

NPOA Member & Board Meeting Agenda
March 16, 2010

A. Members present

- a. District 1 – Larry Odensky –not present
- b. District 2 – Debby Doerr – present
- c. District 3 – Robert Moore – present
- d. District 4 – Les Parker – not present
- e. District 5 – Ree Emberg –present
- f. District 6 – Mark Preslock –present
- g. President – Nathan Moore – present
- h. Vice president – Britt Hutchison – present
- i. Treasurer – Ellen Ignatow –present
- j. Secretary – Shannon Hawkins – present

B. Approve Minutes

- a. January minutes were approved via E-mail, no meeting held in February.

C. The meeting was called to order at 7:06pm

- a. We have quorum for the meeting.

D. New Business

- a. Committee Chairs have been filled and are starting their roles this Month.
 - i. Ree is working on the newsletter. She is waiting on Letter from the President.
 - ii. We will want a newsletter before the May pool opening party.
- b. Northbrook was accepted into the City's recycling program, and we will be receiving our big green containers soon. The problems we face are more visible containers in our neighborhood. This is a deed restriction and will need to be enforced. How should we handle this?
 - i. We've had 80 violations for deed restriction violations in the past.
 - ii. Fences which hide cans is an option.
 - iii. Fining homeowners for cans being visible is an option. However, this would require additional changing of the deed restrictions.
 - iv. Mark Preslock brought up starting with a friendly phone call by the district representatives. Robert Moore brought up handing out friendly cards to those in violation.
- c. New pool contract was submitted by Cortez Pool. Based on their current service I recommend that we renew a 12 month contract with them.
 - i. Britt has a contract for Cortez Pool that needs to be given to Ellen.
 - ii. The contract price increase was a few percent increase. The new price is \$6012. It includes maintaining the pool year round. 2 visits per week for swim season.
 - iii. A motion was made to approve Cortez Pool contract for the next year. The motion was seconded, voted upon, and approved.
- d. Annual Yard Sale is May 1-2. We can request a Roll-off Trash Container from the City. If we wanted, a container would be located in the neighborhood on Sunday. To keep neighbors from throwing unauthorized items in this container it would need to be monitored. Suggestions?
 - i. This is free from the City of Houston as a neighborhood cleanup. However, you cannot put computers, paints, TVs, etc. We will need someone to monitor the stuff going into the can. The idea of this trash dumpster was shot down due to not wanting to take responsibility for monitoring. This item was not passed
- e. Pool Opening Party date needs to be determined. Previous parties have been on the Holiday Weekend, but the downside is many people are doing other things or out of town. I would like to suggest having the party on either May 8th or 15th. Pool will close Oct 5 (National Night Out).
 - i. Pool opening party will be May 15, Noon to 4p.
- f. Pool Hours? 6a - ?? May 7:30p, June-July 8p, Aug 7:30, Sep-Oct 7p.
 - i. The question becomes what time to open the gate versus what time the caretaker comes to open the pool.
 - ii. Do we change cards to open the gate for certain homeowners that early.
 - iii. Adult swim 6a to 9a at individual homeowner request.
 - iv. Close Times: May 7:30p; June 8p; July 8p; Aug 730p; Sept 7p; Oct 7p.

- g. Need a Pool Caretaker. Someone to open and close pool. (Bathrooms, chairs, etc.)
 - i. Remove lock, open bathrooms, put out chairs and umbrellas.
 - ii. Britt will send out an email to see if anyone wants to help Ree with this.
 - iii. The restrooms will be cleaned every other week by our current cleaning lady.
- h. Additional lighting in the greenways has been brought up. I have started looking into possible options and should have more details next month. As of now it looks like it will be cheaper and more cost effective to retrofit existing lighting rather than to add new ones.
 - i. A new pole with light is \$5000.
 - ii. Light at end of Creekbend is still out. Will be repaired during work at clubhouse.
 - iii. To retrofit lights that we currently have with directional lights that are pointed down the greenway, more energy efficient bulbs and ballasts will require some more research.
 - iv. Security is a priority in dark areas. We would focus on the ones that need more light. We may decide to use our security money in the budget for this project.
 - v. There was some concern about increasing our energy bill. Changing the lights may decrease our maintenance.
 - vi. To change a light bulb is \$210. Ballast is \$285. The price goes down with changing more lights at a time.
- i. Security Cameras have been brought up several times. Nathan Moore and Sam Rodriguez have been looking into options and will have more to report later.
 - i. Cameras would come with a DVR with someone monitoring it by homeowners. This system so far would cost \$12,000. It would allow us to monitor the people leaving and entering our neighborhood.
 - ii. We still have a neighborhood watch and neighbors are patrolling.
- j. Greenway Gates. The greenways couldn't be much better since the installation of our greenway fencing. Unfortunately our main problem is members not keeping the gates locked. One idea is to redo the door frames where they won't move or shift with the ground. Install new doors without a deadbolt and make the knob always locked with key access on both sides. Doors would be spring loaded like the pool gate, this way they will always be locked. I will work on getting bids this summer. Suggestions?
 - i. We will be starting to get bids on this and then prioritize which gates need changed the most.
 - ii. The gates have overall been effective so we will do our best to maintain them.
- k. Drenda Wallace was in attendance at the meeting to discuss what is going on with her property.
 - i. Ms. Wallace's neighbor is renting the house next to hers and she is having problems with the current renters encroaching on her property.
 - ii. Ms. Wallace has requested approval to extended her fence to the front of her house and then to do hedgers from the front of her house to the sidewalk following her property line. Architectural Committee approved and Britt will write letter of approval.
 - iii. Ms. Wallace is also working on enforcing the no parking in yard ordinance. This requires additional paperwork and signage. Ms. Wallace is volunteering to take over the project. When this takes effect, we will send a letter to the neighbors saying that this new ordinance will take effect and that they cannot add concrete in the front yard with Architectural Committee approval.
- l. To protect our investment of drainage and the new sod we installed, three overgrown trees need to be trimmed and canopies need to be opened to let the sun in. Cost for trimming is \$975.
 - i. The drainage project has been successful.
 - ii. The bids are the same for the 2 companies so far.
 - iii. There was a motion to approve \$975 for this work. It was seconded, voted upon, and approved.

E. Proposed 2010 Capital Projects (Excel Sheet Provided)

- a. Pool Updates/Repairs. A motion was made, seconded, voted upon as below.
 - i. Repair skimmer-- approved
 - ii. Replace valve—approved
 - iii. Auto fill—approved
 - iv. Sand – see if Cortez can clean it. Wait on replacing when sand no longer filtering.

- b. Bathhouse Plumbing Repairs. A motion was made, seconded, voted upon as below.
 - i. All approved
- c. Clubhouse Exterior Repairs/Remodeling. 4 bids were obtained. A motion was made, seconded, voted upon as below. All approved.
 - i. Replace all wood exterior, replace doors, replace all gutters
 - ii. Paint brick since 3 walls haven't been painted and are covered with graffiti.
 - iii. Electrical will be updated, lights will be added, and hide all exterior conduit.
- d. Flowers for around Clubhouse and Pool. A motion was made, seconded, voted upon as below. All approved.
- e. James Preslock Memorial Bench for Park. A motion was made, seconded, voted upon as below. All approved.
- f. Baby Pool Shade Structure. A motion was made, seconded, voted upon as below. All approved.

F. Financial Report

- a. 2010 Assessments update.
 - i. We had 2 new foreclosures and 1 IRS seizure.
 - ii. Ellen handed out the financial report.

G. New Business/Committee Reports

- a. Deed Restrictions (NPOA Board, Sam Rodriguez & Jereme Scott)
- b. Security/Traffic (OPEN)
- c. Trash (311)
- d. Pool Maintenance (Britt Hutchison)
- e. Greenway Maintenance (Stephen Haslam)
- f. Clubhouse Rental (Lisa Lowenstein)
- g. Hospitality/Social (Sophia Crane)
- h. Yard of the month (Robert Moore)
- i. Newsletter, (Ree Emberg)

The meeting was adjourned at 8:28pm.