

# MINUTES

## **Memorial Northwest Homeowners Association**

17440 Theiss Mail Route  
Klein, TX 77379

## **Meeting of the Board of Directors**

Tuesday, March 2, 2021

### **PRESENT:**

Greg Schindler, President  
Jay Jackson, 1<sup>st</sup> Vice President  
Ryan Aduddell, 2<sup>nd</sup> Vice President  
Joy Hemphill, Secretary

Art Byram, Area 1  
George D'Anna, Area 3  
Rebecca Talley, Area 4  
Erik Bartlow, Area 6

### **PROPERTY MANAGEMENT:**

Margie Naranjo of SCS Management Services, LLC  
Cathy Jenson of SCS Management Services, LLC

### **ABSENT:**

Sarah Mueller, 3<sup>rd</sup> Vice President  
Matt Sneller, Area 2  
Michelle Rodriguez, Area 7

### **VACANT:**

Treasurer  
Area 5

### **ALSO PRESENT:**

Officer Lopez, HCSO

(The executive session was held from 7:00 p.m. until 7:58 p.m.)

## **Open Session – Board of Directors Meeting. (8:00-8:53 p.m.)**

Mr. Schindler summarized the Executive Session for the homeowners present as follows:

- 1) There was a hearing held for a homeowner regarding the suspension of use of the common areas as a result of violation of the Community Center Policy.
- 2) The Board reviewed the legal status of homes past due in their assessments and discussed the attorney recommendations.

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

### **Homeowner Forum:**

Mr. Schindler opened the floor to the homeowners wishing to address the board. Three homeowners indicated they wished to address the board:

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- 1) A homeowner inquired if the HOA Board had made any decisions with regard to fully opening the Community Club facilities as a result of Governor Abbott's press release earlier today that mask mandates would be lifted and the state would be fully opened as of March 10<sup>th</sup>, 2021. The board responded that it had only heard the press release at the same time as the general public, that discussions would ensue, but that the Board would also wait to see what, if anything, the County Judge ordered as well as speak with the Association's attorney with regard how to proceed. The same homeowner inquired whether traffic lights were being installed in the neighborhood. Mr. Aduddell responded that he has not yet heard of nor seen any public engineering report on the results of the traffic study, and after issuance of the final report there possibly could be other actions needed; i.e., the County deciding whether to fund such as well as public hearings that may be held.
- 2) A homeowner residing on Royal Crest Court complained about his whole block often being completely overlooked by Texas Pride Disposal for trash pickup. Mr. Jackson responded that he is well aware of this situation and has been in frequent contact with Mr. Atkinson, the owner of Texas Pride, about this situation in particular and other situations. Mr. Jackson indicated that Texas Pride's owner profusely apologizes for the oversight and has ensured that this would not be happening anymore.
- 3) A homeowner who resides near Doerre Intermediate School brought forth a complaint about continually receiving letters from SCS regarding a bush needing trimming that she has already trimmed. Mr. Jackson found out the homeowner's name and location, and indicated that he would have the Area 7 director, Michelle Rodriguez, contact the homeowner regarding the situation.

## **Appointment of Stephanie Williams as Treasurer**

Mr. Schindler informed that our treasurer, Victor Carranza, resigned as of February 3, 2021, citing that his business commitments had increased such that he was not able to devote the necessary time to HOA business.

Mr. Schindler then introduced Stephanie Williams as his nominee for the open position of MNW HOA treasurer. Mrs. Williams introduced herself to the board indicating that she does inventory and marketing for an oil and gas company, that she is a member of the tennis team in MNW, volunteers at Theiss Elementary where she presently has one child and a second child starting Theiss next year. As an aside, she won honorable mention in the 2020 neighborhood Christmas decoration contest for creativity. When queried whether she had time to devote to the treasurer position, Mrs. Williams indicated that she had no doubt she would get the job accomplished. Mr. Schindler moved to accept Mrs. Williams as treasurer. All Board members voted in favor.

## **Security Report – Ryan Aduddell, 2<sup>nd</sup> Vice President:**

Mr. Aduddell gave the following security report:

He has not yet received an official report with regard to the possibility of traffic signals along Champion Forest, and he does not want to speculate as to the results of the traffic study. He informed that the traffic engineers are tasked with recommending changes for the safety of the public.

The schedule with the Harris County Sheriff's Office is working well for the neighborhood, but the schedule is not publicly disseminated to protect against nefarious use of such information.

Mr. Aduddell advised that security reports continue to come in regularly from the County. He iterated the monthly neighborhood stats, enumerating the low number of minor incidences.

A serious incident this past month was the abduction and robbery of a young lady early in the morning and on another morning the same occurrence of a gentleman running. Both neighbors, fortunately, were not harmed. As serious as these matters were, the suspects were quickly apprehended by our HSCO officers. The apprehended suspects were wanted for similar and more serious events in other neighborhoods.

Mr. Aduddell continues to recommend neighbors install video cameras generally, but especially of their entire front street. He says these cameras have proved invaluable in assisting our HCSO officers in the past.

## **Contracts Report – Jay Jackson, 1<sup>st</sup> Vice President:**

Mr. Jackson informed that the focus of his time the past month had been in discussions with Texas Pride Disposal regarding several deficits that he had been notified of in the trash service. Topics included missed streets, tardy pickups, and a neighbor's trash can being thrown in the truck. Mr. Jackson advised that the owner of Texas Pride was very upset about the reports he was receiving and ensured that he would take the necessary steps to make certain these situations did not continue.

Mr. Jackson relayed that Texas Pride will pick up a reasonable amount of construction debris, especially in light of the many homes who received damage from the February freeze and burst pipes. Texas Pride indicated if a neighbor had an overly abundant quantity of debris to contact them directly and for an extra charge the trash will be picked up. Mr. Jackson reminded that limbs are always to be bundled and tied together for trash pickup. He discussed some of the parameters regarding recycle pickup, i.e.: pizza boxes are not recyclable.

Mr. Jackson imparted that arrangements had been made for our Community Center Manager to be able purchase necessary items within her responsibility.

## **Architectural Control – Sarah Mueller, 3<sup>rd</sup> Vice President:**

In Mrs. Mueller's absence, Mr. Schindler gave the Architectural Control Committee report, as follows: There were 16 ACC applications this past month. Two were withdrawn, two were rejected requesting more information, and the remainder were approved.

## **Community Club Management Committee – Gerome D'Anna:**

Mr. D'Anna notified that as a result of the February freeze that the Community Center had incurred two broken pipes which were being repaired: one in the pool bathrooms and another in the men's tennis bathroom. There were, likewise, two irrigation leaks, one which has been repaired and a leak yet to be repaired that is from an unknown water line which both water districts have denied. This will continue to be pursued. The good news is that there was no damage to the pool structures.

Mr. D'Anna discussed his recent contract negotiations with a tennis pro, requested court usage, fees and insurance requirements. He asked for Board approval of the tennis contract.

Mr. Aduddell motioned to approve the contract as proposed. Mr. Schindler asked if there were any objections. There were none, and the contract was approved.

## **Board Referral List:**

There was discussion and agreement among the Board that, taking into account the massive amounts of home, pipe and yard damage as a result of February's freeze, that the Board Referral List would not be processed this month. SCS was informed not to cite for vegetation or possible sheetrock debris or personal dumpsters for the next month so neighbors could focus on the repair of their homes and yards.

## **New Business:**

There was no new business brought before the Board. Mr. Schindler did indicate that our neighborhood pool made the news during the freeze.

There being no further business before the Board, the meeting was adjourned at 8:53 p.m.

**The next meeting of the Memorial Northwest Homeowners Association will be:  
April 6, 2021.**