

Coldspring Terrace Property Owners Improvement Association, Inc.

DTA Community Management Services, Inc. 206a S. Loop 336 #270 Conroe, Texas 77304

CTPOIAI.COM ctpoiain@gmail.com bernadette@webdta.com

**9 July 2023 General Meeting Minutes
Pavilion Office**

APPEARANCE: Luke Sweeney – PRESIDENT, Ariel Guerrero – VICE PRESIDENT, Patricia De Freitas Rosado – SECRETARY, Clint Warren – TREASURER, David Muecke - TRUSTEE

VISITORS: Lewis Fowler, Marilyn Fowler, Marha Hardwick, Renny Hardwick, Tom A, Robert T, John A, Raymond Smith, Liz Taylor, Patricia S, Bertley, Gene Lewis.

President Luke Sweeney called the meeting to order at 3:08 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

President Luke Sweeney shared the Treasury Report.

Receivables

DTA Community Management Services is utilizing Axela Collection Services to help recover funds for delinquent HOA accounts.

Reports of Officers/Committees

There were no Home/Lot Improvement Request submitted since the last meeting.

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

Stanley Scott and Renny Hardwick currently serve on the ACC (Architecture Control Committee). ACC handles all deed restrictions, approvals, violations and appeals according to Board approved bylaws.

Old Business

The Board reviewed and signed a two-year maintenance contract agreement for lawn mowing services that will be made available to Rudy since he has agreed to extend the term with a \$25 monthly increase.

The Board discussed proposal recently received from current vendor for pool cleaning services (full cleaning) including labor, which reflects a \$15 price adjustment to \$80 per Thursday visit, up from prior year's contract. Board will be reaching out to another local vendor to see about getting a competitive bid.

The Board hired a new Pool & Pavilion attendant that will open/close the pool and clean bathrooms at pavilion. Patty has reached out to DTA and informed of new pool & pavilion attendant.

The Board also discussed having other pending improvements include repairing the entrance of the development, pergola, replacing the bulletin board, and painting mailboxes pool cleaning company have pool lights not working replaced, new signage ordered and arrange picking up picnic tables for pool area prior to annual meeting.

Coldspring Terrace Board of Trustees

Luke Sweeney - Vice President - 713-906-5748

Ariel Guerrero - Secretary - 713-598-5548

Patty De Freitas Rosado - Secretary - 832-719-3336

Clint Warren – Treasurer - 832-444-3477

David Muecke – Trustee - 281-627-9694

Bernadette Aham-Neze - Managing Agent 832-364-6880

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The Board previously voted unanimously in favor of escalating the collection process and commencing foreclosure proceedings on properties currently delinquent.

The Board discussed providing DTA with a map showing the location of any main utility shut offs and the names and numbers of at least two members on site with keys.

The Board reviewed the Annual Meeting timeline to ensure all tasks are completed prior to the meeting. New keys for common areas have already been changed and were distributed at the annual meeting to property owners that have paid their annual dues.

New Business

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. Board also discussed existing management contract agreement and whether to consider hiring someone to handle all bookkeeping and administrative duties for community in the future. New owner transfer fees were also a topic of discussion, which is currently \$350 received by DTA.

The Board discussed that association keys will no longer be mailed; they are trying to create a new key distribution process for next year.

The Board discussed that our pool/pavilion area needs a physical address. Patty will reach out to the postal office for mailbox requirements.

Renne Hardwick advised the board he will request a quote for an electronic/fob access to enter the pool area/gates.

The Board will be meeting to amend Bylaw's for next year.

Next Meeting is Sunday, August 13, 2023, at 3pm in the Pavilion Office.

President Luke Sweeney called for the meeting to adjourn at 4:33 pm, and Vice President Ariel Guerrero seconded the motion.



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