

# ***THE NEW PROPERTY OWNERS ASSOCIATION OF NEWPORT, INC.***

## **Minutes of Board of Directors Meeting**

June 21, 2012

### **Call to Order**

A regular monthly Board of Directors meeting of The New Property Owners Association of Newport, Inc. was held on June 21, 2012 beginning at approximately 5:040 p.m. Those directors in attendance were Dennis Pilkington, Earl Boykin, Sandy Hayes, Sam Gonzalez, Nancy Gaudet and Wayne Scott. Carol Jones represented the association. No residents were in attendance.

Charley Lenderman was not in attendance but gave his proxy to Dennis Pilkington. Jim Carpenter, Walter Thomas and Dan Kasprzak were not in attendance.

### **Minutes**

A motion was made by Nancy Gaudet to approve April 2012. The motion was seconded by Sam Gonzalez. The motion passed unanimously.

### **Financials**

Carol Jones presented the first quarter financials.

A schedule of write-off's for the April and May in the amount of \$8,211.70 was presented. The manager advised the Board that the write-off's represented five foreclosed property and one short sale. A motion was made by Earl Boykin to approve the write-off's. The motion was seconded by Sam Gonzalez. The motion passed unanimously.

### **Discussion/Action Items**

The manager presented revised rules and regulations for the stables. A discussion was held regarding to reopening of the stables. A motion was made by Sandy Hayes to reopen the stables effective July 1, 2012 and to accept the revised rules and regulations as presented. The motion was seconded by Earl Boykin. The motion passed unanimously.

The manager presented a revised Deed Restriction Enforcement Procedures allowing the Association to file enforcement proceedings in small claims court without an attorney and to charge an administrative fee of \$150. A motion was made by Nancy Gaudet to accept the revised Deed Restriction Procedures as presented. The motion was seconded by Sandy Hayes. The motion passed unanimously. The manager will recorded the revised procedures in the Real Property Records of Harris County, Texas and place them on the association's website.

The manager presented revised Collection Procedures giving the Association the right to file collection enforcement in small claims court without an attorney and to charge an administrative collection fee of \$150. A motion was made by Nancy Gaudet to approve the revised collection procedures as presented. The motion was seconded by Sandy Hayes. The motion passed unanimously. The manager will recorded the revised procedures in the Real Property Records of Harris County, Texas and place them on the association's website.

The manager presented a revised Lake & River usage agreement for members desiring to have parties at the amenities. The revision included a minimum deposit and increased the cost of deputy coverage to cover the cost paid by the association. A motion was made by Sam Gonzalez to

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approve the revised usage agreement. The motion was seconded by Wayne Scott. The motion passed unanimously.

The manager gave a capital improvement report. The manager presented a bid to seal and stripe the parking lot on Newport Boulevard in the amount of \$4,071.00. The manager also presented information on the costs of adding benches and trash receptacles to the park area of \$4,300.00. A motion was made by Sandy Hayes to proceed with the parking lot and purchase of benches and trash receptacles. The motion was seconded by Nancy Gaudet. The motion passed unanimously. The manager was instructed to also have the poles and drop boxes painted.

The manager submitted a request to open a legalese account at Frost Bank in order to record and order certified copies from the County Clerk's Office. The clerk's office will not accept checks from a homeowner's association. A motion was made by Wayne Scott to open the legalese account with a starting balance of \$750 and the manager's signature motion was seconded by Earl Boykin. The motion passed unanimously.

The manager presented a request for a temporary easement from DCP Southern Hills Pipeline LLC to cross the area between the storage and stables to access the HL&P easement. A motion was made by Sam Gonzalez to grant the request. The motion was seconded by Sandy Hayes. The motion passed unanimously.

### **Manager's Report**

1. Statements showing balance as of June 30, 2012 will be mailed the first week in July on outstanding amount from \$1.00 up.
2. The lake and river access road has been graded and the ditches clean out.
3. The bulkhead at the lake has been repaired.
4. We have issued over 1,000 lake and river passes this year.
5. I have filed a Periodic Report with the Secretary of State updating the Association's information. This report is required every four years.
6. Celebrate Newport's 40<sup>th</sup> year. August 25, 2012 4-6 pm at the circle on Newport Boulevard. Speakers, door prizes and desserts.
7. Yard debris pick up we did last month was a huge success. It cost \$6,000 but was probably one of the best received services provided by the association.

### **Executive Session**

SPECIFIC HOMEOWNER INFORMATION REDACTED

### **End of Executive Session**

The President announced the Executive Session consisted on deed restriction violations and collection matters.

**New Business.** The president instructed the manager to contact a fence company to have the cyclone portion of the fence in front of the park area adjacent to the pool removed. Sam Gonzalez

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requested that we acquire the lot from Rampart where the lake and river cameras are located either by purchase or an exchange.

**Next Meeting.** The next Board meeting is scheduled for July 12, 2012.

**Adjournment** There being no further business, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Carol Jones,  
Community Manager

**APPROVED:**

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Earl Boykin, Secretary