

Coldspring Terrace Property Owners Improvement Association, Inc.

DTA Community Management Services, Inc. P O Box 206 A S. Loop 336 #270 Conroe, Texas 77304

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

April 23, 2023 - General Meeting Agenda

1. Call to Order

2. Approve Minutes from March Meeting

3. Treasury Report

4. Reports of Officers/Committees

- a. There was one Home/Lot Improvement Request received.
- b. There were two Violation Letters sent out since the last meeting.

5. Old Business

a. Review Vendor Contracts

- Mowing Services (Rudy) – Review & sign two-year new contract drafted for mowing services.
- Pool Cleaning Services contract renewal (Melinda) – New contract reflects labor price increase adjustment to \$80 per Thursday visit, which is a \$15 increase.
- Pool Pavilion – Brett/Gwen will take over responsibilities to open/close pool and clean bathrooms at pavilion.

b. Common Area Improvements:

- Discuss repairs and common area improvements completed.
- Approval of repairs to pavilion and any new pending repairs to be performed.
- Price for replacing pool lights.
- New signage
- Picnic tables

c. Foreclosure Actions:

- Follow up with DTA regarding recent unanimous vote to proceed in foreclosure proceedings on 3 properties owing a combined \$5,168.01.
- Sign related foreclosure forms and return to DTA so the collection company can begin foreclosure.

d. Collection Activity Report Update:

- Total outstanding accounts at the end of March 2023 is \$14,815.21.
- Assessments income received in year-to-date totals \$2,968.79.
- DTA update on lien error for 239 Pine Shadows with delinquent balance of \$2,125.11. Tena was working with Axela who was trying to determine whether sale of lot included the prior debts of owner.

e. Emergency Preparedness

- DTA has requested a map with location of any main utility shut offs or the names and numbers of person with keys (at least 2 on site).

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6. New Business:

a. Annual Meeting

- The Annual Meeting will be held on June 3, 2023.
- Nominations are currently being accepted for candidates interested in serving as a board member.
- Review Annual Meeting timeline to ensure all tasks are completed prior to meeting:
 - Luncheon sponsorship
 - New keys have been ordered.
 - Updates to ownership list for mailouts – Provide DTA with list of recent ownership changes to ensure list is currently up to date prior to next meeting.

b. Deed Restriction Violations

c. Cancelling Management Contract

d. New Owner Fees

7. Next Meeting will be Sunday, May 7th at 3:00 PM

8. Adjourn