

# FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.

## MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, January 12, 2021

17171 Park Row Dr. Ste 310 Houston, Texas 77084

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**DIRECTORS PRESENT IN PERSON OR BY PHONE:** Donna Haines, Caryn Craig, Sharon Swanson, 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 6:30 PM.

### **APPROVAL OF MINUTES**

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

### **HOMEOWNER INPUT**

No homeowners present.

### **OPEN SESSION**

### **COMMITTEE REPORTS**

- ***ACC:*** Director Swanson reported in the past month there were 10 applications submitted. All 10 applications were approved.
- ***LANDSCAPE & IRRIGATION:*** Director Haines reported that there was back-to-back service in December due to the holidays. A bid was received for tree trimming in response to a homeowner's complaint. A bid was received due to the damaged landscape rocks at the entrance of the subdivision. The managing agent will use camera footage to pursue recovery for displaced rock costs.
- ***COURTESY OFFICERS:*** Director Craig reported there were a few incidents that occurred, during New Year's Eve. All courtesy officers received Christmas bonuses.
- ***TRASH SERVICE:*** No Issues
- ***WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:*** Director Bonner states discussed the homeowner complaint received, regarding the leaves in the alleyway. There are now 3 lights out on the North and 2 lights out on the South side walls along Memorial Drive. Management will have Mario contact Donna for replacement.
- ***TREASURER:*** Director Hefty was not present

### **FINANCIALS**

Agent reviewed the Preliminary December 31, 2020 financials. Total cash was noted at \$432,817.10. Total outstanding assessments for 2019 was reported as \$3,316.08. Assessment Receivables show a credit in the amount -63,535.68 for the receivables, due to the prepayment of 2021 assessments. The Income Statement for the same period reflected that the Association was over under budget with a surplus of \$13,950 for the month of December.

### **2020 COLLETION**

No Collections Report this month.

Fleetwood POA (Property Owners Association)

Minutes of the January 12, 2021

**BUSINESS**

- **Attorney Contracts:** Upon motion made and duly seconded, motion passed to table the Attorney Contract.
- **Parking and Towing Policy:** Upon motion made and duly seconded, motion passed to approve the parking and towing policy draft without the verbiage for parking in the alley.
- **2021 Tax and Audit Services:** Upon motion made and duly seconded, motion passed to table the 2021 Tax and Audit Services Bids.
- **2021 Annual Meeting:** Virtual Annual meeting will be held Thursday, February 25, 2021 at 6:30 pm.
- **Alley Clean up:** Upon motion made and duly seconded, motion passed to table the Alley Cleanup Discussion.
- **Foreclosure and Enforcement Actions:** Upon motion made and duly seconded, motion carried to approve management to proceed with Final Demand letters for the following accounts:
  - 2110104022
  - 2110306014
  - 2110102011

**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:

**HEARING ACCOUNT'S**

The board heard appeals for denied exterior modification request, for the following accounts:

- 2110305002
- 2110503038

**ATTORNEY STATUS REPORT**

The board was provided the latest status report for Holt and Young and Gregg and Gregg

**DEED RESTRICTION REPORT**

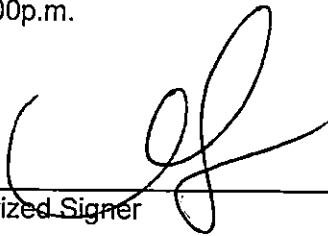
The board was provided the most recent deed restriction report.

Next Meeting Date – February 9, 2021 at 6:30pm.

**ADJOURNMENT**

There being no further business to come before the Board, a motion was made to adjourn the meeting at 10:00p.m.

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Authorized Signer



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Date

2/9/2021