

**10 March 2024 General Meeting Minutes  
Pavilion Office**

**APPEARANCE:** Luke Sweeney – PRESIDENT, Ariel Guerrero – VICE PRESIDENT, Clint Warren, TREASURER, Patty De Freitas – ADMINISTRATIVE ASSISTANT.

**VISITORS:** Mark Hlanak, Gene Lewis, Taryn Lindsey.

President Luke Sweeney called the meeting to order at 3:10 PM. Seconded by Vice President Ariel Guerrero.

Minutes from last Meeting were approved and signed by the Board. The minutes were posted on the common area bulletin board, and the signed minutes will be posted on the website.

**TREASURY REPORT**

Ariel Guerrero, Vice President informed that the total of outstanding liabilities and equity as of January 2024 is \$20,870.82.

**REPORT OF OFFICERS/COMMITTEES**

0 Home/Lot Improvement Request submitted since the last meeting.

There were no Violation Letters sent out since the last meeting.

**OLD BUSINESS**

Ariel Guerrero, Vice President, expressed interest in the completion of 2023 taxes and recommended on requesting taxes for the past 3 years from DTA. Patty will follow up with DTA.

The Board reviewed contracts for lawn mowing services that will be made available to Rudy since he has agreed to extend the term with a \$25 monthly increase. President, Luke Sweeney advised he will have contract executed by April 2024.

The pool cleaning services contract was approved by the Board.

The Board previously voted unanimously in favor of escalating the collection process and commencing foreclosure proceedings on properties currently delinquent. President, Luke Sweeney, advised he will provide contact information of new attorney by next meeting.

**NEW BUSINESS**

Ariel Guerrero, Vice President advised that our management certificate has been recorded in the courthouse.

Board informed of the new Nominating Committee deadline, April 15, 2024. *Gene Lewis, Luke Sweeney, Sherry Lewis*

Luke Sweeney, President advised that we need to start planning our June 6<sup>th</sup> meeting.

The Board assessed having other pending improvements include repairing the entrance of the development, pergola, replacing the bulletin board, and painting mailboxes. Luke Sweeney, President, advised he will work on getting bids for shingles replacement and front entrance sign. David Muecke and Clint Warren advised they will provide updates on materials and costs for mailbox replacements.

David Muecke has been assigned to review our emergency preparedness plan and will provide this information by April 2024.

---

**Coldspring Terrace Board of Trustees**

Luke Sweeney - President (713) 906-5748  
Ariel Guerrero - Vice President (713) 598-5548  
Patty De Freitas - Administrative Assistant (281) 773-0016

Clint Warren - Treasurer (832) 444-3477  
David Muecke - Trustee (281) 627-9694

**Coldspring Terrace Property Owners Improvement Association, Inc.**  
DTA Community Management Services, Inc. 206a S. Loop 336 #270 Conroe, Texas 77304  
CTPOIAI.COM ctpoiai@gmail.com bernadette@webdta.com

The Board discussed existing deed restriction violations that have not been resolved, which will likely involve amending deed restrictions in the future to impose fines on those property owners unwilling to abide by deed restrictions.

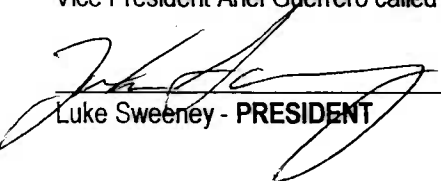
Luke Sweeney, President, informed he will continue reviewing pool insurance guidelines and cost to consider extending pool days for 2024.

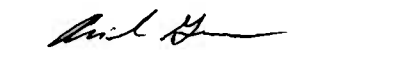
The Board unanimously motioned to move forward and purchase Property Management Software.

Ariel Guerrero, Vice President, counseled that a new form specifying cost and guidelines needs to be created for the Pavilion area. Patty De Freitas, advised that she generate a new pavilion form and will upload it to the Coldspring website, once approved.

**Next Meeting** is Sunday, May 12, 2024, at 3pm in the Pavilion Office.

Vice President Ariel Guerrero called for the meeting to adjourn at 4:00 pm, and Clint Warren, Treasurer seconded the motion.

  
\_\_\_\_\_  
Luke Sweeney - **PRESIDENT**

  
\_\_\_\_\_  
Ariel Guerrero - **VICE PRESIDENT**

\_\_\_\_\_  
David Muecke - **TRUSTEE**

  
\_\_\_\_\_  
Clint Warren - **TREASURER**

---

**Coldspring Terrace Board of Trustees**

Luke Sweeney - President (713) 906-5748  
Ariel Guerrero - Vice President (713) 598-5548  
Patty De Freitas - Administrative Assistant (281) 773-0016

Clint Warren - Treasurer (832) 444-3477  
David Muecke - Trustee (281) 627-9694