

THE NEW PROPERTY OWNERS ASSOCIATION OF NEWPORT, INC.

Minutes of Board of Directors Meeting

March 18, 2020

Call to Order

A regular monthly Board of Directors meeting of The New Property Owners Association of Newport, Inc. was held on March 18, 2020, beginning at approximately 6:00 p.m. Those directors in attendance were Kim Davila, Nancy Gaudet, Becca Sharp, Mike Duke, Eileen Fashoro, Gerald Kelley and Norman Outley. Carol Jones represented the association. Dan Kasprzak, NPOAN corporate attorney was also present.

The meeting was closed to the public as a result of recommendation by Harris County Health Department and officials due to COVID-19.

Minutes

A motion was made by Nancy Gaudet to approve the January 29, 2020 minutes with suggested changes. The motion was seconded by Becca Sharp. The motion passed unanimously.

Financials

The manager presented the February financials. A motion was made by Norman Outley to approve the financials as submitted. The motion was seconded by Eileen Fashoro. The motion passed unanimously.

A motion was made by Nancy Gaudet to add the NPOA officers as signors of the NPOA Operating account with Community Bank of Texas. The motion was seconded by Becca Sharp. The motion passed unanimously.

A motion was made by Nancy Gaudet to open separate accounts with Community Bank of Texas for capital reserve funds and funds belonging to Villas of Newport Community Association. The motion was seconded by Eileen Fashoro. The motion passed unanimously.

Discussion/Action Items

1. A motion was made by Gerald Kelley to authorize the manager to execute the engagement letter for Ken Skrabanek to perform a combined audit for NPOA and Stonebridge.
2. A motion was made by Norman Outley to approve the bid in the amount of \$3,672 for deck repair to the pool. The motion was seconded by Mike Duke. The motion passed unanimously.
3. A motion was made by Norman Outley to accept the bid in the amount of \$8,918.62 to replace and update the surveillance cameras at the storage facility. The motion was seconded by Becca Sharp. The motion passed unanimously.

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4. A motion was made by Gerald Kelley to reallocate the designated purpose and distribution of allocated funds for capital improvements to the golf course, provided the original allocated amount does not change. The motion was seconded by Norman Outley. The motion passed unanimously.
5. A motion was made by Gerald Kelley to authorize the manager to use her discretion in waiving late fees for the months of March and April for homeowners who are impacted by the COVID-19; provided the homeowner first meets with the manager. The motion was seconded by Becca Sharp. The motion passed unanimously.
6. A motion was made by Nancy Gaudet to accept the Newport Section 6 Partial Replat No. 1 and Extension Subdivision into the Newport Subdivision and to approve and accept the Restriction Covenants as presented. The motion was seconded by Gerald Kelley. The motion passed with Eileen Fashoro abstaining.
7. A discussion was held concerning the condition of the signage throughout the community. Eileen Fashoro reported that each sign side could be replaced at a cost of \$795. There is a total of 16 signs in the community, three of which are the Welcome signs at the entrances. A motion was made by Norman Outley to approve a \$1,000 contribution toward replacing the welcome and builder signs that contain information regarding Newport's amenities. The motion was seconded by Nancy Gaudet. The motion passed unanimously.

Manager's Report

1. The manager reported that statements were mailed monthly for the first quarter.
2. The Association's periodic report has been filed with the Secretary of State.
3. The manager reported that she had received some information from Pct. 2 regarding the construction of a home on Port O'Call by the County's New Single-Family New Construction Program and requested space to hold a public meeting. Due to County cancellations this meeting has been placed on hold. At this time, we do not have additional information on this program nor do we have the exact address for the new construction.

Golf Course Update

The manager reported that the HOA had contributed \$3,060 over the budgeted amount for January and February but that March will be less than the budgeted amount. She also reported that the amount still outstanding the past due accounts left unpaid by Billy Casper Golf is less than \$20,000 and should all be paid by the end of April.

Norman Outley left the meeting and gave his proxy to Kim Davila.

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Nancy Gaudet reported that the committee has been busy reviewing new house plans. She stated that a variance was granted to a homeowner where the builder had taken out all the trees on the lot and replacement of two trees in the front would be impossible because of the configuration of the lot and utility easements. The homeowner agreed to put one large tree in the front and two in the back.

Deed Restriction

Kim Davila reported that several violations had gone to petition stage. She also reported that most of the violations at this time are yard maintenance and mold.

Security

Kim Davila reported that there was no Crime Watch meeting this month because of lack of participation. She stated they were considering only quarterly meetings for Crime Watch with a speaker who could address safety measures for homeowners. She also reported that one of the contract deputies would be leaving and she would be interviewing by telephone for the replacement.

Executive Session

HOMEOWNER INFORMATION REDACTED

END OF EXECUTIVE SESSION

New Business

Kim Davila read an e-mail she had received regarding flooding of 1706 Beachwalk and wanted to know if there is anything the association could do about this issue. The manager will talk to the Grounds Superintendent at the golf course to see if this is a Stonebridge problem.

Old Business

Next Meeting. The next meeting will be the quarterly meeting on April 9, 2020.

Adjournment There being no further business, upon motion made by Eileen Fashoro and seconded by Becca Sharp, the meeting adjourned at 8:30 pm.

Respectfully submitted,

Carol Jones,
Community Manager

APPROVED:

Mike Duke, Secretary