Mittlesteadt Estates

Barbara Bush Library

6817 Cypresswood Dr, Spring, TX 77379

Monday, August 12, 2019

6 PM

Town Hall Meeting Notes

* Tara Hirsch, the owner of Houston HOA Management, hosted a town hall/community meeting with the members of Mittlesteadt Estates

Introduction to Houston HOA Management

* Tara Hirsch and Zina Brown are the company founders, and Tara spoke about the company, history, and those things that differentiate Houston HOA Management from other management companies.

Violation Process

* Tara Hirsch explained that the violation enforcement would commence, and the process. If an owner violates, any of the governing documents would be sent a courtesy notice by either email or by USPS. The owner will be able to log into their account to view pictures of the violation and can contact Houston HOA Management if they would like to discuss their violation and cure options. It was explained that all parts of the governing documents should be enforced including the street parking. In accordance with the governing documents, vehicles are not allowed to park on any streets within the community

Q&A

* The Board discussed the cost savings for the association with not only the management company but with the new landscaping company.
* The Board also went over the difficulties of transferring the gate information over from AMCI. Currently, all gate codes and remotes are working; however, they are not able to program any new information at this time Houston HOA Management has engaged with a new gate company to see how this can be rectified.
* Tara with Houston HOA Management went over how owners can contact the company. Owners can call (832) 598-1462, email using [info@houstonhoa.net](mailto:info@houstonhoa.net) [workorders@houstonhoa.net](mailto:workorders@houstonhoa.net) or [deeds@houstonhoa.net](mailto:deeds@houstonhoa.net) as any member of the company may assist.

Annual Meeting Date

* Houston HOA Management will confirm a date in October to host the annual meeting at the Barbara Bush Library. Reservations must be done online and will send out a candidate solicitation letter to all owners once the date has been confirmed. Once the deadline for the candidate solicitation has been met, Houston HOA will send out a ballot/proxy to all owners.