

**Nottingham Country Community Association, Inc.**  
Meeting of the Board of Directors  
Thursday, April 13, 2023

Pursuant to Article V, Section One, of the First Restated By-Laws of Nottingham Country Community Improvement Association, Inc., the Board of Directors meeting was duly called and held on the above date at the Mason Creek Community Center, located at 20201 Kingsland Boulevard, Katy, Texas 77450.

**DIRECTORS PRESENT**

David Sander, President  
Kristen Gilfillan, Vice President  
Don Mach, Secretary  
Brittany Severin, Treasurer  
Erin Slavik, Director  
Allen Hess, Director  
Suzanne Bredlau, Director

**DIRECTORS ABSENT**

Heather Nordhaus, Director

**IN ATTENDANCE**

Cassandra Perez, Chaparral Management  
Sgt Felix, Pct 5 Constables  
Homeowners: Twente-one homeowners were in attendance.

**GENERAL SESSION**

Director Sander called the General Session to order at 6:30 p.m. with quorum established.

**HOMEOWNERS/GUESTS TO ADDRESS THE BOARD**

Sgt Felix was in attendance and reported that last month was not very busy. There are still issues with identity theft and fraud occurring at the stand-alone blue mailboxes. Sgt Felix advises to drop off items to be mailed at the Post Office. There has been an increase in calls for suspicious vehicles and the issue with the homeless in the area is still being monitored and addressed as needed. Sgt Felix also reminded homeowners that Precinct 5 offers a vacation watch program.

An owner requested to address her concerns regarding the inspections being performed and the letters that homeowners are receiving, including letters she received.

Mr. Schiffauer, NCCIA homeowner, is assisting the Association with a project regarding the responsibility of the alleys. He reported that it is possible the County will take over the responsibility of the alleys. More research will be done and reported at a later time.

**APPROVAL OF MINUTES:**

The minutes of the March 9, 2023, meeting was presented to the board for review. Director Mach made a motion to approve the minutes as written. Director Bredlau seconded the motion. All were in favor.

**COMMITTEE REPORTS**

*Community Relations*

Heavy Trash at Nottingham Country Elementary will be this Saturday. It was also mentioned the Easter Egg Hunt had a large turn out and went very well.

### *Environmental Control*

#### *Alleys*

Director Mach reported that the work on Withington has been completed and there are no other pending repairs.

#### *Park*

Director Slavik stated that CustomScapes provided an estimate to trim the trees. Director Mach made a motion to approve the estimate. Director Bredlau seconded the motion. All were in favor. Director Slavik also reported that the memorial bench installation was completed. Director Mach mentioned that the fairy garden is not being maintained and needs attention.

#### *Landscape*

Director Bredlau reported that the courtyard tree trimming is to be done and Spring color will also be installed this month. CustomScapes will be removing the Indian hawthorns and a few irrigation repairs have been done.

#### *Newsletter*

No report given.

#### *Yard of the Season*

Director Bredlau stated that she will conduct yard of the season May 3<sup>rd</sup>.

### **TREASURERS REPORT**

Director Severin reviewed the March 31, 2023, Financial Report stating that the operating expenses are on track.

### **MANAGEMENT REPORT**

#### *Management Report*

The April Management Report was presented for the board's review.

#### *Board Decision Report*

The Board Decision Report was presented for review. There were three (3) accounts needing board action. The board of directors unanimously voted to approve closing one violation, sending XN7510270 to the attorney, and holding off on the third violation.

### **OLD BUSINESS:**

#### *Deed Restriction Committee Updates*

Director Gilfillan discussed the purpose of the committee stating that the current deed restrictions are outdated and need to be updated. A few potential changes include adding specific verbiage for Short Term Rentals and allowing the Association to increase Association dues. Director Gilfillan is encouraging owners to provide their input regarding the potential changes to the deed restrictions.

### **NEW BUSINESS**

#### *Short-Term Rentals*

Director Mach visited the topic of Short-Term Rentals with the Association Attorney. It was advised that the deed restrictions can be updated to have a clause with specific details regarding the terms of Short-Term Rentals. The Deed Restriction Committee will be addressing this matter.

### **BIDS & CONTRACTS**

#### *Mosquito Fogging Contract*

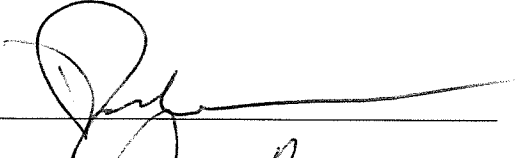
Ms. Perez provided estimates from Cypress Creek Pest Control and Terminix. After review of each contract, Director Mach made a motion to accept the estimate from Terminix for the duration of one year. Director Severin seconded the motion. All were in favor.

**ADJOURNMENT:** There being no further business to come before the board, the General Session adjourned at 7:56 pm.


The Executive Session was called to order at 8:00 pm.

Director Mach reviewed the delinquency report he prepared from Mr. Gainer's status report.

**ADJOURNMENT:** There being no further business to come before the board, the Executive Session adjourned at 8:07 pm.

ATTEST 

DATE 5/11/23

ATTEST 

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