

# **MEMORIAL NORTHWEST HOMEOWNERS ASSOCIATION**

## **Minutes of a Regular Meeting of the Board of Directors**

**June 6, 2006**

### **STATE OF TEXAS**

### **COUNTY OF HARRIS**

A general meeting of the Memorial Northwest Homeowners Association, Inc., was held on June 6, 2006, at the Memorial Northwest Swim & Racquet Club on 17440 Theiss Mail Route Road in Spring, Harris County, Texas, at the hour of 7:00 p.m. Board Members in attendance were as follows:

Craig Chaszar  
Vince Glocksien  
Bill Burton  
Jerry Zelonish  
Van Cramer  
Connie Shinaver

Dan Katz  
Lee Cooley  
Salome Woody  
Doug Raska  
Bryan Thomas  
Sheila Hammons

Directors not in attendance is as follows:

Janet Hoffman  
Mitch Garcia

Bonnie Hall

Also in attendance was Stella Walleck of Consolidated Management Services, Officer Flores of the Harris County Sheriff's Department, Mrs. Eleanor Naremore and Mrs. Alice Thurber, Committee Chairpersons and homeowners per the attached listing.

Mr. Chaszar called the meeting to order and proceeded with the approval of the agenda. There being no changes to the agenda, it was approved as presented.

Mr. Chaszar then recognized Mr. Bill Burton, Vice President of Security, who advised that there had been several incidents of roofing scams and advised to be careful of who you were dealing with. Mr. Burton then recognized Ofc. Pat Flores who presented the security report for the Association and clarified several items on the written report.

Mr. Chaszar next recognized Mr. Jeff Burkman of Champions Engineering who presented the engineering study that the Board had authorized. Mr. Burkman reported that the foundation and lower floor areas were structurally sound but the second story of the building and the roof were significant problems with the second story back wall completely out of plumb. He went on to advise that the roof was coming down and basically pushing the walls out. Mr. Burkman also noted that the floor in the apartment was warped, the cover on the back area of the building was completely delapidated and the electrical wiring in the building was aluminum with no piglats on the outlets which were both safety concerns. The major A/C units were thirty years

old and will need to be replaced soon. There were also a number of ADA concerns that would be triggered if major renovations were to be undertaken.

The Board then briefly discussed possible corrective measures.

Mr. Chaszar then called for a motion to approve the minutes of the previous meeting of the Board. The motion was issued by Mr. Burton, seconded by Mr. Cramer and carried.

The meeting then moved to homeowner input.

Mr. Chaszar briefly explained the necessity of having the engineering report on the building.

Mr. Chaszar next recognized Mrs. Melodie Pankonien who addressed the Board with concerns about Area 8 and the lack of a Area Director. She went on to advise that there were many complex issues regarding Area 8 including semi-monthly car shows in the Kroger shopping center (muscle cars unloading behind the Kroger shopping center) and semi trucks and trailers making deliveries in the middle of the night.

Mrs. Anne Stachyra expressed concerns over the breakout of costs between the community center facility and the ongoing maintenance fund. Mrs. Stachyra and Mr. Cramer agreed to talk separately and Mr. Cramer offered to provide greater detail.

Mr. Glocksien reported that he had spoken with Northwest Pest Control concerning when they would be doing the mosquito fogging and had agreed to move the fogging later in the evening. This request was made as a result of a homeowner complaint.

Mr. Pankonien questioned the Board on whether they had sent the letter to the Klein I. S. D School Board with regard to the traffic problem on Trace Forest. Mr. Chaszar advised the letter had been submitted and agreed to have a signed copy e-mailed to Mr. Pankonien.

Mr. Chaszar next advised the homeowners that Mr. Jerry Eversole had responded to the Association's request to move the stop signs from Silver Shadows and Champion Forest Drive to Knurled Oak and Champion Forest Drive and then read the response.

Discussion then briefly turned to revising the areas within the subdivision and reducing the number of Board Members with the homeowners being advised that this was being considered to provide all areas with representation.

Mr. Glocksien next advised that he had prepared a survey on the trash pick up. The survey would attempt to better gauge the residents' interest in back door pickup and recycling which was currently costing the Association Members an additional \$102.00 per year. The survey was being done to provide the Board with the necessary information to determine the services and get a competitive bid before the new contract was negotiated. It was noted that even if the residents wanted to drop the back door pickup and the recycling that the fuel increases may offset most or even all of the cost reduction.

Mr. Zelonish reported that he and Mr. Schmultz were looking at new roofing materials that were available to the subdivision and hopefully, these would be ready by the August newsletter.

Mr. Cramer next reported that the Association was 92% collected for the year. He went on to advise that there was a large amount posted to interest income during the month and this was due to the two large CD's that rolled over during the month. Mr. Cramer went on to advise that the expenses were within budget with the exception of the insurance policy that reflected a large increase due to the general property insurance inflation within the Texas Gulf coast area primarily due to hurricane and rainstorms in the last several years.

Mr. Cramer then presented the checks for the Boards' review and approval. After reviewing the checks, Mr. Burton made a motion to approve the checks as presented. The motion was seconded by Mrs. Hammons and carried.

Mrs. Naremore reported that the common grounds were looking very good and advised that Brookway had replanted some of the flower beds and cleared some of the brush.

Mrs. Naremore went on to advise that she had received a complaint about nine and ten year olds in the fitness center and called for volunteers for the 4<sup>th</sup> of July Picnic.

Mrs. Thurber discussed how to best distribute the Board approved Long Term Planning Committee resident survey. After a brief discussion, Mr. Burton made a motion to distribute the survey in the Association Newsletter. Additionally, it will be on the website and available at the Community Center office. The motion was seconded by Mr. Cramer and carried.

Mr. Cramer reported on behalf of the Community Center Maintenance Committee advising that there were maintenance problems which could lead to sanitary problems with the snack bar and with teenagers cutting the chain link fence around courts 4, 7 & 8. He went on to advise that the repairs to the snack bar would be running around \$3,000.00 to \$3,800.00 and that the Committee was getting bids to put up a wooden fence around the affected tennis courts.

Mr. Cramer went on to report that the feedback on the fitness center had been very good and that they were planning an open house on June 8<sup>th</sup>. An ongoing concern is that the CCMC committee was still looking for volunteers to handle the socials and perhaps chair that part of the committee.

Mr. Cramer next advised that the Swim Team was having an excellent season with increased participation (this years' team is 165 strong which is about thirty more team members over last year) and that the pool was now open until 9:00 p.m. He went on to note that there have been ongoing problems with the under water lights, extensive repairs have been made and if these repairs could not be sustained then we might consider closing at an earlier time.

The meeting then moved to the Area Director Reports.

Mrs. Shinaver advised that she had contacted Precinct 4 and that they would change the speed limits in the subdivision to 20 mph if the Association could get signatures of 51% of the subdivision.

Mr. Katz questioned when the mosquito fogging was scheduled. Mr. Glocksein advised that they started about 9:30 p.m. on Wednesdays and Saturdays.

Mr. Raska commented on the number of roofing contractor signs and was advised that these are all being addressed.

Mrs. Woody reported that she had received a request to continue the sidewalk down to the shopping center.

Mrs. Hammon advised that she had two disturbances in her area that she had called into Mr. Burton.

Mr. Chaszar then reported on the Memorial Day Pool Opening party advising it was a success and that the rain had been only a minor inconvenience. They had passed out six hundred hot dogs, numerous snow cones and the pool games were well attended.

There being no further business for the general meeting, the Board adjourned to Executive Session.