

Northbrook Property Owners Association

Board & Member Meeting Minutes

Tuesday, May 20, 2008

1. Board Members Attending:

Sheldon Isman, President
Stephen Haslam, Vice-President
Ellen Ignatow, Treasurer
Shannon Hawkins, Secretary
No representative, 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
Mark Preslock & Dan Smith, Security & Traffic
Pat Gana, Trash
Victoria Linares, Northbrook Young Adult
Association Liaison
Lisa Lowenstein, Club House Rental

3. NPOA board and member meeting

The member meeting was called to order at 700pm after refreshments. The board meeting was called to order at 723pm.

Items for discussion at Member Meeting between District Representative and Members:

A. **Approve April Meeting Minutes**

a. Minutes were approved via email.

B. **Financial Report**

a. Ellen handed out a financial report. New owner who are previous renters will still get welcome wagon baskets. Two people have been turned over to the attorney as far as assessment collections. We still have one more to turn over to the attorney. Our revenue is about \$11K ahead of schedule. Sue will take some new renters a welcome basket.

C. **Social Committee Report**

a. Welcoming new neighbors

b. Preparation for pool party. Sheldon needs 4 more volunteers for helpers and cooks. Arna, Jereme, and Mr. Laro volunteered to help.

c. The key card access will be \$10. Checks or cash will be accepted. This is not a deposit. The key card will replace the key at the pool gate. Mr. Barefield will be our new caretaker. He will be responsible for opening the pool everyday and general clean up of the area such as removal of chairs from the pool. The key card will only work from Noon to 7pm Wednesday through Sunday. The key that neighbors have will work for the Creekbend gate. If you want a \$5 refund you can return your key, but you will no longer have Creekbend gate access.

D. **Replace Children's Playground Mulch**

a. There is a recommendation to replace the mulch for \$95 per yard. This project will require 10 yards. Cruz has been very responsive to our extra needs such as tree trimming.

b. A motion was made to approve \$600 for the mulch. This was seconded, voted upon, and the motion passed. Who will take care of this?

E. **Directory Report**

a. Responses have been obtained but the database has not been updated yet.

F. **Greenway Report**

- a. The sewer company is still working on our neighborhood. They expect to finish within the next two weeks. We estimate at least 2 more months based on their repair speed in the past. They will then get to the repairs of the grass and gates. If you have issues please email Stephen. Jereme brought up the idea that they need to sweep the streets when they are finished.
 - b. Tree trimming completed to date. Lights that were covered are now trimmed by Cruz. The City of Houston has trimmed one tree out of 18. **We will now take this to Clutterbuck's office.**
 - c. 6218 Claridge had a huge limb fall. She is not responding to phone calls. **We need to send a letter per our deed restriction protocol to request action.**
 - d. 6203 Claridge has a fence issue. They are working on the fence.
 - e. Cruz lawncare is hitting wires when they are mowing. We were planning on waiting until the clean up was complete. **Stephen will ask a NPOA homeowner who has worked with utility companies to contact them on our behalf to get this resolved as quickly as possible.**
- g. Pool Security Proposals**
- a. We have had some vandalism at the pool. We need to inhibit the vandalism during both closed pool hours and open pool hours. One proposal was to extend the fence all the way around to 8 feet high. This quote is for \$13K. We had a different quote for \$6800. We had a neighbor bring up the concern for painting the fence as well. Mark wants to fence in the park. **Sheldon wants a proposal including fencing styles, location, and price prior to NPOA board decision.** Mr. Tisdale brought up the idea of taking care of our property by fencing in the pool. Dan brought up the idea of the security system for the clubhouse. We would like to establish a wider perimeter of fencing. Stephen is concerned about regular pool safety during the day. The police recommend that we grease the fence. **In general discussion, we agreed to table the motion for extending the pool fence until we can address a proposal (next month) for fencing in the entire park area and a proposal for fencing the entire greenways area.**
 - b. A motion was made to grease the fence; the motion was seconded, voted upon. The motion passed. **Nathan Moore 6123 Portal agreed to grease the fence.**
 - c. A neighbor brought up the problem of cars driving through the greenways of Portal.
 - d. Nathan Moore also agreed to research and present a proposal for fencing in the entire park area and the entire greenways area. **Stephen will follow up with him to have this proposal by the June meeting.**
 - e. A neighbor brought up the idea to inform the neighborhood apartments that we are now a swim at your own risk.
- h. Deed Restriction Report**
- a. The deed restriction committee has sent out some letters. We do not know if they have been received. Delia is still working on the group homes. Chris clarified the law regarding a community home. There has to be ½ mile between community homes. They are currently focused on the house on Claridge. There are several homes on Sanford. The State of Texas will not act on our behalf; therefore, we must proceed through our own lawyers.
 - b. 6127, 6119 Sanford; potentially unlicensed group home. **Letters have been drafted and will go out soon.**
 - c. Animal situation. There is no Houston ordinance that specifically identifies pit bulls as dangerous dogs. According to NPOA bylaws, the Board may deem a homeowner as being in violation of deed restrictions because their animal(s) pose a risk to other homeowners. Stephen gave an example of providing the police with a picture of a dog that was escaping through a fence, so they could talk to the homeowner about securing their dog. One difficulty is that we have been unable to identify where some

of the “roaming dogs” live. Lisa offered to provide information on how to catch loose dogs and get them taken care of.

- d. Everyone agrees that we need to enforce the deed restrictions. This can be done in a neighborly way. Three primary issues for the Board and community now are deed restrictions, security, and finances.
 - e. We have 15-20 rental properties. We need to approach these people to include them in our neighborhood on a psychological level. We all need to get out in the neighborhood to look through our districts for deed restrictions. Britt has drafted a document for deed restrictions. Britt will send that out to the board. Jereme brought up concerns that a list of deed restrictions were given to the board 6 months ago and nothing has been done. Lisa brought up the thought that most of the home owners know when they are in violation. She believes that the letters will go in the trash. She believes that we need to put this on a personal level to contact us if you have issues. We can be more neighborly to get things done. Pat brought up the youth group could also help out if there were any members! A neighbor brought up that a post card should be sent as a gentle reminder from the beautification committee. She will send those cards to the Board via email.
 - f. A neighbor (Shultz) brought up that she had a fence issue and was charged for the attorney fee. A motion was made to delete her \$140 attorney fees, seconded, voted upon. The motion passed.
- i. **Other Concerns/Questions from Homeowners**
- a. Pat gave a report on trash pick up. A letter went out on May 7 to the City of Houston. Derek McCann and associates have checked out the neighborhood. He said he would be in touch in about 2 weeks. We should have all the information by the end of August.

Meeting was adjourned at 852pm.