

**THE BOARD OF TRUSTEES OF THE WESTCHESTER OWNERS COMMITTEE HELD THEIR REGULAR BOARD OF TRUSTEES MEETING ON TUESDAY, SEPTEMBER 20, 2022, AT 625 NOTTINGHAM OAKS TRAILS, ROOM C-11, HOUSTON, TX 77079. MEETING NOTICE ATTACHED AS EXHIBIT "A".**

\*\*\*\*\*

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

**CALL TO ORDER:**

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

**HOMEOWNER FORUM:**

Kelly Nolan discussed the Mom's Club with the Board. She believes the pavilion would be a good facility to hold events. She stated that she could help to upgrade the pavilion by raising private funds through fund raising efforts. She mentioned installing an outdoor grill with a counter and repairing the pavilion floor.

An owner advised the Board about a golf cart accident at Chadbourne and Pinesap. The driver appeared to be drunk, weaving the golf cart on the road, causing the golf cart to tip over. There were children on the golf cart. The incident is on tape. The owner asked if the incident was reported to the police. The response was that the police showed up but that it was not clear whether the driver was identified.

An owner stated that, earlier today, trash handlers emptied other trash cans into her can with liquids that she will now have to remove from her trash can. Dave Anderson advised the owner that he would be talking to the trash company about this incident and let them know that it is not acceptable. The trash company is suffering from staff turnover, a shortage of workers, higher operating costs, and issues with their truck fleet. The Board has gotten bids from other trash companies and found out that their fees are 40% higher.

An owner asked if the Board has accurate accounting on club expenses including electricity, water and insurance. An estimate was provided of \$75,000 to \$90,000 per year for pool expenses; these figures did not include reserve expenses nor other club expenses. The owner indicated that based on total club expenses we should get the neighbors to decide what members should pay in user fees, and whether they want to pay assessments. The owner suggested that the Board should post the club costs on the Westchester web site. The response was that the Board will prepare a full accounting of the club expenses including reserve expenditures.

An owner advised the Board he had received bids for the proposed landscaping upgrades at the monument signs. It would cost approximately \$6k-\$8k to trim the current landscaping, pressure washing and irrigation repairs. For mulch and new flowers three times a year, it would cost approximately \$3k. The owner also reported that the entrance monument on the Pinesap entrance was significantly damaged. The response was that the Board will look into the damage.

An owner asked the Board if it has considered raising the pool user fees for 2023. The response was that the pool fees will go up.

### **FINANCIAL REPORT:**

The August 31, 2022, financials were presented to the Board. As of August 31, 2022, there was a total cash balance of \$206,846.74 in the Operating Account and the Non-Capital Reserve Account had a balance of \$104,135.07. Assessment receivables totaled \$13,798.02.

### **COMMUNITY RELATIONS:**

Trustee Williams gave an update on the recent Memorial Super Neighborhood meeting. Fleetwood is taking donations to try to stop the new multifamily development. Mary Ann Hoffman gave a presentation that has been posted on the super neighborhood website. For further info refer to [www.westhouston.info](http://www.westhouston.info)

### **POOL & TENNIS:**

No report was presented as Trustee Renfro was not in attendance.

### **MAINTENANCE:**

Trustee Williams stated that Trustee Strong is working on quotes to replaster the pool; the intent is to pay for the project out of the reserve fund. This expense will deplete the reserve, thus creating a need to get an assessment to replenish the reserve. Trustee Williams stated that the Board will then put together a schedule of necessary maintenance items going forward which he anticipates will cost an additional amount to be determined, in an approximate amount of \$150k. (This expense includes replacing the roof on the club building.) Paying for this work will require another assessment. Trustee Strong advised that all work done in the spring held up well during the summer.

### **TRASH & PEST CONTROL:**

Trustee Anderson advised that, since May, Texas Pride has sent invoices with an increase of 12% to cover inflation. At the time the Board had agreed to a 3% increase. As a result, the Board decided not to pay those invoices. More recently the Board has approved an additional 3% increase. The Board will be signing a contract with that increase plus language that Texas Pride can ask for more due to an unusual cost increase. We do not have much choice.

### **PATROL:**

Trustee Fulweber read aloud the report of the recent calls for service in the community.

### **RAP NEWSLETTER:**

Nothing to report.

### **NEW BUSINESS:**

**Administrative Contract Addendum** – The Board was presented with an addendum to the Crest Management contract to extend the contract until December 31, 2023, and increase the cost per month by \$50 in 2023. The review and decision on the contract were tabled until the next meeting.

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

- The Board approved the minutes of the meeting held July 19, 2022.
- On July 26, 2022, the Board approved a \$100 annual expense to be able to obtain electronic signatures for pool waivers.

- On September 7, 2022, the Board approved a contract increase of 6% for Texas Pride. The increase will be retroactive from May 2022 and is half what Texas Pride requested.

**Discussion to Focus on the Pool and Clubhouse Improvements** – The Board reviewed 3 plans: 1. Tear down the club building and rebuild. The Board turned down this plan because it would require too much money including paying for a retention facility. 2. An Architect’s plan that would remodel the club facility at a cost of about \$500,000. In a pool meeting neighbors advised the Board that they did not want to spend money on the building; they were happy with the club building as it was. 3. Properly maintain the club assets. In that pool meeting the neighbors advised the Board that they wanted money spent on the pool.

The Board will be submitting our plan to the neighborhood for a vote at the end of October.

The plan consists of 2 phases:

- Phase 1 – Raise approximately \$150,000 to maintain the pool (not clubhouse) through a onetime special assessment of \$400 per house.
- Phase 2 – Ask the membership for a second special assessment in an amount to be determined, due in the later part of 2023 for various projects to be determined to maintain the building and pavilion.

#### **EXECUTIVE SESSION SUMMARY**

- The Board reviewed the collection status report dated September 8, 2022.
- The Board reviewed the inspection report dated September 15, 2022.

#### **NEXT MEETING**

There will be a Special meeting at the pavilion on Sunday, October 16 at 4:30pm to discuss with the neighborhood the improvement plans for the club.

The next Board meeting will be held Tuesday, October 18, 2022, at 6:00 pm at St. John Vianney.

#### **ADJOURNMENT**

There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 7:40 p.m.

#### **APPROVED:**

\_\_\_\_\_

Date

\_\_\_\_\_

Russell E. Pae - Secretary