



EXECUTIVE DIRECTOR'S REPORT

February 1, 2023 to February 28, 2023

- Sealed the eastern facing wall and windows of the POA office building that was severely water damaged and had become infiltrated with carpenter ants.



- City Contractors completed the installation of two small shade structures and a water fountain. In the process of construction, the contractors damaged the Billish Park irrigation system. Irrigation repairs have been scheduled and the cost of the repairs will be invoiced to the City of Corpus Christi. Estimated cost of the repairs came in at \$3,401.29.



- Currently working with Chris Nesloney, with Higginbotham, on community insurance audits and application for the upcoming 2023-2024 insurance renewals. Annual insurance renewal is April 1, 2023.
- Currently working with Kim Heinrich, with Higginbotham, on the 2023-2024 Employee Health Insurance renewal for 2023-2024. The renewal date is April 1, 2023.
- Contacted by Chad Steed, with BancCard. BancCard was referred to the POA by American Bank, as American Bank terminated its contract with TSYS. BancCard is the preferred credit card processing company now working with American Bank and is capable of supplying multiple credit card machines in the office, a payment portal, as well as the option to either continue to absorb the credit card convenience fees or pass those convenience fees on to the customers.
- Homeowner voting audit was completed and submitted to Election Trust in preparation for the 2023 annual meeting and Board election. In the process, over 550 pieces of returned mail, from the 2023 CAM fee mailing from January 6th were processed.
- Necessary repairs were completed to the vandalized Billish Park playground spring riders.