reported the following:
 - After the tiger incident, residents have moved.
 - Night shift patrol scheduling will be switched up.
 - Transient camp was removed from under hwy 6
 - Security committee will be dissolved, and neighborhood watch committee will be formed.
- **TRASH SERVICE:** Director Swanson reported that recycling will not be collected for the remainder of June. Communication with the trash company has been lacking and labor shortages are causing issues with collection in the community. Contact information for the trash company was posted on the website for the homeowner's convenience.
- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Director Craig will follow up with Director Soto on rescheduling date for Alley cleanup. Recent meeting with the neighboring apartments to discuss the fence repairs needed; apartment manager is awaiting bids for replacement. Discussed the details surrounding the alley repairs bids.

- **TREASURER:** Director Bonner requested a sheet of accruals for next month's financials.

BUSINESS

- **Towing Policy:** Upon motion made and duly seconded, motion passed to approve the Towing Policy to be sent to the attorney, with the changes suggested.
- **Alley Repairs:** Upon motion made and duly seconded, motion passed to table the alley repair discussion until final bid received.
- **Communication with Homeowners:** Management will contact Adams signs regarding metal meeting signs.
- **Fencing Policy:** Upon motion made and duly seconded, motion passed to table the fencing Policy.
- **Address Marker Addendum:** Upon motion made and duly seconded, motion passed to table the Address Marker Addendum.
- **Ratifications of decisions made between meetings:** None at this time.

HOMEOWNER INPUT

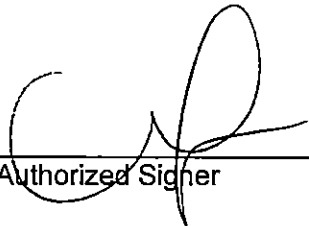
There was one homeowner present, the following was discussed:

- Address Addendum
- Shortening the Executive Session
- Proper verbiage for appeals to be placed in the deed restriction notices.

Next Meeting Date –July 13, 2021, at 6:30pm.

ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting at 9:43 p.m.



Authorized Signer

7/13/2021

Date