

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

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

**at 6:30 P.M. Wednesday, October 10, 2018**

**Crest Management 17171 Park Row Ste 310, Houston, Texas 77084**

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### **DIRECTORS PRESENT:**

Elaine Dyson, President; Donna Haines, Vice President, Sharon Swanson, Secretary and Laura Jones, Director

### **ALSO, PRESENT:**

Lindsey Hall-Wikenczy, CMCA®, AMS® with Crest Management Company

### **CALL TO ORDER**

With notice properly served and quorum duly established, President, Elaine Dyson called the meeting to order at 6:30 PM.

### **APPROVAL OF MINUTES**

Upon motion made and duly seconded, motion carried to unanimously approve the minutes, as presented, from the September 12, 2018 meeting.

## **OPEN SESSION**

### **COMMITTEE REPORTS**

- **ACC:** Director Swanson reviewed the recent Architectural activities in the community, reporting there have not been many applications received for the previous month. The Committee discussed two properties and advised communication has been had with both and revisions to their applications will be made to be compliant.
- **LANDSCAPE & IRRIGATION:** Director Haines asked for an update on the damage caused by the City of Houston near the Hwy 6 Wall and Crossroads Dr. Management advised this matter is still being researched and will provide an update at the November meeting.
- **SECURITY:** Director Dyson reported there two thefts; however, only one was reported. Also reported was the northwest camera appears to be blocked by a tree branch. Management will obtain proposals to have trimmed.
- **TRASH SERVICE:** Director Swanson reported there was only one concern shared regarding Texas Pride pertaining to an alleged incident involving a Texas Pride truck and the homeowners curb, this matter is to be resolved between the resident and the contractor.
- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Director Jones stated she received communication from a resident regarding the ivy growing on the wall behind Foxgate Ct. and along the entire wall behind Fleetwood Oaks Dr. Additional concerns were received regarding a water leak coming from a home on Silvergate Dr. Concern is, the leak may begin to deteriorate the alley. Management will research and address.

**FINANCIALS**

Lindsey Hall-Wikenczy reviewed the September 30, 2018 financials. Total cash was noted at \$288,079.44 with accounts receivables totaling \$46,343.41. Total outstanding assessments for 2018 is \$19,485.03. Agent advised they are currently 93.3% collected for 2018 Assessments.

Management advised the Association should have +/- \$250,000.00 cash at year end and recommends moving this to a Non-Cap Reserve Fund. Upon motion made and duly seconded, motion passed to approve this recommendation.

**NEW BUSINESS**

**LANDSCAPE SCHEDULE:** The Board was advised IMS Landscape will begin servicing Fleetwood POA on October 17, 2018. Director Haines requested a sample of the irrigation report IMS Landscape will be providing.

**2019 BUDGET:** The Board reviewed the Preliminary Budget for 2019. Upon motion made and duly seconded, the motion passed to adopt the budget reflecting an Assessment rate for 2019 of \$700.00. Director Swanson opposed the Assessment increase.

Schedule of Next Meeting – November 14, 2018 at 6:30pm.

Adjourn to Executive Session at 8:05 p.m.

**EXECUTIVE SESSION**

The Board adjourned the open session of the meeting and proceeded with Executive session. Upon the adjournment of Executive Session at 8:35 p.m., list the following results:

**ATTORNEY STATUS REPORT**

The Board was provided the most recent status report from Holt & Young. No action was required at this time.

**COLLECTION REPORT**

The Board was provided the most recent status Collection Report. No action was required at this time.

**DEED RESTRICTION ENFORCEMENT ACTIONS**

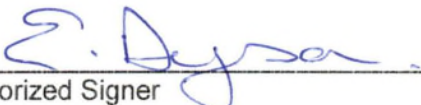
Upon motion made and duly seconded, motion passed to forward the following accounts to the Association's Attorney for further actions:

- 2110104010                      Store miscellaneous items out of public view
- 2110102026                      Paint/clean mailbox
- 2110103003                      Repair/replace trim on rear patio facing the alley

The Board requested any matters being cited as non-compliant include details as to location of the violation (i.e. right side of garage, mildew on the brick, second story left side of home, etc.)

**ADJOURNMENT**

There being no further business to come before the Board, a motion was made to adjourn the meeting at 8:50 p.m.

  
Authorized Signer

11/14/18.  
Date