

FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING

at 6:30 P.M. Wednesday, January 8, 2020

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

DIRECTORS PRESENT IN PERSON:

Elaine Dyson, President, Laura Jones, Vice President, Sharon Swanson, Secretary, Brian Hefty, Treasurer, and Donna Haines, Director

ALSO PRESENT:

Jessica Loving and Tammy Mcmillan, CMCA® with Crest Management Company

CALL TO ORDER

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

APPROVAL OF MINUTES

Upon motion made and duly seconded, motion carried to unanimously approve the minutes from the November 13, 2019 meeting.

HOMEOWNER INPUT

There were no homeowners in attendance.

OPEN SESSION

COMMITTEE REPORTS

- **ACC:** Director Swanson reported the applications received in the past months were approvable except for one. Which has since been approved.
- **LANDSCAPE & IRRIGATION:** Director Haines requested a bid revision from Yellowstone, Brightview, and Greet Feet. Motion made and duly seconded, motion passed to terminate the landscaping contract with IMS Landscape
- **SECURITY:** Director Dyson reported upgrades made for security measures was successful. Discussed possible regular mailed or website correspondences with updates around the community. Motion made and duly seconded, motion passed to eliminate four (4) nights from the Elite security contract.
- **TRASH SERVICE:** Director Swanson requested confirmation from the City of Houston, that the Association is reimbursed for the correct lot count.
- **WALLS, STREETS, ALLEYS, SEWERS & LIGHTS, MISC:** Director Jones requested a bid from the previous brick repair company for accident damages.
- **TREASURER:** Director Hefty requested that management make sure the taxes and audit are completed by Canady and Canady.

FINANCIALS

Managing Agent reviewed the (preliminary) December 31, 2019 financials. Total cash was noted at \$331,641.83. Total outstanding assessments for 2019 was reported as \$8,250.75. The Income Statement for the same period reflected the Association came in under budget.

UNFINISHED BUSINESS

- **Landscape Contract:** The Board reviewed the proposal from Vista Landscape, Yellowstone, Green Feet, and Brightview. Upon motion made and duly seconded, motion passed to table the discussion until bids are revised.

- *Various Landscape Improvements-Vista Landscape: Tabled*

NEW BUSINESS

- ***Declaration Amendment Discussion – Short Term Leases:*** The Board requested a cover letter, Amendment and Ballot to be mailed with Annual Meeting mailout.
- ***Foreclosure and Enforcement Actions:*** Upon motion made and duly seconded, motion carried to approve the Association's Attorney to proceed with Enforcement Actions on the following accounts:

N/A

Upon motion made and duly seconded, motion carried to forward the following accounts to the Association's Attorney to pursue the deed restriction violations noted on the enforcement action report:

- 2110307001
- 2110104018
- 2110103007

EXECUTIVE SESSION

The Board adjourned the open session of the meeting and proceeded with Executive Session. Upon the adjournment of the Executive Session at 7:39 p.m., list the following results:

ATTORNEY STATUS REPORT

The Board was provided the most recent status report from Holt & Young. Requested clarification on select statuses listed on the report. Management will verify with the law office and provide update next meeting.

DEED RESTRICTION REPORT

The Board was provided the Deed Restriction report from the December 2019 inspection. The Board will review the homes with hold dates and provide management with next steps.

Schedule of Next Meeting – February 12, 2020 at 6:30pm.

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

2/12/2020

Date