

FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Tuesday, November 10, 2020

17171 Park Row Dr. Ste 310 Houston, Texas 77084

DIRECTORS PRESENT IN PERSON OR BY PHONE: Donna Haines, Caryn Craig, Sharon Swanson, Brian Hefty, and Dan Bonner.

ALSO, PRESENT: Jessica Loving, representing Crest Management Company

CALL TO ORDER

With notice properly served and quorum duly established, the meeting was called to order at 6:39 PM.

APPROVAL OF MINUTES

Upon motion made and duly seconded, motion carried to unanimously approve the minutes from the October 13, 2020 meeting.

HOMEOWNER INPUT

No homeowners present

OPEN SESSION

COMMITTEE REPORTS

- **ACC:** Director Swanson reported in the past month there were 9 applications submitted. 3 were approved, 2 were denied and 4 were pending decision. There were two issues with applications that were denied. No knowledge of anyone completing or starting construction, without prior approval.
- **LANDSCAPE & IRRIGATION:** Director Haines reported on meeting the new landscape account manager Michael. Dianella and Podo Carpus were adjusted to extenuate the monument beds; More flowers were added. Bahia grass along Memorial Drive will be completely removed. Tree and irrigation work will be completed by the end of the week. Service dates were changed, to follow the fall scheduling of twice a month. Management will research a better plat of monument beds.
- **COURTESY OFFICERS:** Director Craig reported there were a few incidents that occurred and were handled by HPD. Camera software is out of date and needs to be replaced.
- **TRASH SERVICE:** Director Swanson reported on the continuation of the missed trash pickup throughout the community. Also reported speeding in the community, by the trash trucks. Management will report to the trash company.
- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Director Bonner reported two (2) lights are out and three (3) light fixture caps are missing along the memorial brick wall. Director Bonner agreed to reach out to Barkers Landing counterpart regarding the homes that border the north side alley and their encroaching branches.
- **TREASURER:** Director Hefty requested bids for tax and audit services for 2021.

FINANCIALS

Agent reviewed the October 31, 2020 financials. Total cash was noted at \$336,656.12. Total outstanding assessments for 2019 was reported as \$4,016.08. Assessment Receivables increased \$5,1118.42 from the prior month's balance. The Income Statement for the same period reflected that the Association was over budget with a deficit of \$9,079 for the month of October.

2020 COLLETION

The Board reviewed the Accounts Receivables report for October 31, 2020, upon motion made and duly seconded, motion passed: No accounts this month

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BUSINESS

- **Amendment Status Update:** Upon motion made and duly seconded, motion passed to change the verbiage on section b. "every occupant over the age of eighteen (18) who shall be occupying the Lot during the lease or rental term must be a signatory to the written agreement creating the lease or rental term."
- **2021 Budget Review:** Upon motion made and duly seconded, motion passed to approve the 2021 budget. With the increase of 5% in assessments, the 2021 assessment will be \$772.00.
- **Attorney Contracts:** Director Hefty will contact the attorney and discuss delays in responses.
- **Camera Software Update:** Upon motion made and duly seconded, motion passed to approve the camera software update
- **Ditches along Memorial:** Per MaryAnn Sterrett- Russell via Greg Travis' office- Moving forward the City of Houston will maintain the ditches along Memorial Drive.
- **Texas Pride Service Increase:** Upon motion made and duly seconded, motion passed to approve 5% increase in trash services.
- **Foreclosure and Enforcement Actions:** Upon motion made and duly seconded, motion carried to approve Association's Attorney to proceed with Enforcement for the following accounts: none currently

EXECUTIVE SESSION

The Board adjourned the open session of the meeting and proceeded into Executive Session. Upon the adjournment of the Executive Session at 8:40 p.m., list the following results:

ATTORNEY STATUS REPORT

The board was provided the most recent status report for Holt and Young. Board requested for the attorney to provide a timeframe to combine community documents. Management will contact attorney. Board also requested updates on the following accounts: 2110203025, 2110303011, and 2110511027


DEED RESTRICTION REPORT

The board was provided the most recent deed restriction report. Board expressed dissatisfaction with the deed restriction inspections. Management will speak with Assistant. Notice for the following account was requested: 2110101008

Next Meeting Date – December 8, 2020 at 6:30pm.

ADJOURNMENT

There being no further business to come before the Board, a motion was made to adjourn the meeting at 9:20p.m.



Authorized Signer

12/8/2020

Date