

FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. THURSDAY JANUARY 23, 2024

17171 Park Row Dr. Ste 310 Houston, Texas 77084

DIRECTORS PRESENT IN PERSON OR BY PHONE/ZOOM

Caryn Craig, Sharon Swanson, Javier Chavez, and Charlie Menefee in person; and Anthony Choueifati virtually.

HOMEOWNERS PRESENT

There was no homeowner present virtually or in person.

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 06:30 pm

APPROVAL OF MINUTES

The Board reviewed the November 28, 2023, minutes. A motion was made, seconded, and carried to approve the minutes.

FINANCIALS

Preliminary end of year financials were presented to the Board for consideration. Director Craig provided a summation of the balance sheet which included \$479,405.36 in the operating account. All of the revenue for the year has been collected and there is \$40k in accounts receivable with approximately \$8,797 outstanding in past assessments and approximately \$\$28,000 being legal fees.

ANNOUNCEMENT OF ACTIONS TAKEN BETWEEN MEETINGS

- December Irrigation Report Repairs – Brightview -\$368.95
- Frost cloths to cover flower and color – BrightView -\$548

EXECUTIVE SESSION SUMMATION

At the October meeting, the Board of Directors reviewed all delinquent accounts, deed restriction violations, and legal status reports and asked Ms. Galvan to move one account from Quezada to RMWBH; and to also find out what the associations liability was if Quezada was not responding to owners and other attorneys.

COMMITTEE REPORTS

LANDSCAPE COMMITTEE:

Director Chavez is going to have Brightview check all valve before the irrigation gets turned back on to check for any leaks.

Director Chavez also requested a bid from Eliseo Tree to cut down the two dead trees and trim one tree on Memorial. Once that is received the Board can compare to the other bids and make a decision.

SECURITY COMMITTEE-

There is a new constable patrolling the neighborhood temporarily until a permanent replacement can be found. Deputy Gallo got sick and had to take time off.

WALLS, ALLEYS, SEWERS, AND LIGHTS:

To be discussed in new business.

VOLUNTEERS:

Nothing to report.

MANAGEMENT REPORT-

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

OLD BUSINESS

- Fence Policy: On Hold pending review by Directors Craig and Swanson

NEW BUSINESS

- Audit and Tax Engagement Letter: this was approved via email.
- Constable Cost Sharing Agreement: Ms. Galvan presented the new agreement for Board information only; this has already been signed by Fleetwood West.
- Walkwood Fence Repair: The Board discussed the proposal from 5-Star to reinforce the wall. The issue is the liability the Board will face if any of the Marywood side walls fall or are damaged during the work being done on the Fleetwood side. The Board agreed to have a concrete legal opinion about where the liability starts and ends and what the best way to move forward is going to be.
- Tree Removal/Trim Bids: Ms. Galvan presented three bids to remove two dead trees and trim the tree that over hangs into a homeowners property. Director Chavez announced he is waiting for a bid as well. This matter was put on hold until that bid comes in.

OTHER BUSINESS

Ms. Galvan presented a document she would like to include in the meeting notice explaining to homeowner their voting options since this will be the associations first time using online voting. The Board unanimously agreed to include it.

HOMEOWNER OPEN FORUM

There were no homeowners present.

NEXT BOARD MEETING DATE

February 27th, 2024

ADJOURNMENT

There being no further business to come before the Board by the membership, a motion was made to adjourn into executive session at 7:13pm

EXECUTIVE SESSION

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

Adjournment to Open Session:

No actions were taken,

Adjournment:

With no other business, the meeting adjourned the meeting at 7:38 pm

Authorized Signer

Date