

Nottingham Country Community Association, Inc.  
Meeting of the Board of Directors  
Thursday, February 14, 2019

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  
Allen Hess, Vice President  
Scott Murphy, Secretary  
Robert Wills, Treasurer  
Suzanne Bredlau, Director  
Dave Sander, Director  
Kathryn O'Brien, Director

**DIRECTOR ABSENT**

Horace Davies, Director

**IN ATTENDANCE**

Terrie Brown and Cassandra Perez, SCS Management Services  
Homeowners: See attached sign in sheet

**GENERAL SESSION:** Director Mach called the General Session to order at 6:31 p.m. Quorum was established.

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

*Constables Report*

Due to Sgt Goff's absence no report was given.

*SLI – Miguel Santoya*

Director Mach gave a brief review on costs spent for irrigation repairs over the past three (3) years, stating the amount was approximately \$25,000.00 on repairs and \$12,000.00 on inspections. Also reviewed was an estimate to replace the entire irrigation system in the amount of \$126,000.00.

Mr. Miguel Santoya from SLI was introduced and discussion on irrigation continued. Mr. Santoya stated that he did not feel it was necessary to replace the entire system as they were making repairs as needed and have already replaced (with repairs) a large portion of the system. Ongoing repairs would still be needed at a cost of approximately 5% per month for ongoing issues such as batteries, wear and tear, car damage, etc. Over all the system is in good working condition and replacing would not help on any water conservation.

**MINUTES:** The minutes of the Board Meeting held on January 10, 2019 were reviewed. A motion was made by Director Wills and seconded by Director Bredlau to approve the minutes as presented. All were in favor.

**COMMITTEE REPORTS (as presented):**

*Architectural Review*

With the February report missing, Director Hess stated that there were several applications received for house painting and one for a solar panel system. A brief discussion followed.

*Community Relations*

Director O'Brien announced that the next community event would be held on April 12, 2019 with food trucks at the park and a possible movie. Director Mach added that the next heavy trash day would be held on Saturday April 6, 2019, information will be placed in the newsletter.

## ***Environmental Control***

### **Alleyways**

Director Wills stated that he and Director Mach had inspected the alleys and found four (4) areas in need of repair, mostly on Sancroft Ct. Estimate is pending.

### **Park**

Director Mach reported that the electrical work at the park had been completed; new tennis court nets were installed by the MUD but torn down the next day, new “end caps for several benches were on order and repairs to several other items were in the works.

### ***Landscape***

Director Bredlau stated she had driven, checking all the cul-de-sacs and made note of multiple areas in need of maintenance.

### **Website**

The NCCIA Web Report for the month of January 2019 from Jacob Joseph, Web Master, was presented in written form for review and consideration of the Board.

Director O'Brien announced that the new website would go live within the next week with no log on. Discussion continued with Director Mach stating that the email blast would be transferred from the old website and Director Wills stating that although no financials would be posted, the annual audit would be along with the Board Meeting minutes.

A member in attendance questioned whether the board would consider putting a “real estate expert” on the website. After a brief discussion it was determined the site was for information from the HOA only.

### **Yards of the Seasons**

Director Bredlau stated that Yard of the Season should begin the end of March and urged everyone to start preparing their yards.

It was also noted that the inspectors would begin citing for mildew beginning March 1<sup>st</sup>.

### **MANAGEMENT REPORTS:**

The February Management Report was presented in written form for the Board's review.

### **FINANCIAL/TREASURER'S REPORT:**

The Financial Report for December 31, 2018 and January 31, 2019 were presented in written form for the board's review. Director Mach reviewed both financials with the membership present.

### **ACTION ITEM LIST:**

The Action Item List was presented in written form for the boards review.

### **OLD BUSINESS:**

Action Taken Outside of Board Meeting

Action outside of the meeting was listed as electrical work in the park.

### **NEW BUSINESS:**

#### ***Community Projects***

Director Mach stated that the MUD east of Fry had funds to assist a community but had no homes within its boundaries. Mr. Don Neal, President of the MUD had reached out to several neighboring communities asking for suggestions on areas they could invest their funds in.

*SLI Landscape, Inc. – 2019 Irrigation Proposal*

A proposal for the 2019 irrigation inspections prepared by SLI was presented in written form and reviewed by Director Mach. Director Mach stated that the contract had increased by \$100.00 per month, going from \$350.00 to \$450.00. A brief discussion followed as to whether the cost was too high, if the inspections should be cut back to bi-monthly or quarterly or reject it all together. Decision was made to wait until they heard back from Mr. Santoya as to whether he would lower the cost.

*Custom Scapes*

The 2019 Landscape contract from Custom Scapes was presented for the board’s review and approval. Director Mach reviewed it stating that the contract presented was for two years and confirmed with Ms. Brown that there was no increase in cost. Director Murphy motioned to approve the contract as presented, Director Willis seconded the contract, all were in favor.

*Mosquito Fogging Proposals*

Proposals for mosquito fogging from three (3) companies were presented in written form for the Board’s review. Director Hess motioned to approve the proposal from Northwest Pest Control. Director Wills seconded the motion. All were in favor. Director O’Brien requested that door hangers be placed on her door for notification.

Director Mach reported he had spoken to the GM of the U-Haul office letting them know that someone continues to run over the esplanade leaving large ruts. The Manager notified with him that it was actually the semi trucks making evening deliveries that was running over the esplanade and that they would speak to the drivers, requesting they use the exit at Dominion instead.

**ADJOURNMENT:** Meeting adjourned into Executive Session at approximately 7:39 p.m.

The Executive Session was called to order at 7:41 p.m.

**LEGAL LIAISON REPORTS:**

Director Mach presented the Delinquency Report dated February 11, 2019. There were approximately 20 delinquent accounts for 2018, with approximately 400 accounts still owing for 2019 only.

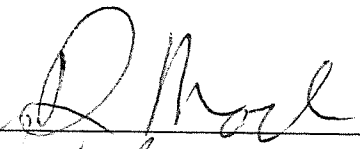
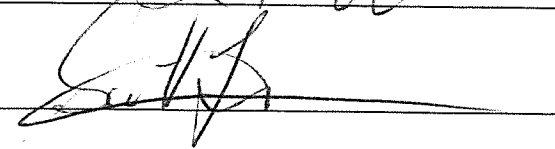
The current status report prepared by Michael Gainer was presented in written form for the Board’s review.

**DEED RESTRICTION REPORTS**

*Board Referral List*

The Referral List dated January 28, 2019 was presented for review. Director Bredlau motioned to approve all action taken which included forwarding one property to the attorney for further action, recycling two violations and clearing several more. Director Murphy seconded the motion. All were in favor.

**ADJOURNMENT:** There being no further business to come before the Board, Director Wills made a motion to adjourn the meeting at 7:50 p.m. Director Bredleau seconded the motion. All were in favor.

ATTEST		DATE	<u>3-14-19</u>
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