

THE BOARD OF TRUSTEES OF THE WESTCHESTER OWNERS COMMITTEE HELD THEIR REGULAR BOARD OF TRUSTEES MEETING ON TUESDAY, MAY 17, 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 and Joe Strong. Also present: Heather Esteban of Crest Management Company.

TRUSTEES ABSENT: Andrea Stevens and Erin Fulweber

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 he would like to see progress notes or plans for further repairs to the pool. He would appreciate receiving monthly progress updates. He stated that overall the RAP is much improved.
- An owner asked about the recent post to Facebook about a triathlon event being held at the pool. Trustee Renfro advised that he was not involved in the planning of this private event, but his understanding was that it is only going to be for 7 to 8 people. Trustee Anderson stated that he would address issues raised about pool usage during private parties.
- An owner asked how the tennis court membership confirmation is going. Trustee Renfro advised that he has continually advised tennis players to become club members. Beginning June 1st he will be visiting the courts regularly and asking non-members to leave.
- An owner thanked the Board for creating a great community Facebook page.
- An owner stated that at the April Board meeting it was mentioned that Trustee Strong had paid \$2,000 out of pocket for tree trimming and wanted to know if the Board had determined when Joe would be reimbursed. Trustee Renfro indicated that the work represented a second effort to trim trees, which had not been approved by the Board because the expense had not been budgeted. The Board had previously decided to include the reimbursement in the 2023 budget and Joe had agreed.
- An owner asked how maintenance items are approved by the Board., and if the approval provided before the work is done. The Board responded by stating all work is approved by the Board in advance of when the work is done
- An owner asked if residents should call the Constable directly to report speeding vehicles, or if they should call Trustee Fulweber, the security liaison. Two Trustees suggested that owners should call the Constable directly. Trustee Williams stated that the Board would discuss the matter with Trustee Fulweber and steps would soon be announced indicating how the

communication should take place with neighbors, Trustee Fulweber, and the Constable.

- Since the higher pool fees were not included in the 2022 operating budget, an owner asked if they could be used to cover 2022 expenses. Ms. Esteban advised in the affirmative and added that she will find out if the budget needs to be amended.

FINANCIAL REPORT

The April 30, 2022, financials were presented to the Board. As of April 30, 2022, there was a total cash balance of \$268,939.87 in the Operating Account and \$111,492.21 in the Non-Capital Reserve Account. Assessment receivables totaled \$16,880.83.

COMMUNITY RELATIONS

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

- There has been an increase of catalytic converter theft and car break ins throughout Houston. It was recommended that neighbors keep their cars in their garages at night. It was also recommended that in parking lots neighbors lock their cars and not keep anything of value visible to criminals.
- There are 243,000 people currently in District G (located in western Houston) while most districts have an average of 209,000. As result District G may need to be reorganized.
- The project to widen Dairy Ashford originally planned for 2022/2023 will not be widened until a later date. The proposed project will include replacing sewer/storm lines.
- The neighborhood library on Eldridge Parkway will have its Grand Opening this August.

POOL & TENNIS

Trustee Renfro advised pool season is in full swing. The pool is looking great, and the water is clear. Ninety-nine pool memberships have been purchased so far, with hopes of getting 150 plus members. The first swim meet held this past Saturday had 500 to 600 people present.

MAINTENANCE

Trustee Strong reported that all planned pool projects have been completed except for the diving board; he is waiting on the vendor to install the diving board rails.

The following work has been completed at the club:

- The water line to the drinking fountain at the tennis courts has been repaired.
- The pool stands have been painted.
- The women's restroom has been painted.
- The restroom stall doors have been raised.

- The pool deck has been leveled.
- The landscape beds by the pool have been covered with mulch.
- Club detailed list see below.

TRASH & PEST CONTROL

Trustee Anderson stated that mid-March the trash company started having service issues due to employee turnover. He will be meeting with NF8 and the contractor and if service does not improve the Board may consider giving them notice per the contract. Due to inflationary pressures, the Board may need to increase the trash budget for 2023 by \$50,000. Trustee Anderson asked that all service complaints be referred to him so he can better track the problems.

PATROL

Trustee Williams read through the report provided by Trustee Fulweber with the recent reported traffic problems in the community.

RAP NEWSLETTER

Trustee Hightower advised there was nothing to report.

NEW BUSINESS

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

- April 28, 2022, the Board approved the April 19, 2022 meeting minutes.
- April 29, 2022, the Board approved pool deck repairs to be paid to Oscar's Star Concrete at a total cost of \$1,500.00.

Other Business – Trustee Pae advised that he has been reviewing the Aquatic Advisors Inc. (a lifeguard and pool maintenance company) insurance certificate and contract to ensure that the HOA is listed as an additional insured on the insurance certificate. The Aquatic's owner had agreed to provide the certificate. He expected to receive it shortly.

EXECUTIVE SESSION SUMMARY

- The Board met with ACC Committee member Nick Kovics for the ACC report.
- The Board reviewed the collection status report dated May 13, 2022.
- The Board reviewed the inspection report dated May 13, 2022.

NEXT MEETINGS

There will be a meeting at the club for the neighborhood on June 5th from 3pm to 5pm. The purpose of the meeting will be for the HOA to showcase the improvements that have already been made to the facility, and to discuss a major redo of the club house and the pavilion. This project will

update the facility to better address the needs of the neighborhood. It is the intention of the Board to ask neighbors to provide feedback on the proposed ideas and plans that will be put forth by the Board.

The next meeting of the Board will be held Tuesday, June 21, 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 7:45 p.m.

APPROVED:

6-2-22

Date



Russell E. Pae - Secretary

Pool - Club Repairs Detailed List

February 2022

- Repaired shower valve in women's restroom
- Cleaned out shower heads in women's restroom
- Replaced shower heads in men's restroom
- Adjusted toilet tank valve float in women's restroom
- Cleaned out sink faucet screens in both restrooms
- Unstopped sink drains in both restrooms
- Removed defective electric outlets in both restrooms
- Replaced defective light switch in men's restroom
- Replaced burned out light bulbs in both restrooms
- Installed 3 ground fault plugs at outdoor outlets
- Replaced burned out light bulbs at south porch
- Oiled door locks and latches to make them operate better
- Adjusted latches at lifeguard window
- Adjusted door latch at lifeguard room
- Adjusted door latch at storage room
- Adjusted door latch at pool equipment room
- Installed floor latch and hasp on pool equipment room door
- Installed new vents in pool equipment room doors
- Installed latch on trash enclosure gate
- Touched up paint on metal fence
- Disassembled picnic table to paint and repair

- Got bids for drainage upgrade at north side of pool
- Oversaw installation of new area drains at north side of pool
- Hired electricians to repair defective lights, wiring, and vent fan
- Had electricians wire vent fans to light circuit instead of separate switches
- Got bids for wood trim repairs on clubhouse

March 2022

- Selected contractor and supervised wood trim repair
- Got bids for roof repair
- Caulked holes in shingle roof and pipe flashing
- Swept debris off flat roof and patched holes with plywood
- Painted and reassembled picnic table
- Installed doors at toilet stalls in women's restroom
- Purchased additional floor mats for restrooms
- Replaced top seal on sink faucets
- Removed old lifeguard stand
- Capped water line for slide after removal
- Got bids for planting grass
- Met landscape contractor to plan hedge trimming and sprinkler repairs
- Repaired door on book library cabinet

April 2022

- Removed and rehung gate at equipment storage area
- Selected contractor and supervised planting of new grass
- Adjusted lawn sprinkler settings and watered new grass daily
- Caulked countertops in restrooms
- Built new gates for electric panel enclosure by pavilion
- Adjusted gate by pavilion
- Reattached loose chain link fence on north side of tennis court
- Replaced broken score tube at tennis court
- Touched up paint on exterior of building
- Paint preparation in women's restroom
- Replaced broken lawn sprinkler heads
- Treated open wound on oak tree at south side of pool
- Hired additional tree trimming service to open up canopy

May 2022

- Repaired water line to drinking fountain at tennis court
- Spread Lawn Insect Killer on grass to control ants

- Painted diving board stand
- Raised toilet stall doors in women's restroom 12" above floor
- Painted women's restroom
- Hired contractor to repair cracked and broken concrete pool deck
- Got lawn service contractor to put mulch in flower beds