

FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.

Minutes of the Regular Board Meeting

March 19, 2018

CALL TO ORDER

The Monthly Board of Directors Meeting of the Fleetwood Property Owners Association was held on the above date at the offices of Crest Management located at 17171 Park Row Suite 310, Houston TX 77084. Director Dyson called the meeting to order at 6:35 p.m.

Present: Elaine Dyson, President
Sharon Swanson, Secretary
Brian Hefty, Treasurer
Donna Haines, Director
Laura Jones, Vice President
Debbie Spaw, representing Crest Management Company

ELECTION OF OFFICERS

Director Hefty motioned to re-elect Director Dyson as President, Director Swanson as Secretary, and Director Jones as Vice President. Motion was seconded and carried. Director Dyson motioned to elect Director Hefty as Treasurer and Director Swanson seconded. Motion carried.

MINUTES

Minutes of the January 18, 2018 meeting were presented for review. A motion was made, seconded, and carried to approve the minutes without correction.

COMMITTEE REPORTS

ACC

Director Swanson noted there have been a lot of applications sent to the management company.

LANDSCAPE & IRRIGATION

Director Haines made a presentation to begin getting all the landscaping at the entrances and various col-de-sacs in a presentable form since the hurricane. In order to get the community back to standards, the cost will be approximately \$30,000. A motion was made, seconded, and carried to approve the expenditure.

- Follow up with the City of Houston on the reimbursement of landscaping and irrigation which was damaged during the cleanup process.
- Reported some of the letters on the monument need to be reattached. The Board asked the Agent to get the letters repaired.
- Several areas of curbing need to be repaired and Walkwood Court seems to be the worse. A quote of \$12/linear foot was given and asked Agent to get another quote.
- The front and backs of the monuments need to be power washed. Agent is in the process of getting bids.
- Check with Daniel on removing the debris at the corner of Marywood and Memorial. The quote was \$200 which the Board had already approved.

SECURITY

Director Dyson reported on the following:

- There is a new permanent security vehicle for the community
- Nancy will be on days and Roan will be on nights.
- Since both officers have paid money to take classes and get certified, a recommendation was made to reimburse each officer approximately \$150. A motion was made, seconded, and carried to reimburse the officers the \$150 each. Receipts will be sent to the management company.
- Starting March 19th, Fleetwood would be sharing security with Fleetwood West for four (4) months. Fleetwood West will be sending a payment to Fleetwood for \$5,000.

TRASH SERVICES

Director Swanson reported the new trash company is starting to get a better handle on providing services. Texas Pride has service for the alleys. It was noted homeowners can still call 311 for debris pick up.

WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC.

There is some damage to a brick wall on Walkwood. The Board asked Agent to contact Brick Restoration to make the repair.

TREASURER

The financial statements for the period ending January 31, 2018 were reviewed. Total cash was noted as \$388,716.63. Assessment Receivables totaled \$103,481.98 including \$78,144.13 in outstanding 2018 maintenance fees. Agent advised that the Association was 74% collected.

The financial statements for the period ending February 28, 2018 were reviewed. Total cash was noted as \$410,773.52. Assessment Receivables totaled \$72,301.13 including \$47,106.13 in outstanding 2018 maintenance fees. Agent advised that the Association was 84% collected.

BUSINESS

The following decisions made between Board Meetings were ratified:

- Approved a \$100 gift card to Liz Trapolino as a going away gift.
- Approved Texas Landscape for \$325 to remove and install roses.
- Approved Texas Landscape for \$4592.15 to make several irrigation repairs throughout the community.
- Approved an increase for security guards to \$17.41.

Director Swanson stated she was in the process of planning a bar-b-que scheduled for April 14th. She asked the Board their thoughts on purchasing 250 koozies for approximately \$172. A motion was made, seconded, and carried to authorize the purchase.

ENFORCEMENT ACTION REPORT

The March 6, 2018 Enforcement Action Report was presented to the Board for review. Agent was instructed to take the following action:

- Forward account 2110203025 to the attorney for non-submittal of an EMR form for painting and siding;
- Forward account 2110103037 to the attorney for not trimming back vines, submit EMR for roof, and being denied for the paint color of the home;
- Forward account 2110103036 to the attorney to trim back vines from back fence;
- Account 2110104013 has been placed on hold for removing the mildew

COLLECTIONS

After reviewing the delinquent report, a motion was made, seconded and carried to begin the collection process on all accounts over \$1000.

LEGAL STATUS REPORT


The February, 2018 Legal Status report was presented for review.

Agent presented an authorization to file a lawsuit for judicial foreclosure for Account 2110512006. A motion was made, seconded, and carried to authorize the lawsuit.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned 9:15p.m.

APPROVAL



Authorized Officer

4/11/18

Date