

Memorial Northwest Homeowners Association

17440 Theiss Mail Route
Klein, TX 77379

Meeting of the Board of Directors

Tuesday, June 2, 2020

PRESENT

Greg Schindler, President

Jay Jackson, 1st Vice President

Ryan Aduddell, 2nd Vice President

Victor Carranza, Treasurer

Joy Hemphill, Secretary

Art Byram, Area 1

Sarah Mueller, Area 2

Gerome D'Anna, Area 3

PROPERTY MANAGEMENT:

Margie Naranjo of SCS Management Services, LLC

Cathy Jensen of SCS Management Services, LLC

ALSO PRESENT:

Robert V. North of NorthLaw, P.C.

ABSENT:

Jake Kretzschmar, 3rd Vice President

Rebecca Talley, Area 4

Bryan Thomas, Area 5

Vera Atkinson, Area 6

Michelle Rodriguez, Area 7

Executive Session (7:00 – 7:24 p.m.)

Legal Status and Actions: The Board reviewed the Legal Status Report, deciding the actions to take on the properties in question.

Homeowner 209 Hearing: A homeowner from Section 3 presented for a Texas Property Code 209.007 hearing. The homeowner's ACC application, submitted after work had commenced on his property, was denied for a lack of information, specifically a survey map indicating the setback lines. Attorney Robert North had reviewed the application and returned it for supplementation. The homeowner indicated he would have another ACC application submitted with an appropriate survey attached relatively quickly. The homeowner indicated that he felt his property was being singled out as he had observed and had photos of at least 10 homes with similar violations. In this regard, the homeowner was apprised that this particular 209 hearing was solely about his property, but that the Board would be glad to accept the addresses and investigate the properties which he

references. The homeowner accepted the Board's response, indicating he would submit all documentation to the Architectural Control Committee.

Other Business: The Board discussed some of the nuances in implementing the pool policy in compliance with governmental COVID-19 pandemic standards. It was noted that the new Addendum policy was running very smoothly and that the pool crowds were not as anticipated, speculation being that many residents are still hesitant to break recent governmental lockdown orders.

There being no further business, Mr. Schindler adjourned the Executive Session.

The executive session was adjourned at 7:24 p.m.

Open Session – Board of Directors Meeting. (7:36-8:51 p.m.)

Mr. Schindler summarized the Executive Session for the homeowners who were present.

Adoption of the Agenda: Mr. Schindler inquired if the agenda was acceptable; the Board adopted the agenda as presented.

Actions taken outside of a meeting – Article 5, Section 4: Mr. Schindler informed the homeowners present regarding recent actions taken, to-wit: Development of the “Memorial Northwest Homeowners Association Addendum to Community Center Policy during the COVID-19 Pandemic” (emailed to homeowners and posted to the HOA website), development of a COVID Waiver form to be signed before usage of the community amenities, training of 25 lifeguards in accordance with Red Cross standards, and opening of the pool, tennis courts and walking trails as of May 29, 2020.

Mr. Schindler specified that unfortunately the weight/exercise room was not available for use at this time, the reasoning behind such that a person is not able to maintain the governmental-issued social-distancing requirement of six feet at all times as well as not having full-time staff to constantly sanitize and wipe down equipment after usage.

Homeowner Forum: There were five homeowners who addressed the Board regarding the following: Three inquiries regarding various ACC applications, one homeowner requesting elucidation of the recently enacted Community Center Policy during the COVID-19 Pandemic and his desire that the age restriction for admittance without parental guidance be lowered, and the final homeowner requesting that the public bathrooms be opened at the tennis courts as opposed to having to walk around to the public bathrooms proximately located to the pool area. The three homeowners with ACC questions were directed to Ms. Naranjo of SCS management for one-on-one handling of their queries. It was explained that the age restriction put in place in the Community Center Policy Addendum was not with regard to a minor's swimming abilities, but so

that parents could ensure maintenance of social distancing of their children during the pandemic. The board explained to the final homeowner that the tennis court bathrooms were closed as regretfully the HOA did not have extra personnel on staff to clean the tennis courts once per hour as it was doing at the pool bathrooms. All homeowners expressed comprehension with regard to their queries, and the Board thanked them for coming forward.

Process Board Referral List: Mr. Byram had submitted his recommendations for Area 1 prior to the commencement of the Board meeting. He motioned that his recommendations be accepted; they were accepted by all Board members.

Ms. Mueller motioned that all of Area 2's properties be escalated to the next step; all voted in favor.

Mr. DeAnna motioned that all of Area 3's properties be escalated to the next step; all voted in favor.

Mr. DeAnna then motioned that all properties on the Board Referral List be escalated to the next step. Mr. Carranza seconded the motion. All board members voted in favor.

Security Report:

Mr. Aduddell indicated that, though no official statistics were provided in time for presentation to the Board, the neighborhood had been relatively quiet. The majority of security calls are, as in prior reports, for domestic violence and runaways from the neighborhood's group homes but interestingly, contrary to news reports in general, there was no uptick in either during the recent governmental-mandated lockdowns. Mr. Aduddell reported that the Sheriff deputies had been instructed by their higher-ups to not make minor traffic stops, as there was concern of the deputies being exposed to the Covid-19 virus. Mr. Aduddell apprised of an unofficial monitoring of a neighborhood stop sign he had personally undertaken, and that, in his time sitting at the stop sign that nine out of ten vehicles did not come to a complete stop.

Mr. Aduddell indicated that his Security Committee was in the process of studying the safety impact of cars parked along the curb and inquired if there was an interest in pursuing the deed restrictions originally put in place of no parking along the curbs.

Contract Updates:

Mr. Jackson continues to monitor the mosquito truck spraying.

The Residential Recycling and Refuse of Texas (RRRTx) contract is up for renewal in September, and changes will have to be made. RRRTx indicates their non-collections are very high, sometimes up to 10% of all the homes in the neighborhood. The options to the RRRTx trash contract are: a proposed increase (\$4 to \$5) to each homeowner, cancelling the recycling

aspect of trash service, or discontinue back-door service. RRRTx indicated that many residents do no recycle correctly, and when not correct the whole recycle bin is mingled with regular trash. Mr. Jackson would like to resolve this at the next board meeting.

CCMC Committee Report:

Mr. Schindler, on behalf of the entire Board, offered thanks and appreciation to Ms. Mueller for the herculean amount of work performed and attention to detail in regard to managing the Community Center during closure, creation and implementation of the Addendum Policy in accordance with ever-changing governmental regulations, and making sure the needs of the Community Center and its employees were met.

Ms. Mueller reported that the Community Center office was running very well; that closets and cabinets had been organized and cleaned up; that a maintenance man had been hired; and that our new Community Center manager was performing quickly, efficiently and was ahead of the allotted time in processing waiver forms for homeowners. Ms. Mueller's summation: We're Open!

Social Committee Report:

Mr. Aduddell stated that because of the COVID-19 pandemic and the governmental shutdown that there was no report of recent HOA-sponsored social activities and that there would be no food-truck Friday this summer. Mr. Aduddell expressed, depending on where we would be with regard to COVID at that time, there was discussion and hope for an end-of-summer celebration.

There being no further business to come before the Board, Mr. Schindler adjourned the meeting at 8:51 p.m.