

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

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

**at 6:30 P.M. Wednesday July 25th, 2023**

**17171 Park Row Dr. Ste 310 Houston, Texas 77084**

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### **DIRECTORS PRESENT IN PERSON OR BY PHONE/ZOOM**

Sharon Swanson, Caryn Craig Anthony Chouefati, in person. Justin Wilson and Dan Bonner virtually.

### **HOMEOWNERS PRESENT**

There were two homeowners present in person and two virtually.

### **ALSO PRESENT**

Blanca Galvan, CMCA, AMS, representing Crest Management Company

### **CALL TO ORDER**

With notice properly served and quorum duly established, the meeting was called to order by Director Craig at 06:33 pm

### **GUESTS**

Edwige Câtthey, with the Tax Assessor's Office spoke about the outreach programs provided by her office.

Ashley Koirtyohann from RMWBH spoke about the services her office provides and answered questions from the Board.

### **APPROVAL OF MINUTES**

The Board reviewed the June 26<sup>th</sup>, 2023, minutes. After making some corrections motion was made, seconded, and carried to approve the minutes.

### **FINANCIALS**

May 31st, 2023, financials were presented to the Board for consideration. Director Bonner provided a summation of the balance sheet which included \$485,197.74 in the operating, \$44,748.88 in the accounts receivables leaving a total equity in the association at an estimated \$562,667.62 The Income and Expense Statement was reviewed with no questions.

### **ANNOUNCEMENT OF ACTIONS TAKEN BETWEEN MEETINGS**

None

### **EXECUTIVE SESSION SUMMATION**

At the April meeting Board of Directors reviewed all delinquent accounts, deed restriction violations, and legal status reports.

### **COMMITTEE REPORTS**

#### **LANDSCAPE COMMITTEE:**

Two broken sprinklers had to be replaced. Director Chavez is working on the last bid for the tree trimming in the alleys.

#### **SECURITY COMMITTEE-**

##### **Security:**

Director Swanson reported she is the process of setting up a meeting with Fleetwood West to discuss the change in night security. She also sent Captain Hutter the non renewal for the night deputy but has not received a response back.

**Walls, Alleys, Sewers, and Lights:**

Nothing to report.

**Volunteers:**

Nothing to report.

**MANAGEMENT REPORT-**

- Ms. Galvan gave a summary of the Violation Report, Homeowner Communication Log, and ACC Application report.

**OLD BUSINESS**

- Fence Policy: This matter has been put on hold pending attorney feedback.
- AirBnB/Rental Properties: This matter has been put on hold pending attorney feedback.
- Declining Quorum: This matter has been put on hold pending attorney feedback.
- Nighttime Security: The Board still has not had time to discuss the changes with Fleetwood West, no decision will be made at this time.
- Tree Trimming: Director Chavez is working on one more bid for the trees in the alleys. The Memorial trees were trimmed last year and cannot be trimmed again until next year.
- Recycling/Trash: Director Craig met with Christine Leighton from Best Trash. The annual CPI increase will be \$0.93 for alley service and \$1.36 for backdoor pickup. Best trash is asking for an additional increase of \$0.66 for alley service and \$0.93 for back door service. After discussion the Board agreed not accept the additional fee and only increase by the CPI as per the contract. Homeowners present spoke about their belief of the importance of recycling. The Board explained recycling was not up for a vote. Per Christie from Best Trash, it is not feasible to add recycling at this time. Best Trash is in a 5-year contract and recycling can be discussed again when renewal time comes up.

**NEW BUSINESS**

- RMWBH Engagement Letter: The Board reviewed the engagement letter from Robert, Markel, Weinberg, Butler, & Hailey PC. After discussion a motion was made, seconded and carried to engage services. All new accounts going to the attorney will be sent to them.

**HOMEOWNER OPEN FORUM**

There were no questions from any of the homeowners.

**NEXT BOARD MEETING DATE**

August 22<sup>nd</sup>, 2023

**ADJOURNMENT**

There being no further business to come before the Board by the membership, a motion was made to adjourn into executive session.

**EXECUTIVE SESSION**

The Board reviewed the Delinquency Report, Enforcement Action Reports & Legal Status Report.

**Adjournment to Open Session:**

The Board unanimously agreed to waive all balances of \$100 or less as long as they did not owe assessments.

**Adjournment:**

With no other business, the meeting adjourned the meeting at 8:15 pm

  
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Authorized Signer

8/22/2023  
\_\_\_\_\_  
Date