

THE BOARD OF TRUSTEES OF THE WESTCHESTER OWNERS COMMITTEE HELD THEIR REGULAR BOARD OF TRUSTEES MEETING ON TUESDAY, JULY 19, 2022, AT 14703 CHADBOURNE DRIVE, HOUSTON, TX 77079. MEETING NOTICE ATTACHED AS EXHIBIT "A".

TRUSTEES PRESENT: Michael Williams, Dave Anderson, Russell Pae, Kristie Tobin, Andrea Stevens, and Erin Fulweber. Also present: Heather Esteban of Crest Management Company.

TRUSTEES NOT PRESENT: Joe Strong, Ryan Renfro, and Natalie Hightower.

CALL TO ORDER:

The meeting was called to order at 6:00 P.M. The agenda was adopted as presented.

JUNE 21, 2022, EXECUTIVE SESSION SUMMARY

- A discussion was held regarding the holiday décor guidelines. The Board agreed to follow the guidelines and send a certified letter to owners in violation of the guidelines and where appropriate have the attorney send a demand letter.
- The Board agreed to begin sending letters to homeowners who do not have the required 2 front yard trees.
- The Board instructed Crest to send a letter to an owner who is currently in the process of remodeling his home to follow the ACC Guidelines along with a copy of the ACC Guidelines.
- The Board approved sending six accounts to the attorney for failure to pay the 2022 assessment.
- A Board member suggested allowing classified ads in the RAP in order to create revenue. The Board agreed that this action was a good idea.
- A Board member stated that we are limited by deed restrictions in funding non budgeted expenses to 2% of total annual assessments. Heather mentioned that most neighborhoods allow for a 10% expense increase in expenditures per year. Trustee Williams asked Trustee Tobin to look into this matter and see what can be done to make a change.

FINANCIAL REPORT

The June 30, 2022, financials were presented to the Board. As of June 30, 2022, there was a total cash balance of \$219,895.79 in the Operating Account, and the Non-Capital Reserve Account had a balance of \$110,088.15. Assessment receivables totaled \$12,827.51.

COMMUNITY RELATIONS: Trustee Williams gave an update on the recent Memorial Super Neighborhood meeting:

- On July 20th the last community meeting will be held prior to redistricting.
- Trustee Williams attended an informative meeting on proposed tunnel system to remove storm water. The project will cost \$30 Billion over 25-30 years. The tunnel will be approximately 40 feet under the ground and will have a diameter of 25 feet. The advantage of a tunnel is that the cost of purchasing right of ways is minimized.
- A discussion ensued regarding the proposed sidewalk amendment being reviewed by the City.

CLUB UPDATE: Trustee Pae advised that he, Trustee Williams and Trustee Strong had met with Jay Weiss, Architect, who will be preparing a rendering and floor plan for proposed changes to the Building and Pavilion. That rendering will be presented to the neighborhood along with a financial plan to gather feedback to the changes to the Building and Pavilion. Jay should be submitting the rendering to the Board by the end of July. It is expected that 4 to 6 weeks later (in September) the rendering will be presented to the neighborhood. When available renderings, floor plans, budget and other information will be posted on the Website.

There has been a delay in the planning process due to differing interpretations of the city building code related to detention requirements, and seeking additional suggestions from Club users. Trustee Pae stated that if any neighbor had any more ideas for the Club remodel to please let the Board know soonest.

So far, some of the changes that have been proposed to the Building: 1. Provide more room to the bathrooms/changing areas. The bathrooms will be enlarged to the edge of the lab on the north side. Users have requested that three toilets be placed in the ladies' bathroom. The recent design is under some review given that we need to have 5 feet of open area to comply with ADA requirements. 2. The showers will be removed from the bathrooms thus allowing for more room in the bathrooms by placing open air showers facing the pool on the west side of the building. In that location access to the showers will be more convenient. 3. Provide additional storage space to store pool equipment to be located on the east side of the Building. This additional space has been requested by the Swim Team and pool staff. 4. Improve the east side/Pinesap look of the pool by blocking the view of the trash cans and large throw away items. Several users have recommended keeping the walkway on the south side open with the present tree cover.

Trustee Williams mentioned that the plans to the Pavilion include opening up the ceiling in order to open up space, installing ceiling fans and refacing the columns.

MAINTENANCE: Trustee Williams advised that bees had been removed from the interior of a column at the north side gate by the Building.

TRASH & PEST CONTROL: Trustee Anderson advised that Texas Pride appears to be more consistent in their scheduling and pick up than they were a month ago. The main issues with the service are aggregation of trash, damaged and/or missing cans, and combining recycling with the trash pickup. The best explanation for why our service has deteriorated in 2022 is that the fees we are presently paying Texas Pride are not sufficient to cover their costs. This problem is being felt throughout the Houston area. The likely outcome is that in 2023 we will be facing a \$40K increase in trash collection costs regardless of which vendor we use.

PATROL: Trustee Fulweber read through the report of the recent calls for service in the community. She reported no major issues.

RAP NEWSLETTER & WEBSITE: Trustee Williams reported for Trustee Hightower that all 2022 agendas and Meeting minutes have been posted on the website.

OTHER:

- A neighbor pointed out that we should NOT park under trees. Due to lack of rain and high temperatures our trees are extremely stressed, and tree limbs may fall at any time.

NEW BUSINESS:

Proposals from Special Meeting November 9, 2021 – A motion was made, seconded, and approved by all to end the votes on the 5 proposals from the Special Meeting of November 9, 2021. A copy of the proposals is attached to the minutes.

Ratifications of Decisions Made Between Board Meetings – The Board ratified the following decision made between Board meetings:

- The Board approved the June 21, 2022 meeting minutes.

EXECUTIVE SESSION SUMMARY

- The Board reviewed the collection status report dated July 14, 2022.
- The Board reviewed the inspection report dated July 19, 2022.

NEXT MEETING

The next meeting will be held Tuesday, August 16, 2022, at 6:00 p.m.

ADJOURNMENT

There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 7:26 p.m.

APPROVED:

Date

Russell E. Pae, Secretary