

PROVIDENCE COMMUNITY ASSOCIATION, INC.
Regular Meeting of the Board of Directors
Tuesday, February 21, 2017

The monthly meeting of the Providence Community Association Board of Directors was held on the above date at the Providence Clubhouse, located at 9114 Woodleigh Drive, Houston, Texas 77083. Director Davis called the meeting to order at 7:30 p.m., with quorum established.

PRESENT: Kelly Davis, President
Rob Findlay, Vice President
Laura Dawson, 2nd Vice President
Tommy Armour, Secretary
Saundra Saunders, Treasurer
Terrie Sullivan, SCS Management Services

MINUTES

No minutes were presented for review. The board will put together their notes from November to form a set of minutes.

GUESTS TO ADDRESS THE BOARD:

Mr. Robert Shindler, Kingsbridge MUD President was in attendance at the Boards request. Director Findlay questioned the promised irrigation at the park. A brief discussion followed with clarification that the irrigation was installed however was not set up with power.

There was also discussion in reference to internet and the MUD's promise to finance it. Director Kelly stated that although the clubhouse had internet the association was paying for it. Discussion followed with Mr. Shindler stating that the MUD was also paying for internet, he will research and notify the board of his discovery.

Ms. Patti Weilbaeher was in attendance and questioned the board on who residents were to contact for repairs to their drives and streets. Ms. Weilbaeher was instructed to contact Precinct 2 for repairs and the police non-emergency number for incidences regarding police issues. Discussion continued.

Mr. Musa Rogers addressed the board concerning a letter he received to clean his siding and a request for waiver of fees. Mr. Rogers stated that he received a letter in December and then one in January that charged him for not complying. Director Kelly stated the board would discuss his request and notify him in writing of their decision.

Mr. Rogers also questioned how to get cluster boxes in his area rather than individual mailboxes. It was explained that the mailboxes are owned and maintained by the post office and he would need to contact them with his request.

Mr. Anthony Coleman questioned how to get approval to install a new fence, Director Findlay responded.

COMMITTEE REPORTS

Landscape/Irrigation

Director Dawson reported that Pedro had recently de-winterized the landscaping areas and that several plants had been lost at the entrance. Discussion followed in reference to what kind of plants to install. Director Davis suggested Director Dawson come up with what she felt would be good for the area.

Tennis Courts

Director Dawson reported that most of the current windscreens were down and dry rotted and in need of replacement. She also stated that she had solicited a bid to replace them and compared the cost to another company she was familiar with and the original bid from EMA offered at a much better pricing.

PCA Phone Line

Ms. Karen Blakeman stated she would get with Director Saunders and instruct her on how to retrieve messages.

Clubhouse

Director Davis stated that no rental information was left however there were several rentals. Ms. Sullivan will contact Mr. Toomey in reference to the missing information.

Pool

Director Davis reported that they needed to make a decision on pool management companies and that she had requested several bids. Discussion followed. Ms. Sullivan was requested to invite a representative from GHPM to attend the March meeting to discuss their proposal.

Director Dawson motioned to purchase a sign in reference to inclement weather for the pool. Director Saunders seconded the motion. All were in favor.

TREASURER REPORT

Director Saunders reviewed the December 31, 2016 Year-end financial report as well as the January 31, 2017 monthly financial report.

MANAGEMENT REPORT

Mrs. Sullivan reviewed the February Management Report going over the percentages collected and expended as well as contracts coming up for renewal.

Action Item List

The current action item list was provided and reviewed in detail.

CAMI

The quarterly report was presented and reviewed. Ms. Sullivan will contact Wired Electric to come check the tennis court light that isn't working.

OLD BUSINESS

ACC Guidelines Booklet Update

Ms. Sullivan stated that she was still working on it.

NEW BUSINESS

Signature Card

Ms. Sullivan presented the card to Director Saunders for signature.

Insurance Renewal Forms

Director Davis signed off on the "Statement of Values" and the "Terrorism Insurance" forms.

Board Resolution – Foreclosure Action

Ms. Sullivan explained that the resolution was prepared by their attorney to help in taking action for foreclosure and keeping action within the boundary of the new laws. Director Saunders motioned to approve the resolution. Director Findlay seconded the motion. All were in favor.

Mosquito Fogging Contracts

Two proposals for mosquito fogging were presented to the board. After reviewing there was some question in reference to the cost. No decision was made.

Southern State Roofing

A bid provided by Southern State Roofing for a "pipe jack" in the amount of \$175.00 was presented and reviewed. Director Davis questioned if having work done by a different company would nullify the current warranty, Ms. Sullivan will verify.

Green Thumb Bids

Three bids from Green Thumb Landscape were presented for review. One was for mulching tree rings, one for adding mulch to the playground and one for annual fertilization. Director Dawson motioned to approve all bids. Director Findlay seconded the motion. All were in favor.

Aquatic Advisors Pool Management Contract

The contract was presented and reviewed, several changes are needed in hours and weekend hours. No decision was made.

Tennis Court Windscreen Bid

Director Armour motioned to approve a bid to purchase windscreens for the tennis court. Director Dawson seconded the motion. All were in favor.

Mosquito Blocker System

Information on a mosquito blocker was provided. Director Lawson will contact the vendor for additional information to present to the board.

Pool Registration Dates and Letter

The board reviewed the registration information presented by Ms. Sullivan, several changes were made. Director Armour motioned to increase the cost of tennis court keys to \$25.00. Director Saunders seconded the motion. All were in favor.

Purchase Software Package for Computer

Discussion tabled until March.

Assign Committees

Discussion tabled until March.

DEED RESTRICTIONS/ENFORCEMENT ACTIONS/ACC REPORT

The February 1, 2017 Board Referral list was presented and reviewed by the Board; action was taken on several properties. Director Dawson motioned to approve all action taken. Director Armour seconded the motion. All were in favor.

Director Findlay stated that he had sent Ms. Norris, of SCS Management sever pictures of violations to be cited.

ATTORNEY STATUS

Ms. Sullivan gave an overview of the current status Report from Holt & Young. Director Dawson motioned to approve foreclosure action on three properties. Director Armour seconded the motion. All were in favor.

ADJOURNMENT:

There being no further business to come before the Board, meeting adjourned at 10:30 pm

Attest

Date

Attest

Date