

# **Nottingham Country Community Association, Inc.**

Meeting of the Board of Directors

Thursday, June 16, 2022

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

Erin Slavik, Secretary

Don Mach, Treasurer

Allen Hess, Director

Heather Nordhaus, Director

## **ABSENT**

Brittany Severin, Director

Suzanne Bredlau, Director

## **IN ATTENDANCE**

Cassandra Perez, Chaparral Management

Sgt. Felix, Constables Office

Homeowners: See attached Sign In sheet

## **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 there was a vehicle burglary; the owner left the vehicle unlocked. The motorcycle division will be out to patrol and perform traffic stops as needed.

Mr. Steven Hunter addressed the board regarding a shared fence with a neighboring home. Mr. Hunter stated the neighbor was not helping with the upkeep of the fence. The board informed Mr. Hunter that shared fences are a neighbor-to-neighbor matter.

Mr. Stephen Pulls was in attendance to ask about the addition of sidewalks in the greenbelt. Director Mach advised that he needs to reach out to Harris County Flood Control or Harris County Precinct 4 to request sidewalks. Mr. Pulls also asked about contractors entering on homeowners' property without notice. The board explained that the utility companies own the four-foot easement toward the rear portion of each lot and the utility company has the right to enter on to the property to access the utility easement to perform any work needed.

Mr. and Mrs. Katzman were present and wanted to know what was being done about the Airbnb home that is being used for parties. Director Mach stated that it is being monitored. Sergeant Felix also stated that if there are any issues to contact the police department.

## **APPROVAL OF MINUTES:**

Director Mach motioned to approve the May 12, 2022, meeting minutes without correction. Director Slavik seconded the motion. All were in favor.

## **COMMITTEE REPORTS**

### *Architectural Report*

The Architectural Report was presented to the board for review. Director Mach reported that the ACC Committee is doing a great job of reviewing and approving applications in a timely manner.

### *Community Relations*

Director Nordhaus requested that deed restriction guidelines are provided to the inspector to properly execute upon each inspection. Director Mach asked if there was a date in place for the Back-to-School Party. After a brief discussion, Director Mach made a motion to schedule the party on August 8<sup>th</sup> from 5:30 pm to 9:00 pm. Director Sander seconded the motion. All were in favor.

### *Environmental Control*

#### *Alleys*

Director Mach reported that Quality Concrete will not be able to make repairs in extreme heat. The project is being temporarily held off.

#### *Park*

Director Slavik stated that there were no new updates however, Taylor with the Fellowship of Christian Athletes has requested to host a movie night at the park on June 21<sup>st</sup>. The board unanimously agreed to allow the "FCA" to utilize the park for their movie night as long as they clean up after themselves.

### *Landscape*

The installation of the sign for Bob's tree will be completed next week.

### *Newsletter*

Director Mach will be meeting with Tracy and will ensure to add the Back-to-School Party information in the upcoming newsletter.

### *Yard of the Season*

No report was given.

## **TREASURERS REPORT**

Director Mach reviewed the May 31, 2022, Financial Report stating that the Association will be over budget this year due to an invoice for the management company not being paid last year. There are two (2) cd's up for renewal in July. Rates are going up therefore, Director Mach will be looking for banks to move funds.

## **MANAGEMENT REPORT**

### *Management Report*

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

### *Action Item List*

The Action Item list was presented for the board's review. Director Sander reviewed the items listed stating that they were all old items which have been addressed and can be removed.

### *Board Decision Report*

The May Board Decision Report was presented for review. The board unanimously voted to send four (4) accounts to the attorney, clear one (1) account, place three (3) on hold, and recycle one (1) violation.

## **OLD BUSINESS:**

### *Insurance Bids*

Director Hess wanted to know the status of the bids. Ms. Perez reported that two (2) companies did not wish to bid and (2) two companies will be providing bids aside from the current insurance carrier.

## **NEW BUSINESS**

### *Window Units*

An owner was cited for a window unit and attempted to conceal it from view. The Board discussed this, and all agreed that the window unit must be removed as it was seen from street view and is not allowed per the deed restrictions.

## **BIDS & CONTRACTS**

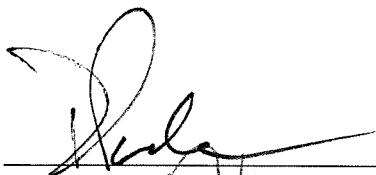
None.

**ADJOURNMENT:** There being no further business to come before the board, the General Session adjourned at 8:09 pm.

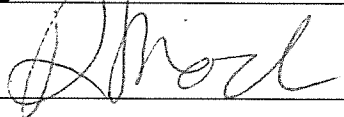
The Executive Session was called to order at 8:10 pm.

Director Mach reviewed the delinquency report he prepared from Mr. Gainers status report.

**ADJOURNMENT:** There being no further business to come before the board, the Executive Session adjourned at 8:19 pm.

ATTEST  \_\_\_\_\_

DATE 7/14/22

ATTEST  \_\_\_\_\_

DATE 7-14-22