

Northbrook Property Owners Association

Board & Member Meeting Minutes

Tuesday, August 19, 2008

1. Board Members Attending:

Sheldon Isman, President
Stephen Haslam, Vice-President
Ellen Ignatow, Treasurer
Shannon Hawkins, Secretary
Nathan Moore, District 1
James Tisdale, District 2
Pat Gana, District 3
Britt Hutchison, District 4
Mark Preslock, District 5
Dan Smith, District 6

2. Committee Chairs Present:

NPOA Board, Deed Restrictions
Shirley York & Sue Maguire, Hospitality – not
Mark Preslock, Security & Traffic
Pat Gana, Trash
Victoria Linares, Northbrook Young Adult
Association Liaison
Lisa Lowenstein, Club House Rental

3. NPOA board and member meeting

The board & member meeting was called to order at 706pm after refreshments.

A. Approve July Meeting Minutes

a. Minutes were approved via email.

B. Tree trimming update

- a. We had 7 of the trees trimmed that needed to be trimmed prior to the storm.
- b. Only one more tree has been identified that needs to be completed in order to keep branches from endangering homeowners buildings.

C. Deed Restriction Update

- a. We had 25 cards go out for yard issues. Ten neighbors did not respond and reminder letters will go out this week.
- b. 11 fence and house cards went out. Only 1 person responded and 10 reminder letters went out last week.

D. Solar Lighting Update

- a. Dan Smith gave a report on this. The estimated electric bill for repairs of the conduits was approximately \$5K.
- b. There are a lot of options for solar lighting. Solar spots run about \$100 per post.
- c. For about \$2K we could add some garden lighting to light the green ways. We can add the solar spots to the posts.
- d. The advantage of solar power is decreased electric bill and no need to repair the conduits. These could be motion activated.
- e. One of the neighbors asked about a loss/gain report. This same neighbor expressed concern over maintenance of this lighting option.
- f. One of the neighbors asked about exact lumens for these new lights. The garden lights would be in places where there isn't existing lighting.

g. Dan Smith will prepare a more detailed report for the next meeting.

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E. Fence Project

- a. Stephen gave a review: these fences will be to "seal" off the greenways and allow pedestrian access to NPOA members only.
- b. The attorney says there are no restrictions. They recommended getting feed back from the utilities which we have done verbally. Nathan Moore will put together a packet to send to the City, Comcast, Reliant, and AT&T. This packet will contain a map of Northbrook with the location of the lock box which will contain the key to the

vehicular gate. This will be a different key than the pedestrian gates. This packet will also contain contact information for NPOA.

- c. One of the neighbors questioned who would monitor the people using the lock box and keys. Nathan said we would look into changing locks out as needed.
- d. One of the neighbors asked a question regarding the exact location of the fences on the NPOA map. Nathan gave him a map and said that we may put in walking trails for NPOA members. Nathan clarified that we got 5 bids, have a contract, and are ready to go.
- e. Jereme expressed thanks from all of NPOA for Nathan's hard work.

F. National Night Out

- a. October 7 is the city date. We need a coordinator for the event. No one in the room volunteered. We will put something in the newsletter and the email blast. If no one volunteers we will not have a National Night Out event for Northbrook.
- b. Sheldon expressed his concern over the lack of community involvement in NPOA.

G. COP Signs

- a. The City of Houston has given us permission to put the Citizen's on Patrol signs up in our neighborhood. The signs will cost Citizen's on Patrol \$25 per sign.
- b. A neighbor expressed concern at putting up neighborhood signs with a yearly fee. We will not go asking the City about this.
- c. A motion was made to put up the COP signs. The motion was seconded and voted upon and the motion passed.
- d. Dan Smith agreed to help put the signs up.

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H. Newsletter

- a. The newsletter is costing us some money. The toner for the printer is costing a lot of money. \$0.62 per newsletter. It is a big project to print the newsletter.
- b. We will only do email newsletters. We need to identify those homes which need print copies.
- c. All newsletters will be on the web site.
- d. The Sept newsletter will say this is the last print copy. If the homeowner wants a hard copy, they will need to notify us.
- e. Lisa Lowenstein will find email addresses for the others that do not have email addresses in the email blast system currently.
- f. Ellen brought up the fact that the advertisements were sold for the newsletter. Sheldon would offer them an additional 4 months of web advertising via a phone call. However, each business will still be advertised in the newsletter. It will just be email version and not print version.

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I. Financial Report

- a. Ellen passed out a financial report.
- b. We have over \$26K approved that hasn't been paid for – fence and the kiddy mulch. Mr. Cruz has not given a bill. Money has been coming in well. Sheldon and Stephen have been given a list of folks being turned over to the attorney and those on a payment plan.
- c. One of the neighbors questioned where the 2008 proposed amounts came from. This came from a projected budget. This has been split out to show the 2008 assessments that were paid in December 2007.
- d. The NPOA Board has been given a preliminary report for the budget for the 2009.
- e. Trash was over \$3K which includes a 6% gas surcharge. If we stay with the current private trash pick up, we will have a 12% increase. The City of Houston will do away with the rebate contracts likely at 2010.

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J. Trash

- a. Trash summary: Sheldon summarized that historically trash was less than 10% of the budget. Next year, it will be 38% of the budget. The trash providers are now consolidating so this will limit our trash provider choices.
- b. Pat Gana gave the summary of the opinion of the neighbors.
- c. Sheldon talked to the other subdivision in our area. They have gone to City recently. They have been happy with the City Service.
- d. This will be a Board vote. This will not be a member vote.
- e. A motion was made for NPOA move to City of Houston Trash Service as soon as our current trash contract has ended. This motion was seconded, voted upon, and passed.
- f. Pat will contact our current provider and the City of Houston regarding our plans.

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K. Sheldon's Projected Budget for 2009

- a. Please verify what you can for these figures.
- b. There is money for emergency expenses. However it does not include capital expenses such as clubhouse repairs.
- c. The trash changes will not necessarily decrease our assessments.

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L. Elections

- a. Ellen brought up that nomination letters will go out this week. These letters go out 60 days prior to the annual election.

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M. Sewer repair

- a. They will not sweep. They didn't plant a lot of grass. Sheldon will keep on them to replant the grass.
- b. They still have one more section to repair. Please let Sheldon or Stephen know of any things that need to be done.

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Meeting was adjourned at 8:06pm.