

THE BOARD OF TRUSTEES OF THE WESTCHESTER OWNERS COMMITTEE HELD THEIR REGULAR BOARD OF TRUSTEES MEETING ON TUESDAY, APRIL 19, 2022, AT 625 NOTTINGHAM OAKS TRAILS, ROOM E-9, HOUSTON, TX 77079. MEETING NOTICE ATTACHED AS EXHIBIT "A".

TRUSTEES PRESENT: Michael Williams, Ryan Renfro, Dave Anderson, Natalie Hightower, Russell Pae, Kristie Tobin, Joe Strong and Erin Fulweber. Also present: Heather Esteban of Crest Management Company.

TRUSTEES ABSENT: Andrea Stevens

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

HOMEOWNER FORUM

- An owner stated that he lives behind the pool and sees that work is happening and is happy to see repairs are getting taken care of. He asked what things are getting repaired that can't be seen and what repairs are going to have to wait until next year. Another owner asked for an itemized list of work that has been done in the pool area including costs. She stated that all work being done needs to be documented and tracked. Trustee Strong pointed out a list of things he has done to get the club ready for the summer, and their cost. He added that we have used professionals when needed for electrical and plumbing needs. Major work on the building and pavilion will be done in the future.
- An owner advised she was reading the letter posted in the RAP about the pool costs rising 20% over the last two years and wanted to know what caused that type of increase. Trustee Renfro advised that the pool company's costs have risen by 30%, and the number of and that the number of lifeguards has risen due to the required lifeguard to swimmer's ratio. The cost of repairs to the pool also increased in 2021.
- An owner mentioned that the trees in the pool area looked much better and asked if Trustee Strong was going to be reimbursed for paying for them to be trimmed. Trustee Williams pointed out that we have reached budgeted expense cap in 2022 and will need to consider putting that expense in the 2023 budget.
- An owner recommended that the Board advertise that Westchester owners can donate money for club repairs and maintenance. Trustee Williams suggested that we put a 'click on' button on our website for this purpose.
- An owner asked if tennis court usage produced revenue. Trustee Renfro advised he has been stopping by the courts nightly to make sure users were paying the required club fee. The Board may consider placing a non-duplicate or password lock on the gate.

FINANCIAL REPORT

The March 31, 2022, financials were presented to the Board. As of March 31, 2022, there was a total cash balance of \$270,335.81 in the Operating Account and the Non-Capital Reserve Account had a balance of \$111,474.28. Assessment receivables totaled \$29,469.14.

Trustee Williams stated that we have enough cash to cover expenses for the foreseeable future. He is asking Trustee Stevens to prepare a cash projection for the coming year.

COMMUNITY RELATIONS

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

- Several nearby neighborhoods are installing Flock cameras which are license plate reading cameras.
- The Kendall library is opening in June
- Crime is up approximately 50%; however, the majority is in the commercial areas and multifamily apartments.
- He emailed with the Superintendent and the Principal on the Nottingham Elementary School building project regarding the loaded trucks delivering material to the school. The Superintendent promised to monitor the roads taken through the neighborhood.

POOL & TENNIS

Trustee Renfro advised owners wanting to book pool parties this year to contact Aquatic Advisors directly.

MAINTENANCE

Trustee Strong reported that the following work has been completed:

- Sod was installed and trees were trimmed in the pool area
- The pool gate was re-hung
- Irrigation repaired and adjusted
- Countertops in the pool area were caulked
- The chain link fence was reattached at the tennis courts
- The walls were prepped for painting
- Ant poison was applied.

TRASH & PEST CONTROL

Trustee Anderson advised that about five weeks ago the trash company started having service issues including an increase of missed pickups and not returning cans up the driveway per the contract. He will be scheduling a meeting between the Board and the contractor, and if service does not improve, the Board will explore other options.

PATROL

Trustee Fulweber advised there has been an increase in traffic stops, but nothing of consequence has occurred in Westchester. The Constable covers our neighborhood from 10am though 8pm.

RAP NEWSLETTER

Trustee Hightower advised that the RAP was redesigned last month, and she has just completed the website redesign. A blog has been added to the website where updates from the Board will be posted. The website has more forms, is much clearer and user friendly.

MAJOR BULDING PROJECT

Trustee Strong stated that he contacted the former architect who estimated a cost of \$4,000 to rework plans for the bathrooms and pavilion. He offered that we should look to other architect to draw up plans for the club.

NEW BUSINESS

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

- March 24, 2022, the Board approved a \$100 a year plan in order to collect e-signatures for the pool waiver.
- March 29, 2022, the Board approved the March 21, 2022, meeting minutes.
- April 11, 2022, the Board approved recouping an overcharge by Texas Pride Disposal of \$8,400 by receiving a credit of \$350 per month over the next 24 months.

EXECUTIVE SESSION SUMMARY

- The Board met with Architectural Control Committee (ACC) member Nick Kovics to discuss the ACC Guidelines. Nick mentioned that other ACC members are Monica Howard, Mitch Frank, and Mary Hoffman. Nick stated that the ACC receives a list of violations from a Crest employee driving through the neighborhood. The ACC starts taking action soon after.

Nick described some of the recently reported violations: Seventeen homes have fewer than two trees in the front yard. Some homes have Holiday decorations that are not taken down after the Holiday Season is over. Mildew on buildings. No brightly colored chairs in the front yard – not enforced. Displaying of flags – not enforced.

Trustee Williams pointed out that Nick and Heather will make sure that the ACC Guidelines recently filed with Harris County are the most up to date version. Once that is done the new guidelines will be posted on the Crest and Westchester Websites for all the neighbors to

read. With that done the new ACC guidelines will take effect.

Nick stated that homeowner Exterior Modification Requests (EMRs) are approved in a few days. These approvals are even required for cutting down and planting new trees.

- The Board reviewed the collection status report dated April 18, 2022.
- The Board reviewed the list of house violation reported as of April 19, 2022.
- The Board is reviewing fee amounts to charge for party functions at the pool.

OTHER

- Trustee Williams mentioned having Trustee Pae review several insurance issues.
- Trustee Williams mentioned looking to lower HOA expense: printing less paper, possible reducing phone and website costs.
- Trustee Williams mentioned looking to sign a new security contract with a different party.
- Trustee Renfro mentioned that on May 3rd, 2022, the pool will open for swim teams.

NEXT MEETING

The next meeting will be held Tuesday, May 17, 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 7:40 p.m.

APPROVED:

4-27-2022
Date



Russell E. Pae - Secretary