

MEMBERSHIP MEETING MINUTES OF THE MNW HOMEOWNERS



Memorial Northwest Homeowners Association

17440 Theiss Mail Route
Klein, TX 77379

MEMBERSHIP Meeting of the Memorial Northwest Homeowners

Date: Tuesday, February 1, 2022

Time: 7:37 p.m. – 8:55 p.m.

Chair: Greg Schindler, Homeowners Association President

Budget Presentation: Stephanie Williams, MNW HOA Treasurer

In Attendance

Officer Lopez, HCSO
Jay Jackson, 1st Vice President
Ryan Aduddell, 2nd Vice President
Joy Hemphill, Secretary
Art Byram, Area 1 Director
Cat Persino, Area 2 Director
Gerome D'Anna, Area 3 Director
Kelley Minor, Area 4 Director
Erik Bartlow, Area 6 Director
Michelle Rodriguez, Area 7 Director
Margie Naranjo, Chaparral Management Co.

Melissa Schindler
Elisama Lerma
Frank Olalde
Art & Teresa Montemayor
Jerry Brothers
Emily Franklin
Shannon Oleson
Robert & Mary Wilbanks
Zbyszek & Anna Stachyra
Tyrone & Tania Killebrew

Minutes

Establishing a quorum: A quorum of the members was not present; thus, no new business would be entertained.

Homeowner Forum: Homeowners who had signed up to speak addressed the board and membership as follows:

A homeowner who has been a resident of MNW since 1976 states that for many years there was no fence in between him and his neighbor and he was content with no fence. Subsequently, a new neighbor moved in and constructed a fence between them on the new neighbor's side of the property; and thereafter the "new neighbor" sold the home. The fence is now falling down on his side and he wonders what diplomatic steps to take with regard to the new neighbor maintaining the fence on their property line. Living in Area 3, he was referred to the Area 3 director for consultation.

A homeowner residing on Hollyleaf Drive complains: In order to avoid the stop sign and school patrol at Theisswood and Champion Forest, people are using Hollyleaf as a cut-through from Champion Forest and racing towards Theisswood Drive. He wonders, in an effort to mitigate such activity, if the contract deputies can be directed to patrol that area and issue citations accordingly. He was thanked for his attention to this matter and assured that the information would be forwarded to the HOA 2nd Vice President in charge of security.

A homeowner implored the board to do something about the high number of automobiles parked on the curb along Theisswood Road, in between Theisswood Lane and Memorial Oaks (of which he counted 11 cars one day parked on the curb). He fears that a tragedy will one day occur due to obscured vision, especially having concern for a child being injured. The chair encouraged him to remain for the entirety of the meeting as that point was on the agenda for discussion.

A homeowner, interested in adding additional square footage to their home, asked what the basic requirements were for building on top of the garage. The chairman explained that, first of all, the addition must look like the home, as if it were always a part of the home and not a later add-on. The homeowner wanted to know how best to work with the architectural control committee in this regard, indicating that she did not want to spend \$1,400 on blueprints to submit to the ACC if it were not going to be approved. The chairman referred the homeowner to the ACC committee for guidance in this regard.

Two elderly homeowners indicated they wish to ensure they receive the back-door garbage pick-up for which they have paid and are not receiving. In addition, they received a letter from the management company for the garbage cans being exposed outside of garbage pickup days. They reside in Area 7, and both the Area 7 director and the 1st Vice President in charge of contracts met privately with them for solutions.

A homeowner wanted to give accolades to the office manager, Kristen Wells, for her kindness and time expended in answering their questions when stopping by the office to pay their assessment.

A homeowner inquired as to what it would take to make the deed restrictions contained on the MNWHOAs website more legible. Mr. Schindler responded that volunteers were needed to create the legible documents.

Mr. Schindler further elaborated that the deed restrictions from Sections 1-25 were copies of the deed restrictions as filed with Harris County at the time of building completion, that as sections of MWN were being built throughout the '70s, '80s and '90s, when the builder finished out a particular section he caused to be filed deed restrictions with Harris County for that section, which then became covenants that carry with the land. The deed restrictions for each section are very similar with slight differences in some of them. Mr. Schindler concluded by indicating the first step for accomplishing a change in deed restrictions is that every section must agree to change, some sections needing approval from 51% of the members and other sections having a 75% approval requirement.

2022 Budget Presentation: The MNW HOA treasurer presented a PowerPoint presentation titled "Memorial Northwest HOA 2022 Budget." The highlights are as follows:

The 2022 budget objectives are to responsibly fund administrative expenses, amenities, operations and community services at a reasonable assessment level; maintain a 3- to 6-month amount of HOA expenses in the maintenance fund, and generate a maintenance fund surplus (if possible) to allocate to the reserve fund for future capital projects.

Assuming historical assessment collection rates, the 2022 income is \$1,362,302 and the expenses (including a \$41,132 reserve) is \$1,362,302. The breakdown of budgeted expenses is 62% to common areas, community center, and amenities; 18% to security; 7% to the management company; and insurance, tax, audit fees, legal and collections at 13%.

Overall, revenues are expected to be flat: An anticipated higher community center booking rate (previously closed because of COVID) is offset by a historical delinquency rate. Expenses are expected to increase over last year's budget due to a 5% increase in community center insurance and a 3% increase in D&O liability insurance; increased spending on legal (collection costs) and payroll taxes; and an increased budget for the social committee.

There is a planned maintenance fund surplus of \$41,132 in the reserve fund for future capital projects such as amenity maintenance and replacement, unexpected expenses following a natural disaster, and possibly adding new amenities. There was no increase in the dues assessment this year, and there are sufficient cash reserves in the event the

actual expenses incurred in 2022 are slightly worse than the planned budget (inflation, increased energy costs, etc.)

The treasurer presented a comparison of assessments and amenities between Memorial Northwest and the surrounding neighborhoods of Gleannloch Farms, Champion Forest and Spring Creek Oaks.

State of the Association:

Mr. Schindler, as chairman, presented a PowerPoint presentation entitled, “Goals and Objectives 2022.” The highlights are as follows:

The mission for 2022 is to “Preserve property values and enhance the quality of life.” The plan envisions ensuring the mission through vision, planning and implementation with 4 pillars of success: Volunteers, external partners, owners; communication; objective measure; and focus. An outline was presented of the challenges and focal point of each pillar of success. A graph of price-per-square-foot increases over the years was presented, showing the largest increases since 2012. Slides were presented of the current state/stage of community violations: first letter, second letter, NNC, Attorney and Collections, and a breakdown of the types (and number) that make up the present violations. 200 to 300 deed restriction letters have been going out monthly in an effort to maintain property values. The goal is to speed up resolution of issues so as to protect those owners who do the right thing by focusing on the few who do not.

The chairman stresses the mission statement of preserving property values and enhancing the quality of life to be foremost in all actions, the key message being that “Deed Restrictions are strictly enforced.”

Some items under discussion for future focus: Mr. Schindler presented the following as items for future discussion.

Texas Property Code 202.012 regarding proper flag display for a United States flag (in accordance with 4 U.S.C. Sections 5-10), the State of Texas flag (Government Code Chapter 3100), and a flag of any branch of the U.S. armed forces.

Enforcement of the Harris County Nuisance standard regarding yard clippings at the curb: Keeping, storing or accumulating refuse on premises in a neighborhood is prohibited unless the refuse is entirely contained in an enclosed receptacle.

Enforcement of Texas Transportation Code 545.307, regulating commercial vehicles parked in residential streets overnight. (After 10 p.m. and before 6 a.m., a person may not park a commercial motor vehicle or leave the vehicle parked on a street.)

Enforcement of the MNW deed restrictions (covenant running with the property) concerning parking in the street, to-wit: No motor vehicle may be parked on any street unless said vehicle is running.

The MNW member comment process for upcoming revisions to the Architectural Control Guidelines: technology advancements in roofing, lighting, HVAC, paint, etc.

Adjourn

There being no further business before the members, the meeting was adjourned at 8:55 p.m.

Next Membership Meeting

September 7, 2022