

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

Meeting of the Board of Directors

Thursday, June 10, 2021

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**

Don Mach, President  
David Sander, Treasurer  
Robert Wills, Secretary  
Allen Hess, Director  
Kristen Gilfillan, Director

## **ABSENT**

Kathryn O'Brien, Vice President  
Erin Slavik, Director  
Suzanne Bredlau, Director

## **IN ATTENDANCE**

Terrie Brown, SCS Management Services  
Cathy Jensen, SCS Management Services  
Sgt. Hauer & Deputy Flores, Pct. 3 Constables Office

Homeowners: See attached Sign In sheet

## **GENERAL SESSION**

Director Mach called the General Session to order at 6:35 p.m. with quorum established.

## **HOMEOWNERS/GUESTS TO ADDRESS THE BOARD**

Sgt Hauers was in attendance and spoke to those present reporting on the previous month's activities. Items noted included but were not limited to 1 stolen vehicle, 11 suspicious vehicles, 74 traffic stops, 7 welfare checks, 6 silver checks – according to Sgt Hauers the deputies like to make several stops a week where they check on the community's senior citizens and several criminal mischief reports. Discussion continued with several questions from the membership.

Two residents were in attendance to discuss barking dogs. Director Mach requested Ms. Brown send an information packet so that the residents could contact Harris County in reference to barking dogs.

One resident in attendance questioned if anything was being done about a property on Pittsford where they continually store a pop-up camper and now their neighbor has a tent set up as well. Director Sander stated that they were aware of the situation and that both residents had been noticed of the violation.

Another resident questioned who he should contact, stating with all the recent rain, water has gotten under the curb and it has broken. Director Mach suggested contacting Harris County Precinct #3, Street and Road and report the needed repair.

Another resident questioned if anyone in attendance was familiar with Pickleball and if at least one of the tennis courts could be painted so that the game could be played there. Discussion followed in reference to who should be contacted and whether they would still be able to play tennis on the court if it was painted for Pickle Ball. Director Wills will check with the MUD to see if this could be done. Director Mach will follow up.

The final resident stated that he had a special needs child and that he had been cited for a racket swing/play set he had installed in the front yard. Director Sander stated that this type of equipment was not permitted in the front yard. There was discussion as to whether the equipment could be easily removed therefore left up for several days and then removed. Director Mach thanked him for attending stating the board would discuss it.

Director Mach announced that there had recently been several violation notices for flags sent out to residents. Director

Mach explained that flags are permitted, information regarding flags has been sent out via the newsletter. Flags permitted are 2 school flags, American, Texas and military and must be on a pole in the yard or attached to the home. It was also noted that a committee would be formed to put together a resolution that would better address flags and/or signs that are permitted on lots. A three (3) month moratorium will be put on any flag “violations”, giving the committee time to put something together. Director Sander will be the chairman of this committee.

Ms. Jensen of SCS Management Services stated that the inspectors had sent out the letters due to a misunderstanding our (SCS’s) part and apologized for any inconvenience.

Once a resolution has been formed it will be sent out via e-blast and in the community newsletter.

There was further discussion in reference to permitted signs. Director Mach stated that no advertising signs were permitted except for when construction/repairs are being done. With new legislation HOA’s must now permit religious items to be placed in yards as well.

#### **MINUTES:**

Director Wills motioned to approve the minutes of the May 13, 2021, meeting without correction. Director Hess seconded the motion. All were in favor.

#### **COMMITTEE REPORTS:**

- *Architectural Review*

Director Hess reported that there had been approximately nine (9) applications submitted this month. Items ranged from fences, patios, pergolas, and doors.

- *Community Relations*

Director Mach stated that Director O’Brien would be moving soon and the board was soliciting applications to fill her position. Director Slavik will now be handling Community Relations.

There will be a “Back to School Pool Party” Wednesday, August 18 from 5:30 – 9:00pm. Information will be placed the July newsletter.

#### *Environmental Control*

- *Alleyways*

It was noted that repairs in the amount of \$89,000.00 had been done on the alleys this year. Painting of the speed bumps had begun and should be completed by the end of the week. Several speed bumps are broken with repairs tabled as it would include removal of concrete increasing the cost substantially.

One resident questioned when the assessment would be changed back to \$200.00 as it was her understanding that it was increased to \$300.00 to help with the cost of alley repairs. Director Mach responded stating that she was correct, the assessment was increased to \$300.00 approximately seven (7) years ago to help compensate cost for alley repairs. However, with the cost of living continuing to increase and the association not being able to increase the assessments, the amount of the assessments would not be going down.

- *Park*

Director Slavik reported that she met with Hermes of Custom Scapes to discuss installation of the “free trees” the community would be receiving from “Trees Across Houston”. Director Mach stated that Trees Across Houston would be providing and installing the trees, the association would only have to maintain them. Suggestion was made to install Maple Trees instead of “Sweet” trees.

Director Mach reported that the lighting at the park had been repaired at a cost of \$6,200.00 and that the new kiddy cushion had been installed. Also, noted was that the Fairy Garden had been installed by the Brownies and that two (2) volleyball nets had been installed. One has already been stolen.

- *Yard of the Season*

Director Bredlau will be selecting the yard for summer by June 20<sup>th</sup>.

- *Landscape*  
The landscaper should begin taking out dead plant material along Kingsland soon.

**FINANCIAL/TREASURERS REPORT**

Director Sander stated that although the association was spending a lot of funds on patrol and alley repairs they were doing well. A CD is coming up for renewal in July, Director Sander and Mach will work on renewing the CD.

**ACTION ITEM LIST**

Director Mach reviewed the current Action Item List questioning the status of several items. Ms. Brown was requested to forward the information she had on the insurance companies to Director Hess.

**OLD BUSINESS:**

*Action taken Outside of Meeting*

Item noted was approval of 2 sprays per week for the month of July. Director Wills motioned to approve. Director Sander seconded the motion. All were in agreement.

Director Mach spoke about the home on Walworten and the problems it has been causing. Several of the membership present were not aware of anything going on until just recently. Director Mach stated that all information has been sent out on email blasts and the newsletter concerning the actions the board has taken to resolve the situation. A brief discussion followed.

**NEW BUSINESS**

*Form Committee to put together a Flag Policy*

Director Mach reiterated his statement earlier that a committee would be working on a flag resolution. Director Sander would be responsible for heading up this committee.

*Form Committee to Solicit Management Contract Bids*

Director Mach stated that a committee would also be put together to solicit management bids to review when the current contract comes up for renewal in two and a half years. Director Gilfillan will head the committee with Director Hess and Director Mach assisting. Work on this committee should begin by the end of the year.

Director Mach reported that Director Slavik would be the liaison between the community and the two schools located within the community.

**ADJOURNMENT:** There being no further business to come before the board, the General Session adjourned at 7:45 pm.

The Executive Session was called to order at 7:48 pm.

**LEGAL LIAISON REPORTS:**

*Delinquency Report*

Director Mach reviewed his synopsis of the attorney’s legal status report.

**BOARD DECISION REPORT**

The Board Decision Report was reviewed, two (2) violations were recycled. It was noted that the attorney had sent the registered letter on another. No action was taken.

**2<sup>nd</sup> Notice Violations**

Director Sander will review the report and notify Ms. Brown which violations would need to be sent a Notice of Violation.

**ADJOURNMENT:** There being no further business to come before the Board, Director Wills motioned to adjourn the meeting at 8:03 pm. Director Sander seconded the motion. Meeting adjourned.

ATTEST \_\_\_\_\_

DATE \_\_\_\_\_

ATTEST \_\_\_\_\_

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