

*Longwood Owners' Association, Inc.*

First Quarter MINUTES 2018 -  
901 Longmire, Unit 68 16<sup>th</sup> Jan 2018 – 10:00 a.m.

The meeting was called to order at 10:00 a.m. . Present at the meeting were: Cheryl Stark, Orville Fleetwood, Stan Corbett, and Michael Lynn.

Board Members and Officers: The president identified the current the Board members, and position vacancies on the Board. The Board is operating with only three directors, current president Cheryl Stark, Treasurer Stan Corbett, and Property Manager Michael Lynn. Two new elected board members are Orval Fleetwood and David Frame.

The Board of Directors for 2018 are as follows:

Chery Stark, President  
Orvil Fleetwood, Vice President  
Stan Corbet, Treasurer  
Michael Lynn, Property Manager  
David Frame, Secretary

The meeting continued with a remembrance of neighbors who passed away during the 2017 year - Dave Hutchinson, Mo Rashid, and father of Santos Hernandez.

The next item was the Secretary Report. Members have been provided with copies after the 2017 Annual Meeting and in preparation for the 2018 meeting, the president declined to read it in entirety. The report stands as written.

Stan Corbett was asked to present the Treasurer's Report. Stan had distributed the Financial Statements prior to the meeting, but recapped them for the members. The bank balance showed a total of \$45,134.48 ending Dec 31, 2017. There are several budgeted expense items, such as mail box replacement, painting projects, guard house and potential legal fees that may cause 2018 expenses to increase more than occurred in 2017.

Michael Lynn gave an update of the property improvements undertaken during 2017 and those that are planned for in 2018.

- Mike noted that the lamp poles were in need of painting and he has an estimate for that work.
- Mike discussed the potential replacement of mailboxes, and the necessity to add more if a new house is built. Longwood is now at maximum with the current boxes. Mike has contacted the local Postmaster, who has agreed to replace our current mailboxes with new boxes that can handle additional residents, all at no cost to Longwood residents. Additional discussion took place on how to transition from the old boxes to the new ones, transfer of keys being the main issue. Members discussed several options on how to transition to new boxes. No date has been set for actual installation.
- The trees that overhang the Longmire roadway need to be trimmed. Board will investigate having Santos assist with trimming effort.
- Rains from Hurricane Harvey caused some drainage problems in several locations in Longwood. Some of the issues were structural,i.e., lack of sufficient drainage and some occurred for lack of attention and care of drainage easements. Each

homeowner is responsible for the condition of their property. President will send an email to those property owners that had drainage issues.

The next item was setting the dates for installation of Holiday Decoration. The date of Saturday, November 18th at 10:00 a.m. was decided upon although the lights would not be switched on until after Thanksgiving (Nov. 23rd). They will be removed on Saturday, Jan. 6, 2018. A discussion followed about retrofitting the guard house with storage space and hanging space to accommodate the decorations. It is proposed to remove the mail slots, cover that space with large doors and hang the wreaths on that wall. Also the "desk" will be removed, and a storage bin with lid built for the lights and garland. It was mentioned that it would be best if this project could be completed during November and December, so that at removal time, these items could be stored directly.

Old Business of the parking issues continued the agenda. An email/memo has been sent to all residents, and the association has the responsibility to enforce these rules. A vigorous discussion followed with several people stating that the rules were a burden but the rules were known by anyone purchasing a home in Longwood. Others expressed a desire to follow the rules eliminating long-term parking in the street and on cul-de-sacs, no parking in the driveways of houses 2 through 7, and enforcing the rule of two cars must be garaged and a third could be on the driveway for all other houses. Nell Craig stated that during a recent visit to a neighborhood that enforced their restrictions, the neighborhood had a much nicer, neater and serene feeling. She felt that Longwood needs to return to its stated Rules. Orville Fleetwood made a motion, Vickie Thornberry-Frame seconded, that the Covenants, and Rules and Regulations be written to reflect this. No opposition was expressed to continuing this action.

Under New Business, several issues were discussed. During Hurricane Harvey, one house was flooded by run-off and several others were near flooding. The build-up in the neighborhood has caused retention pools and no clear flow of water across lawns. The services of a hydraulic engineer or similar person familiar with flow patterns was suggested, but postponed. Every homeowner should make certain that water can drain into and out of their enclosed spaces.

Many small maintenance problems were brought up. The sprinkler system outside the fence is not working and repairs must be made before spring and summer. Hose bibs and electrical outlets are needed outside the fence fronting Longmire, so that the yard crew can operate their machinery. Several trees on the common grounds are in need of trimming, and should have a professional worker. The entrance/exit gates are being opened by human force, and allow passage into the neighborhood. Stan Corbett suggested the installation of magnetic locks so that the gates cannot be opened by humans.

The issue of Liability Insurance for the directors was discussed, and Stan Corbett tasked with finding a vendor to cover the Board from potential legal action. This was felt to be necessary in the current litigious world with people suing for the slightest incidence and possibly an influence in finding residents to occupy board positions.

The final item was the report from Irma Russell and Jack Gunion. Each candidate received 22 votes, so they were elected with no opposition. The meeting was concluded at 8:37 p.m. and adjourned for the social hour.

## ANNEX A

### FINDINGS OF ACC

TO: Homeowners, Prospective Owners and Realtors  
FROM: Longwood Owners' Association, Inc.  
DATE: October 19, 2017  
SUBJECT: Use and Occupancy of Longwood Subdivision

#### I. Materials and Construction

- Roofing material: GAF "Weathered Wood" available at ABC Supply, Inc. in Conroe.
- Windows: PLY GYM - insulated glass with two or more panes. Divided light appearance required wherever windows are visible from the common areas. Available at 84 Lumber in Conroe. If window is broken, Able Glass in Conroe can replace the glass without replacing the entire window.
- Outside paint color: Sherwin Williams - #SW 7542 Naturel
- Concrete Stain: Driveways, walkways and patios: Sherwin Williams, H & C Concrete Stains - Cedarwood Brown, Custom Manual Match (formula on file at Sherwin Williams).
- Contractor for concrete stain: Dynamic Concrete, Angel Rojas, 936-499-4438.
- Brick: Boral Alamo Queen - Boral Brick, 1720 North Sam Houston Parkway in Houston. 281-442-8400.

#### II. Reminders of Rules and Regulations (taken from 2012 Revision)

- No object or decoration should be placed in view of the Common Areas that detract from the appearance of the subdivision (Rules and Regulations, page 2 #6).
- Approval from ACC is required to make any changes in landscape, repair, decorate, redecorate, paint, stain or improve the exterior of any home.
- No antennas/satellite dishes are permitted if they are visible from any part of the common area. (Fourth Amended and Restated Declaration of Covenants, Condition, and Restrictions, page 6 item E).
- Routine power washing of brick walls and driveways. (Rules and Regulations, page 8 #14).
- Solar screens should be approved by the ACC. If visible from the common area, should be divided light - same as windows and brown in color.
- Any landscape/outside or porch lights visible from Longmire Road or the Common Areas should be white. No colored lights except at Christmas (Rules and Regulations, page 2 #6).
- Christmas decorations should be tradition. No inflatables (Fourth Amended and Restated Declaration of Covenants, Conditions and Restriction, page 6 item E).
- No routine parking on the street. (Rules and Regulations, page 2 #3).