

# FLEETWOOD PROPERTY OWNERS ASSOCIATION, INC.

Minutes of the Regular Board Meeting

June 20, 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 6:40 p.m.

**Present:** Elaine Dyson, President  
Sharon Swanson, Secretary  
Donna Haines, Director

Laura Jones, Vice President  
Debbie Spaw, representing Crest Management Company

**Absent:** Brian Hefty, Treasurer

## MINUTES

Minutes of the May 9, 2018 meeting were presented for review. A motion was made, seconded, and carried to approve the minutes without correction.

## COMMITTEE REPORTS

### *ACC*

Director Swanson recommended one the ACC committee has made a decision on an application she will request Crest Management to send the letter to the homeowner to avoid confusion if the application is approved or denied.

Director Swanson recommended that Crest Management follow up with the ACC committee if a decision has not been given within a week to re-send the application to the ACC committee again.

### *LANDSCAPE & IRRIGATION*

Director Haines reported the following:

- Since May 4<sup>th</sup>, a hole has been open at the corner of Crosswoods and Memorial. Director Dyson stated she could review the cameras to determine who left the hole open.
- The Board may need to consider changing landscaping companies.

### *SECURITY*

Director Dyson reported the following:

- There will be a new evening guard
- The security agreement with Fleetwood West will be ending July 18<sup>th</sup>
- An increase in the level of crime which is coming from the apartments
- A garage break-in on Crossroads

### *TRASH SERVICES*

Director Swanson reported the following:

- Texas Pride continues to have slow response to phone calls from homeowners. She is following up on this issue.
- Homeowners furnish their own trash receptacles. If homeowners want recycling, they need to contact Texas Pride and pay for the service.

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

Director Jones reported the following:

- There are thirty-two (32) lights out on the walls and two (2) on the monuments. She is working on having these replaced or fixed.
- The electrician will be contacted to assess the lighting issue.

**TREASURER**

- The financial statements for the period ending May 31, 2018 were reviewed. Total cash was noted as \$35,733.99. Assessment Receivables totaled \$58,272.86 including \$28,743.73 in outstanding 2018 maintenance fees. Agent advised the Association was 90% collected.

**BUSINESS**

The following decisions made between Board Meetings were ratified:

- Approved Christopher McCarty for \$225 for the Auto CAD Drawing for the Fleetwood brick wall site;
- Approved reimbursement to Nancy Hill for \$64.94 to purchase a cell phone;
- Approved Sigma Engineering for \$600 for structural engineering and drafting services for Fleetwood brick wall; and
- Approved Canady and Canady P.C. for \$2500 to perform and audit and tax return for 2017.

Agent presented a revised bid from JQ Brick Repairs & Restoration Services for \$15,700 to build a new brick wall at the end of Fleetwood Oaks. A motion was made, seconded, and carried to accept the bid.

Agent presented the renewal contract for Crest Management. She noted the monthly fee is not increasing but the cost to mail annual statements would be increasing from \$3.00 to \$4.00. The Board will review the contract and discuss at the next board meeting.

**ENFORCEMENT ACTION REPORT**

The June, 2018 Inspection Report was presented to the Board for review. The Board agreed to place Account 2110307001 on hold for the violation.

**COLLECTIONS**

After reviewing the April delinquent report, the Board agreed to continue the collection process on all the delinquent accounts. A motion was made, seconded, and carried to send the following properties to the attorney's office for further collections: 2110102034, 2110305018, 2110104020, and 2110104018.

**LEGAL STATUS REPORT**

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

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned 9:30p.m.

**APPROVAL**

  
\_\_\_\_\_  
Authorized Officer

7/11/18  
\_\_\_\_\_  
Date