

**Nottingham West Civic Club
July 23, 2014 Meeting Minutes**

- 1) Meeting called to order at 7:31 with 33 households represented.
- 2) Agenda was adopted.
- 3) Prior meeting minutes approved as printed.
- 4) Constables Report: No issues in Nottingham West! Call constable for free 30 min home inspection. Sgt Hutter reviewed security guidelines that all homeowners should observe;
 - a) lock vehicles
 - b) list Pct 5 first on home alarm call list
 - c) submit vacation watch form to Pct 5 constable when you are out of town
 - d) always answer the door – otherwise burglars think no one is home
 - e) best defense against panhandlers is not to give them any money
- 5) Officer's Reports
 - a) President – Rosanna Hinde
 - Courtesy DRV notice is a friendly note instead of a formal letter. It's not meant to be threatening. If homeowners receive one and have questions, a phone number will be listed in the future. A few other reminders:
 - (1) Construction on Memorial is related to water main replacement south of Memorial.
 - (2) Don't feed squirrels in the neighborhood
 - (3) Homeowners should treat property for termites and rodents
 - b) Vice President – John Benton
 - This year's July 4th pool party was huge success! The food was completely sold out by 1:30 pm and everyone had a great time. Sweetwater Pools contributed to the party.
 - There have been repairs required to the pool and breakers.
 - c) Secretary – Angie Lootens
 - Advise NWCC and RealManage of any e-mail address changes to ensure you receive newsletters and other neighborhood information.
 - RealManage doesn't have insight on DRVs, but will contact NWCC officers if they receive questions.
 - d) Treasurer – Pam Ziegenbein
 - NWCC assessments are due July 31.
 - 4 delinquent homeowners setup payment plan to clear outstanding dues.
- 6) Architectural Control Committee Report
 - a) Homeowners have been responsive to deed restriction notices – thanks to everyone!
 - b) City of Houston is conducting a survey of neighborhoods to find low areas. If you have low spot on your street, e-mail nottinghamwest@hotmail.com send note to NWCC email, or mayor@houstontx.gov
- 7) RealManage Financial Report
 - a) Reviewed financial report
 - b) Budget discussions are underway. Contact RealManage with questions
 - c) Attorney fees are up due to increased collection on delinquent homeowners
- 8) Park Update
 - a) City of Houston rejected permit application with 3 comments 1) Storm drainage letter and plan, along with detention analysis. Trying to hire civil engineer to help revise plan

- to meet COH requirements but no one will take the job. Requiring a 20x20 area with a drain. 2) Parking area repair is in the COH right of way 3) Traffic – add parking stalls
- b) Low bid contractor did not work out as expected. First visit to COH was 6 weeks after the vote was taken. John Benton followed up with him repeatedly; no action after 8 weeks. We owe him a small amount and working with our attorney to resolve.
 - c) The way forward is to engage a new contractor. Second bidder is still interested. Cost was commensurate (\$34,590) but didn't include tree removal.
 - d) Thanks to Meade Mitchell for his hard work in getting us this far.
 - e) Phase 2 will be discussed at the next meeting. This phase covers park equipment. We could see an increase in material cost.
 - f) Vote was taken to engage DNC as the contractor for phase 1 of the park upgrade. Vote passed.
 - g) Vote was taken to hire LoveYourTrees to cut down two diseased trees in the park. Vote passed.
 - h) Vote to hire civil engineer if needed to obtain COH permit. Vote passed.
- 9) Floor Motions
- a) Increase mosquito treatment. Excalibur sprays once per week, but will look into additional trips.
 - b) Rodents. Mice have been seen in one of the demolition sites. Investigate options with builders.
- 10) Proposed business for the October meeting.
- a) Homeowners may submit topics by contacting an officer or sending an email to nottinghamwest@hotmail.com.
- 11) Meeting adjourned at 8:55 pm.

Minutes approved by: Rosanna Hinde, John Benton, Angela Lootens, Pam Ziegenbein