

Baldwin Square Homeowners Association, Inc.

Minutes of a Regular Meeting of the Board of Directors on June 19, 2019, at 4:00 p.m.

The Baldwin Square Homeowners Association, Inc., held a Regular Meeting of its Board of Directors at The Crime Stoppers Building located at 3001 Main St., Houston, Texas 77002.

Attending Members of the Board: Andrae Turner, President
 Roger Neal, Vice President
 Lisa Romero, Secretary/Treasurer

Attending Member of Management: Sonya Bradley, CMCA, AMS, PCAM, Community Association
 Manager, Midtown Management Corporation

Quorum and Call to Order

Andrae Turner established a quorum and called the meeting to order at 4:01 p.m.

Agenda

The Agenda was approved as presented.

Homeowners Present

Dianne Reece and Kelly Reynolds – Landscape Committee

Minutes

Roger made a motion to approve the minutes from May 15, 2019; Andrae seconded; motion carried.

Committees

Security Committee: Eric Botts submitted a written crime report since he could not be present. Eric did make an observation that crime seems to be down which could have to do with the construction going on around Midtown, but he is concerned that the data may just not have been updated.

Landscape Committee: Dianne Reece asked if the Board has made any decision yet in regards to having Houston Area Landscape submit the accountability reports showing what has been done in regards to the landscape maintenance per the current contract. Roger Neal pointed out that the current landscape contract does not require this of Houston Area Landscape so Sonya will follow up with Miguel to see if this is something, he is willing to do at no extra expense to the Association. This practice is something the landscape committee and the Board feel will benefit the Association and improve communications with the vendor by being proactive and will improve the overall quality of the work being performed. Dianne walked the community prior to the meeting and observed 2 areas outside of Baldwin Court that need to be brought to Miguel's attention. There are bare areas of grass along Tuam St. outside of Baldwin Court that should be getting adequate light but the grass is not growing and the other area is in front of the homes facing Baldwin Park where the landscapers are drastically trimming the grass with the weed eater which is not allowing the grass to grow.

Andrae requested that management send out the landscape specifications the landscape committee has finalized to the five (5) landscape companies Dianne Reece has provided in addition to sending it to Houston Area Landscape to re-bid. Roger requested that Sonya contact Midtown Management District to find out the name of the landscape company they use in Midtown for the areas maintained by the District. Midtown Management will send the request for a proposal with a bid deadline of 7/31/2019. The Board would like to then be able to review the bids and make a decision by the August meeting. The current landscape contract expires on 10/31/2019.

Financials

The Board reviewed the May 31, 2019 financials. Roger had a question regarding the additional bank balance recap report that is included in the monthly financial package which Sonya will research and get back to the Board on following the meeting.

Management Report

The Board reviewed the Deed Restriction Violation Report.

- 2904 Jackson St– Due to the homeowner stating that he does not pick up any mail from his mailbox and only communicates via email, Sonya will ask the attorney if they can send electronic copies of the demand letters, they have sent via certified mail to the owner so he is aware of the pending action. Sonya did inform the Board that is required by law that certified mail is sent versus email communication only. The Board will then make a decision on what further action to take if the owner has not responded within 30- days from receiving the letters electronically.
- 2921 La Branch St. – The Board approved to refer this account to the attorney for further action due to several unsuccessful attempts made by Midtown Management Corporation to notify the owner of the open violation.

Due to several owners leaving their trash and/or recycling containers out continuously and not storing them out of view on non-service days, Management will modify the current letter being sent to owners for this violation, which will include the language that the Association will remove and recycle the containers if they are left out after the service day and it will be at the owners expense to replace the containers. A charge will also be assessed for the removal.

Old/New Business

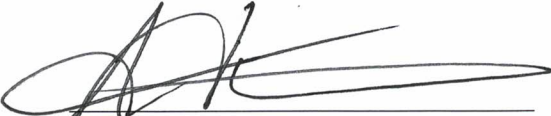
- Roger reported that the Caroline St. Townhome irrigation system does not appear to be working now for several months. Sonya will confirm that the recent irrigation repair to this system that Houston Area Landscape reported was damaged by the road construction which effected the BSIV and Caroline St. Townhomes irrigation system has been made. Sonya will also ask Miguel to re-check this area to confirm the irrigation controller is in fact working. The Board would also like Midtown Management to have Miguel confirm what areas are included in the watering done by the water meter for Caroline St. Townhomes since it is thought to also include the Anita St. Townhomes section. Sonya will send copies of the April and May water bills for the irrigation meter at Caroline St. Townhomes to the Board as requested.
- G&G Steelworks – The board discussed the bid for the iron fence painting and repairs to be completed in 2019 based on the budget. The Board approved the bid for the needed repairs and the painting for \$12,370.00 to include the sections of the Tuam Townhomes, Baldwin Square III, Anita St. II, Anita St. III, Baldwin Square II and Baldwin Square V. In addition, the Board approved the bid from G&G to replace the missing or broken finials on the iron fence pickets in these designated sections at a cost of \$5.00/finial for a total of \$575.00. Midtown Management

will send letters to all of the homeowners in these sections with a date the painting will commence.

- The Board requested that Management get updated bids from Houston Area Landscape to plant three (3) trees along Anita St. where dead Crepe Myrtles were removed several months ago so the trees can be planted in the fall when the weather cools down. The Board will decide between going back with Crepe Myrtles or planting Mexican Plums or Texas Redbuds which were the type of tree recommended by the landscape committee.
- ACC applications:
 - 1507 Anita – Installation of a flower bed inside their private yard. The Board approved this application.
 - 2710 Crawford St.- A revised application was submitted for the work that was previously approved and performed which is for the staining of the slab that is already in place. The Board approved the stain color.
 - 2918 La Branch- Add rocks on the side of the home due to the amount of heavy shade and grass will not grow. The Board approved this application.

Next Meeting & Adjournment

The next Board meeting is scheduled for Wednesday, July 17, 2019 at 4:00 p.m. There being no further business, the meeting was adjourned at 5:23 p.m.



Andrae Turner, President

17 July 2019
Date