

# Timbergrove Manor Civic Club (TMCC) Board Meeting 9/7/17

## Meeting Minutes

Location: Rainbow Lodge      Quorum Met      Meeting Called to Order at 7:06 PM  
Attendees: See Attached Sign In Sheet      8/27/17 Meeting Rescheduled

### Officers Reports

Secretary's Report - 6/27/17 Meeting Minutes - The meeting minutes from the June 27, 2017 were distributed and reviewed by the members. Darlene Wayt made a motion to approve the minutes which was seconded by Sandra Crook. By a show of hands, the minutes were approved. There was no meeting for July 2017.

Treasurer's Report - Sandra Reviewed the financial reports that are attached. There is an issue concerning reconciling the report that will be resolved before the General Meeting. Darlene noted that two (2) line items for donations to the West 11th Street Park should have been one (1) line item. Leslie Hillendahl made a motion to approve the financial reports, with requested reconciliations and revisions, which was seconded by Kirk Guy and approved by a show of hands.

Sinclair Elementary - Darlene made a motion that TMCC fund the trackless train for the Sinclair Elementary 2017 Fall Festival for \$340. The motion was seconded by Peter Davies and approved by a show of hands.

### Committee Reports

Activities – A proposed October 21<sup>st</sup> Taste of Timbergrove event is in the planning stage, with an attendance target of 250 persons. The committee is requesting approval of a budget figure of +/- \$8,000 for the event, depending on sponsorships. Leslie Hillendahl made a motion that the Board approve up to \$5,000 for the event. The motion was seconded by Jamie Hay. By a show of hands the motion was approved

Beautification – No report.

Deed Restriction Enforcement -(Block 39 – Section 6) - There was a question from residents in Section 6 about the “one story deed restriction” for the area, which was recently flooded, and whether the deed restrictions can be amended to allow for two story houses. There will be further discussion and an inquiry concerning whether FEMA buyouts will be considered for this or any other areas in Timbergrove Manor.

Design Review Committee – A committee member has volunteered to compile a summary of reviews and approvals on a regular basis.

Environmental -Darlene made a motion that the TMCC donate \$2,000 to help complete a portion of the trail in the West 11<sup>th</sup> Street Park. Darlene stated that the \$1,550 in designated donations for the park has been received by the TMCC per the year-to-date budget. The motion was seconded by Peter Davies and approved by a show of hands. Her report is attached for review.

Membership – Derek Brown reviewed his report concerning membership.

## Timbergrove Manor Civic Club (TMCC) Board Meeting 9/7/17

### **Committee Reports Continued**

Security – There is funding for an additional four (4) months of this service. Dale Dugas has moved from the neighborhood and has resigned her position. The President nominated Kathleen Reich as the co-chair for the committee. There was discussion about their committee's effort to raise funds and where to focus patrols. Darlene Wayt made the motion to approve the nomination which was seconded Carrie Brawley, and approved by a show of hands.

Program Committee – Sinclair Elementary has confirmed that they will be open for our September 12<sup>th</sup> General Meeting. Suggestions for future speakers are encouraged.

Timbergram – Due to Harvey's aftermath, the printer was unable to provide the new edition as scheduled and the individual who normally distributes the newsletter is unavailable. Jennifer will get volunteers to distribute the newsletter by Sunday the 10<sup>th</sup>. A plan for future distribution is being considered, including eliminating hard copies and distributing the Timbergram with the latest digital technology available.

Website – Laura introduced herself and will work with other Board Members to brainstorm to come up with ideas to improve the website.

Yard of the Month – No report.

### **Old Business –**

Stanley Park Development – There was concern about whether the developer was going to start development of the planned subdivision south of Section 5 or whether they were working on a infrastructure for Cottage Grove. The Secretary will make a request to get any plans that have been submitted to the City of Houston. Bill will invite Lovett Homes to address residents concerning the development, at the upcoming meeting or the November General Meeting.

Letters -two (2) draft letters were drafted and approved at the June 2017 meeting to Harris County Flood Control District and Harris County Precinct 4 Commissioner Jack Cagle. Due to the recent flood events, it was suggested to modify the letters to include further discussion about the existing and any future FEMA lots. The revisions will be circulated to the Board for their comments prior to being sent out.

Volunteer Shirts – Jamie reviewed her research concerning various shirts. Peter Davies made the motion to approve \$500 for the shirts to be allocated to purchase shirts. The motion was seconded by Leslie Hillendahl and approved by a show of hands. She will make a recommendation concerning style, sizes, colors and quantities.

### **New Business –**

Sandra introduced the concept of forming an ad hoc committee for the purpose of determining the future of the Civic Club using a survey. The President has asked that they provide a plan and objective for forming a committee for future consideration.

Adjournment – The meeting was adjourned at 9:00 PM

These approved Board Meeting minutes were prepared by Peter Davies and are posted to the TMCC Website, with attachments included.

*P Davies*

TMCC

9-7-17 Board Mtg  
Sign In Sheet

Darwin Wayt  
Lonny + Amber Hoffman

Derek Brown + Laura Speck

Jamie Hay

GARY NORDSTRUM

TIM J. LOUQUE

William E. Marley



SANDRA CROOK



Matthew Reich

Carrie Brawley



Austin Hillard

Tracy Gahn

MICAH HEILBRUN

DIRECTOR

Residents Section 5

Membership chair + Webmaster

Director

GUEST

ACTIVITIES

President

Director

~~Treasurer~~

~~Committee - Timberman~~

security

Director

Secretary

VP

Deid Rissinchen Enfermann

MEMBER

(713) 382-4677 micah.heilbrun@gmail.com

7:04 PM  
 09/06/17  
 Cash Basis

## Timbergrove Manor Civic Club

### Transaction Detail By Account

July 28 through August 28, 2017

Type	Date	Num	Name	Memo	Clr	Split	Original Amount
<b>Integrity Bank Checking</b>							
Deposit	07/28/2017			Deposit	X	-SPLIT-	130.78
Deposit	07/29/2017			Deposit		-SPLIT-	557.31
Deposit	07/30/2017			Deposit		-SPLIT-	340.99
Check	08/10/2017	1493	Seal Security Soluti...			Neighborhood ...	-5,632.00
Check	08/10/2017	1492	4D Signworx			Beautification	-378.88
Check	08/10/2017	1491	Prime Source			Timbergram	-609.00
Check	08/10/2017	1490	Crinion Davis & Ric...			Deed Rest. Le...	-540.00
Check	08/10/2017	1489	Al's Lawn and Tree ...			Beautification	-1,460.00
Check	08/15/2017	1494	Appledumplin The ...			Spring Fling	-200.00
Deposit	08/18/2017			Deposit		-SPLIT-	985.00
Deposit	08/18/2017			Deposit		-SPLIT-	455.00
Deposit	08/18/2017			Deposit		-SPLIT-	745.00
Deposit	08/18/2017			Deposit		-SPLIT-	235.00
Deposit	08/18/2017			Deposit		Neighborhood ...	40.00
Deposit	08/18/2017			Deposit		-SPLIT-	310.00
Deposit	08/18/2017			Deposit		-SPLIT-	635.00
Deposit	08/18/2017			Deposit		-SPLIT-	110.00
Deposit	08/18/2017			Deposit		-SPLIT-	80.00
Deposit	08/18/2017			Deposit		Club Dues	30.00
Deposit	08/18/2017			Deposit		-SPLIT-	390.00
Deposit	08/18/2017			Deposit		-SPLIT-	5,595.00
Deposit	08/18/2017			Deposit		-SPLIT-	310.00
Deposit	08/18/2017			Deposit		Timbergram A...	140.00
Deposit	08/18/2017			Deposit		-SPLIT-	760.00
Deposit	08/18/2017			Deposit		-SPLIT-	500.00
Deposit	08/18/2017			Deposit		-SPLIT-	1,840.00
Deposit	08/18/2017			Deposit		-SPLIT-	310.00
Deposit	08/18/2017			Deposit		-SPLIT-	705.00
Deposit	08/18/2017			Deposit		Club Dues	60.00

**Total Integrity Bank Checking**

**TOTAL**

**Timbergrove Manor Civic Club**  
**Profit & Loss Budget Performance**  
 July 28 through August 28, 2017

	Jul 28 - Aug 28, 17	Budget	Jan 1 - Aug 28, 17	YTD Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Beautification Fund	5.00	0.00	1,310.00	1,500.00
Club Dues	2,370.00	0.00	22,220.00	27,000.00
Deed Rest. Enforcement Fund	0.00	0.00	460.00	500.00
Donations-4th of July	500.00	0.00	500.00	500.00
Donations-Easter Egg Hunt	0.00	0.00	500.00	500.00
Donations-Other	156.98	0.00	3,242.48	2,000.00
Donations-Snow Fest	0.00	0.00	0.00	3,000.00
Donations-W. 11th St Park	0.00	0.00	1,160.00	1,000.00
Interest Income	0.00	0.00	0.00	475.00
Jaycee Park General Fund	175.00	0.00	650.00	750.00
Jaycee Park Port-0 Units	80.00	0.00	665.00	3,200.00
Legal Fund	10.00	0.00	135.00	0.00
Neighborhood Security Fund	11,380.00	0.00	67,470.00	78,900.00
Timbergram Adv. Revenue	140.00	0.00	2,621.21	6,120.00
W. 11th Street	330.00	0.00	390.00	0.00
<b>Total Income</b>	<b>15,146.98</b>	<b>0.00</b>	<b>101,323.69</b>	<b>125,445.00</b>
<b>Expense</b>				
4th of July	0.00	0.00	0.00	600.00
Bank Charges	0.00	0.00	655.08	1,500.00
Beautification	1,838.88	0.00	7,733.31	15,000.00
Deed Rest. Legal/Printing	540.00	0.00	540.00	0.00
Donation-Friends of 11th Street	0.00	0.00	0.00	1,000.00
Donations	0.00	0.00	800.00	1,000.00
Easter Egg Hunt	0.00	0.00	1,062.09	800.00
Equipment	0.00	0.00	1,480.04	0.00
General Meetings	0.00	0.00	238.61	600.00
Insurance	0.00	0.00	819.00	744.00
Jaycee Park General	0.00	0.00	0.00	750.00
Jaycee Park Port-o Units	0.00	0.00	0.00	3,200.00
Membership	0.00	0.00	217.67	1,000.00
Misc./ Other	0.00	0.00	-4,722.66	200.00
Neighborhood Security	5,482.00	0.00	42,409.12	78,900.00
Office/Postage	0.00	0.00	166.00	150.00
Professional Services	0.00	0.00	0.00	1,000.00
Snow Fest	0.00	0.00	0.00	5,250.00
Spring Fling	200.00	0.00	200.00	0.00
Storage Unit	0.00	0.00	560.00	550.00
Timbergram	609.00	0.00	3,001.00	4,900.00
Timbergreeters	0.00	0.00	0.00	200.00
Volunteer Dinner	0.00	0.00	0.00	1,250.00
Web Site				
Hosting	0.00	0.00	309.51	0.00
Online Payment Processing Fees	32.90	0.00	395.52	0.00
Web Site - Other	0.00	0.00	0.00	200.00
<b>Total Web Site</b>	<b>32.90</b>	<b>0.00</b>	<b>705.03</b>	<b>200.00</b>
<b>Total Expense</b>	<b>8,702.78</b>	<b>0.00</b>	<b>55,864.29</b>	<b>118,794.00</b>
<b>Net Ordinary Income</b>	<b>6,444.20</b>	<b>0.00</b>	<b>45,459.40</b>	<b>6,651.00</b>
<b>Net Income</b>	<b>6,444.20</b>	<b>0.00</b>	<b>45,459.40</b>	<b>6,651.00</b>

**Timbergrove Manor Civic Club**  
**Profit & Loss Budget Performance**  
**July 28 through August 28, 2017**

	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Beautification Fund	1,500.00
Club Dues	27,000.00
Deed Rest. Enforcement Fund	500.00
Donations-4th of July	500.00
Donations-Easter Egg Hunt	500.00
Donations-Other	2,000.00
Donations-Snow Fest	3,000.00
Donations-W. 11th St Park	1,000.00
Interest Income	475.00
Jaycee Park General Fund	750.00
Jaycee Park Port-0 Units	3,200.00
Legal Fund	
Neighborhood Security Fund	78,900.00
Timbergram Adv. Revenue W. 11th Street	6,120.00
<b>Total Income</b>	<u>125,445.00</u>
<b>Expense</b>	
4th of July	600.00
Bank Charges	1,500.00
Beautification	15,000.00
Deed Rest. Legal/Printing	
Donation-Friends of 11th Street	1,000.00
Donations	1,000.00
Easter Egg Hunt	800.00
Equipment	
General Meetings	600.00
Insurance	744.00
Jaycee Park General	750.00
Jaycee Park Port-o Units	3,200.00
Membership	1,000.00
Misc./ Other	200.00
Neighborhood Security	78,900.00
Office/Postage	150.00
Professional Services	1,000.00
Snow Fest	5,250.00
Spring Fling	
Storage Unit	550.00
Timbergram	4,900.00
Timbergreeters	200.00
Volunteer Dinner	1,250.00
Web Site	
Hosting	
Online Payment Processing Fees	
Web Site - Other	200.00
<b>Total Web Site</b>	<u>200.00</u>
<b>Total Expense</b>	<u>118,794.00</u>
<b>Net Ordinary Income</b>	<u>6,651.00</u>
<b>Net Income</b>	<u><u>6,651.00</u></u>

**Timbergrove Manor Civic Club**  
**Balance Sheet**  
As of August 28, 2017

	<u>Aug 28, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Integrity Bank CD - January	26,410.78
Integrity Bank CD - July	25,536.43
Integrity Bank Checking	<u>120,220.00</u>
Total Checking/Savings	<u>172,167.21</u>
Total Current Assets	<u>172,167.21</u>
<b>TOTAL ASSETS</b>	<b><u>172,167.21</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Bal Equity	62,608.80
Unrestrict (retained earnings)	64,099.01
Net Income	45,459.40
Total Equity	<u>172,167.21</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>172,167.21</u></b>

Committee Reports

Activities 9.07.16

Tim Louque

My report:

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The Taste of Timbergrove, A Founder's Dinner

Saturday, October 21, 2017 from 5:00 PM until 8:00 PM

Announcement of this new event is coming in the Timbergram to be delivered within days.

Whether it is a short meeting or a long meeting, we will need to pass a budget for our new event, officially called "The Taste of Timbergrove, A Founder's Dinner." A few graphs of the budgetary needs are attached. Thanks to Jennifer Vickers and her mastery at planning, budgeting and computer graphics.

We have a figure based on a minimum of 100 people. We have a maximum amount based on 250 people. We'd like to get the maximum covered with the budget we need to get approved tonight.

We have two major sponsors, Jennifer Vickers with Keller Williams and Chris Jones owner of Deuce Electrical. Each donated \$500.00 which will help with the budget. But this event costs a lot to pull off. It is at my house, which of course will save the money of renting a venue. We haven't gone "over the top" with any detail. It just adds up.

This is a first time event. There are so many variables. In the end though, as Jennifer and I feel our way through it, of course we will save every penny we can through every decision we make. Just because we are asking for the total amount doesn't necessarily mean that we'll be spending all willy nilly.

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Volunteer Appreciation Dinner

The invitations went to the post office the moment we could actually do it after the storm.

I know that people have received them because the responses are trickling in.

If you hear any rumblings from people who say they should have been invited but were not, I did the best I can to gather names and addresses. Believe it or not, it is hard to get responses from people even for this! HA! If you know of anyone who should be included but were not, send them to me.

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National Night Out



Committee Reports

Activities 9.07.16

Tim Louque

I am not "in charge" of National Night Out, but I wanted to mention that it is on Tuesday, October 3.

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SnowFest 2017

SnowFest this year is on Saturday, December 9, 2017.

The snow is reserved.

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Environmental Affairs – **Please read the attached information**

At tomorrow's board meeting, I'll be making the following motion: **That the TMCC donate \$2,000 to Friends of West 11<sup>th</sup> Street Park to install a trail segment, replacing a path, that links to the internal trails.** (\$4,547 - \$2,500 TMNA donation = \$2,047).

More background info per Lorraine - Houston Parks Board obtained 3 bids; Kraftsman was the lowest; the other 2 were 50%-60% higher than Kraftsman. The requested donation from the TMCC would be a combo of ytd designated donations for WESP (as of the *June* budget, \$1,160, + money from general funds, ~\$840\*).

**If the motion does not pass, I'll be asking our Treasurer and Officers for a check, payable to Friends of West 11<sup>th</sup> Street Park for an amount equal to what has come to the TMCC, ytd, designated for the Park.**

Thank you,  
Darlene (713) 385-4465 (Cell)

West 11<sup>th</sup> Street Park Receives Generous Donation from TMNA  
Submitted by Darlene Wayt with approval from Lorraine Cherry

On July 15, the Timbergrove Manor Neighborhood Association (TMNA) donated \$2,500 to Friends of West 11<sup>th</sup> Street Park (FoWESP) for the construction of a trail segment!!! Tommy Britt, Judy Britt and Cindy Miskell from the TMNA presented the check to Dave Dyer, Ann Ratcliff and Darlene Wayt, FoWESP board members.

The donation is part of the proceeds from the TMNA's 2017 Run the Grove 5K race, held this past April, and benefits the Adopt an Esplanade campaign and the West 11<sup>th</sup> Street Park preservation.

The current path from the kiosk on the east side of the park that leads to the main trails is narrow, overgrown with roots in some areas, and prone to flooding. This path will be widened and transformed into a trail segment made of decomposed granite over a geo-textile fabric base (for weed prevention) with culverts where needed in low areas to prevent flooding, and will link to the internal trail system.

The TMNA's generous donation will pay for approximately half of the \$5,000 needed for the trail segment. The goal is for construction to take place in the late fall. Friends of West 11<sup>th</sup> Street Park, a 501 (c) (3), also funds the maintenance and improvements of all the trails & gardens and the Wireless Wilderness Cell Phone Tour. To help fund the new trail segment and existing park amenities:

DONATE by mail to Friends of West 11<sup>th</sup> Street Park, P.O. Box 76789, Houston, TX 77270-7679.

DONATE online at [www.west11thstreetpark.org](http://www.west11thstreetpark.org), click on "Friends of the Park" and then "Your Support is Needed."



Dave Dyer, Cindy Miskell, Tommy Britt, Ann Ratcliff & Judy Britt  
(photo by Darlene Wayt)



Current Path to become a Trail

**W. 11th St. Park-2017 DG Maintance at Trail Entry on East Side  
14-Jul-17**

Vendor/Contractor	Item	Unit	Quantity	Cost per Item	Totals
Kraftsman	Add 4" DG in an area 7-8' wide by 110' long at enterance to the trail	Lump Sum	1.00	3,900	3,900
Contingency		10%			390
	Subtotal				4,290
HPB Fee		6%			257
<b>Project Total</b>	<b>Funds to be supplied by Friends of West 11th Street.</b>				<b>4,547</b>