

Coldspring Terrace Property Owners Improvement Association, Inc.

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

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**10 September 2023 General Meeting Minutes
Pavilion Office**

APPEARANCE: Luke Sweeney – PRESIDENT, Ariel Guerrero – VICE PRESIDENT, Patricia De Freitas Rosado – SECRETARY, Clint Warren – TREASURER.

VISITORS: Mark Hlanak, Lee Ann Currie, Marha Hardwick, Renny Hardwick, Taryn Lindsey, Eugene Lewis.

President Luke Sweeney called the meeting to order at 3:06 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 and Vice President Ariel Guerrero 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

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

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

Old Business

Vice President Ariel Guerrero removed 2 property liens.

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. President Luke Sweeney advised he will have contract executed this week.

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. The Board will be reaching out to another local vendor to see about getting a competitive bid. The Board also received compliance pool maintenance data from Renny Hardwick. This information will be reviewed by President Luke Sweeney.

The Board discussed having other pending improvements include repairing the entrance of the development, pergola, replacing the bulletin board, filling the hole in the boat entrance ramp and painting mailboxes. Treasurer Clint Warren will be contacting USPS to verify how many mailboxes are vacant and obtain a quote for new mailboxes that need to be added.

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. Secretary Patricia De Freitas Rosado will contact attorney this week and check status.

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

The Board advised they will be meeting in January of 2024 to amend Bylaw's.

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.

President Luke Sweeney advised he will be reviewing DTA contract, estimated term date is November 2023. The Board also discussed whether to consider hiring someone to handle all bookkeeping and administrative duties for Coldspring Terrace in the future. New owner transfer fees were also a topic of discussion, which is currently \$350 received by DTA. Administrative position will be posted this week on the bulletin board.

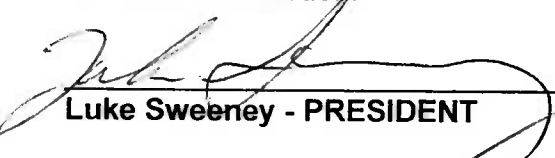
President Luke Sweeney advised he will review pool insurance guidelines and cost in order to consider extending pool days for next year.

The Board is considering a new website program. President Luke Sweeney advised he will be speaking with Stanley in order to retrieve administrative access of our current website. He will also be assigning someone from the board to maintain the website.

The Board advised that taxes are pending and will be completed by DTA.

Next Meeting is Sunday, October 8, 2023, at 3pm in the Pavilion Office.

President Luke Sweeney called for the meeting to adjourn at 4:16 pm, and Vice President Ariel Guerrero seconded the motion.



Luke Sweeney - PRESIDENT



Patricia De Freitas Rosado - SECRETARY



Ariel Guerrero - VICE PRESIDENT

 10/22

David Muecke - TRUSTEE



Clint Warren - TREASURER

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