

# **FLEETWOOD PROPERTY OWNERS' ASSOCIATION, INC.**

## **MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**

**at 6:30 P.M. Tuesday March 25, 2025**

**17171 Park Row Dr. Ste 310 Houston, Texas 77084**

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### **DIRECTORS PRESENT IN PERSON OR BY PHONE/ZOOM**

Jen Gresley, Anthony Choueifati, Justin Wilson, Sharon Swanson and Andrea Kunkel virtually.

### **HOMEOWNERS PRESENT**

None

### **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 Ms. Galvan at 06:32 pm

### **APPROVAL OF MINUTES**

The Board reviewed the November 14, 2024, minutes. A motion was made, seconded, and carried to approve the minutes.

### **FINANCIALS**

Ms. Galvan presented the end of December financials. She noted there were \$782,247.42 total in the Cash accounts and CD's. She noted there are still \$57,800.00 in unpaid 2025 dues, who will be getting a certified demand letter. She reviewed the income statement.

### **ANNOUNCEMENT OF ACTIONS TAKEN BETWEEN MEETINGS**

- The Board voted to roll over one CD that was expiring.

### **EXECUTIVE SESSION SUMMATION**

A summary of the January 28<sup>th</sup> executive session was given.

### **COMMITTEE REPORTS**

#### **LANDSCAPE COMMITTEE:**

- Director Swanson noted the landscaping bids are not all apples to apples, she asked Ms. Galvan to fine tune the bids before the next meeting.
- The alleys still need work as they are full of weeds.
- New color was put in but no mulch, when will new mulch be put in?
- The Board asked Ms. Galvan to get esplanade rendering and costs.
- Brightview did not give the Board a choice of color suggestions like in the past.
- The Northwest entrance bushes are not looking as good as the others.
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#### **SECURITY COMMITTEE-**

- Director Gressley reported Fleetwood West ended their contract with Fleetwood POA.
- Director Gresley is working with Seal to develop new routes to not patrol FWW.
- Erica pulled GPS data with the reports, there is still one street that has both FWW and FPOA houses that needs to be patrolled.
- FWW was paying around \$18k per year. Does the Board want to back out hours to make up for the lost revenue.
- The Board decided to change to 7-hour shifts which will save FPOA around \$13k a year.

### **WALLS, ALLEYS, SEWERS, AND LIGHTS:**

- Ms. Galvan will be submitting the pictures and estimates to the insurance company for compensation to fix the wall damage caused by the car accident.

### **VOLUNTEERS:**

- Nothing to report. Need to follow up with Director Menefee about the meeting signs.

### **MANAGEMENT REPORT**

- Ms. Galvan gave a summary of the Violation Report, Homeowner Communication Log, and ACC Application reports. The Board asked Ms. Galvan to check one property for overgrown grass.

### **OLD BUSINESS.**

- Nothing to review.

### **NEW BUSINESS**

#### **Demand Letters and Chargeback**

- Ms. Galvan explained that Crest could charge back demand letters but it would charge it per violation not per letter.
- The cost would be \$10 per violation. A motion was made, seconded, and carried to approve the chargebacks.

#### **Brightview Amendment:**

- The Board reviewed the contract amendment sent by Brightview. They decided to put it on hold.

#### **Landscaping Bids:**

- The Board reviewed the landscaping bids and decided they are not all the same. They asked Ms. Galvan to have them resubmitted so they all cover the same services.

#### **Center Hill Alley Repairs:**

- The Board asked Ms. Galvan to get bids to repair the large pothole in the alley behind Center Hill.

#### **Esplanade Upgrades:**

- The Board asked if they HAVE to use BrightView for the esplanades and Ms. Galvan told them no, they could use another landscaper if they wanted to.
- The Board asked Ms. Galvan to get renderings and costs from the bidding landscape companies.

### **OTHER BUSINESS**

- There was no other business to discuss

### **HOMEOWNER OPEN FORUM**

- There was nothing from the homeowner present.

### **NEXT BOARD MEETING DATE**

April 22<sup>nd</sup>, 2025 – Annual Meeting

### **ADJOURNMENT**

There being no further business to come before the Board by the membership, a motion was made to adjourn into executive session at 7:24pm

### **EXECUTIVE SESSION**

- The Board reviewed the Delinquency Report, Enforcement Action Reports & Legal Status Report.
- The Board asked if the cost of C and D deed restriction letters can be charged back to the homeowner and if verbiage can be added to the letter letting them know they are being charged and the cost

### **ADJOURNMENT**

- There being no further business to discuss, a motion was made to adjourn back into open session at 7:35pm

### **ADJOURNMENT TO OPEN SESSION:**

- A motion was made seconded and carried to send the following accounts to the attorney for deed restriction enforcement, 2110201017, 2110609008

### **ADJOURNMENT:**

With no other business, the meeting adjourned the meeting at 7:40 pm

Authorized Signer

Date

4/22/25