

Baldwin Square Homeowners Association, Inc.

Minutes of a Regular Meeting of the Board of Directors on February 20, 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

Absent Member of the Board: Lisa Romero, Secretary/Treasurer

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

Quorum and Call to Order

Andre Turner established a quorum and called the meeting to order at 4:05 p.m.

Agenda

The Agenda was approved as presented.

Guest and Homeowners Present

Tim Matthieson, Engineer with Reserve Advisors
Dianne Reece and Kelly Reynolds – Landscape Committee

Reserve Advisors

Tim Matthieson with Reserve Advisors, the company retained to perform the reserve study attended the meeting to briefly speak about the Reserve Study. Prior to the meeting, Tim had met with the Board onsite to get an idea on what is considered 'common' to include in the study and any prior maintenance issues. Tim will provide a funding plan for budget purposes and future planning to the Board. The main items will include: parking areas, common drives, perimeter fence, mailboxes, irrigation system, sidewalks, access gates and gate motors. Tim will submit a drafty study in approximately 30 days and revisions can be made up to a period of 6 months if any changes are needed. The primary focus of the study does not include landscaping, but Tim will include some landscaping in the study.

Minutes

The Board reviewed the minutes from January 16, 2019 and the minutes and were not approved due to Roger Neal requesting that the minutes reflect that he did not vote for the approving the bid from Reserve Advisors. Midtown Management will revise the wording and the minutes can be approved at the March meeting.

Committees

Security Committee: Dianne Reece passed out a crime report from Eric Botts on his behalf.

Landscape Committee: Dianne Reece gave an update on the landscape survey that was sent out. There was a 25% response from the homeowners. Dianne has broken it down by sections. Dianne sent a report to the Board already. A lot of the feedback was concerning the RoW areas and this is primarily due to the large oak trees and too much shade which does not allow the grass to grow. Dianne recommended that management send out a thank you to everyone who participated in the survey and provided feedback.

Dianne also gave an update on the ROW area outside of Dennis St. Townhomes at the corner of Dennis & Crawford. Despite the requests to 3-1-1, the City of Houston has closed the requests saying that AT&T was the contractor working in this area and that the City is not responsible. Roger Neal asked Management to send a letter to AT&T along with pictures of the ROW area at Dennis St. Townhomes demanding they repair the area. Roger will find out the name of someone at AT&T where the letter can be sent and provide this information to Midtown Management.

It was noted that Houston Area Landscaping was mowing in wet grass recently which should not be done due to the mowers making ruts in the wet areas. Dianne has confirmed that Texas A&M University will do a soil analysis sample for \$12.00/sample in order to analyze the soil for proper fertilization. Management will remind the landscaper to keep the oleanders trimmed back away from the sidewalk along Crawford at Baldwin Court section.

Financials

The Board reviewed the January 31, 2019 financials and questions were answered by Sonya. The Board reviewed the water chart and there were no questions. All irrigation meters remain off at this time.

Management Report

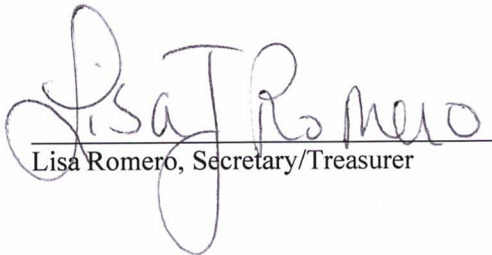
The Board reviewed the Deed Restriction Violation Report. Owners who do not comply with the letters being sent by Management will be referred to the Association's attorney for further legal action.

Old/New Business


- The 2018 tax return was approved and signed by Andrae Turner.
- Sonya recommended that an informational email be sent to all homeowners reminding them of some general maintenance items for their homes and flower beds as well as general reminders for the community.
- Management will send the most recent fence painting specifications to the Board for them to review before RFP's for painting are sent out. Sonya will update the fence painting schedule and send to the Board. In addition to the survey Michael Holloway and Pete Richard performed a couple of years ago when they classified each section of the fence from a Grade 1-3, 3 being in the worst condition. All grades 2 and 3 were painted in 2017.
- Roger is still waiting to hear back from MMD regarding them paying to replace the trees along Anita St where dead Crepe Myrtles were removed. Based on Roger's findings, the Board will make a final decision at the March meeting how to move forward.
- ACC applications:
 - 2714 Crawford St. – The Board would like more information and pictures on what the owner is wanting to put in place of the shrubs along the side of the home/driveway. Sonya will request additional information and forward to the Board so the application can be approved via email.

Next Meeting & Adjournment

The next Board meeting is scheduled for Wednesday, March 20, 2019 at 4:00 p.m. The meeting was adjourned at 5:20 p.m.



Lisa Romero, Secretary/Treasurer



Date