Minutes-Timbergrove Manor Civic Club (TMCC) Board Meeting June 27, 2017

Meeting Began: 7:10 PM location: Rainbow lodge Quorum Met (See Attendance Sheet)

SNC-14 Delegate- John Zavala introduced himself, gave a brief description of his background and expressed his interest in being a SNC delegate and volunteering for other TMCC duties, including infrastructure issues. Darlene Wayt made a motion to appoint John as one of the SNC-14 TMCC delegates, since there is a vacancy. The motion was seconded by Sandra Crook and approved by a show of hands. He also volunteered to be the Block Captain for the 2300 block of Willowby.

Officer's Reports

- Secretary's Report (Meeting Minutes for May 30, 2017 Meeting)
 - o Following the review by the Board Members, Darlene Wayt made the motion to approve the Minutes which was seconded by Leslie Hillendahl. By a show of hands, the motion was approved.
- Treasurer's Report (May 27 to June 28, 2017)
 - o Bill reported on the purchase of the PA system for the Club.
 - o Darlene Wayt made a motion to approve the attached financial reports, which was seconded by Peter Davies. By a show of hands, the motion was approved.

Committee Reports

- Activities- The 4thof July Ice Cream Social is scheduled at Jaycee Park at 4:00 PM.
- Beautification- Leslie reported that the sprinklers in the esplanade on West T.C. Jester at Kury have been damaged and have been repaired. The sprinkler systems on West 1fth Street at Bryce is still inoperable and Peter Davies volunteered to work' with the COH and Apex Sprinkler to resolve the issue.
- Block Captains- No report.
- Deed Restrictions-Traci reported on the following:
 - o Rental Property on Cindy- Concerning the previous item concerning a "rental property" in Section 7, the review by the Club's attorney concluded that there were no current enforceable deed restriction violations.
 - o Proposed Garage on 6135 Hurst-The proposed plans have been reviewed by the Design Review Committee and approved. There is a question of whether the proposed garage exceeds the height of the existing home's roof height, which would be a possible Deed Restriction violation. Traci will follow up with the builder concerning the issue.
 - Remodeling of a Residence 6434 Pineshade Lane-There was a report that there is construction activity at this address and a question of whether this work was permitted by the COH.

Minutes-Timbergrove Manor Civic Club (TMCC) Board Meeting June 27, 2017

Committee Reports Continued

- Design Review Committee (DRC) No report.
 - Website Update-The website needs to be updated to include the Design Review
 Committee Approval Process information regarding the status of submissions submitted to the DRC.
 - Bill Morfey made a recommendation that Peter Davies be appointed to DRC. Leslie
 Hillendahl made the motion to appoint him to the committee which was seconded by
 Sandra Crook, and approved by a show of hands.
- Environmental Affairs- Darlene has been following up on the Trailhead Park on Bryce and the Chemical Feed Station, but no new information has been provided by the TIRZ S's consultant nor the COH.
- Membership- Bill recommended that Derek Brown be appointed as a committee member.
 Jamie Hay made the motion to appoint Derek to the committee which was seconded by Leslie Hillendahl and approved by a show of hands.
- · Neighborhood Security- Dale reviewed her report which is attached.
- Program Committee- No report. There will be a new principal for Sinclair Elementary and we
 anticipate introducing the new principal at a future General Meeting.
- Timbergram- Jennifer reviewed her report which is attached. She discussed that the Board may want to consider a long-term plan to phase out hard copies of the Timbergram with the committee making a recommendation at a future meeting.
- Timbergreeter- No report.
- Web-Site- Chris Ochterbeck and Jennifer Vickers met with Laura Speck who has volunteered to manage the website. Bill recommended, based on feedback from this meeting, that the Board consider appointing Laura to this committee. Darlene Wayt made the motion to appoint Laura Speck to the committee which was seconded by Carrie Brawley. The motion was approved by a show of hands.
- Yard of the Month- No report.

Old Business- The two (2) draft letters concerning the maintenance of the HCFCD maintained FEMA lots were presented to the Board and following the requested corrections and edits, the letters will be sent to the President for his signature.

New Business- Peter Davies made a motion to not hold a July Board Meeting, as allowed for by the By-Laws. The motion was seconded by Darlene Wayt and approved by a show of hands. The next Board Meeting is scheduled for August 29th at 7:00 PM.

The Meeting was adjourned at 9:10 PM

| Above FINAL Meeting Minutes, | as prepared by Peter Davies, | were placed on the TN | MCC web-site for |
|------------------------------|------------------------------|-----------------------|------------------|
| review by the members. | | | |

| These Minutes were prepare By: Peter Davies, TMCC Secretary |
|---|
|---|

Attachments

TIMBERGROVE MANOR CIVIC CLUB (TMCC)

Board Meeting ATTENDANCE LIST

DATE: June 27, 2017 Location: Rainbow Lodge

| Name - Title | Signature |
|-------------------------------------|---------------|
| William Morfey -President | W. Marfey |
| Leslie Hillendahl - VP | Rivers |
| Peter Davies - Secretary | The Asi |
| Sandra Crook - Treasurer | Sh (1009 - |
| Carrie Brawley - Director | C. Prawley |
| Lorraine Cherry - Director | |
| Kirk Guy - Director | BAND |
| Jamie Hay - Director | Ditte! |
| Darlene Wayt - Director | Darene Way |
| Name - Committee | Vaccion as sy |
| Derek Brown - Membership | |
| Carolyn Bryant – Block Captains and | |
| Timbergreeters | |
| Dale Dugas - Security | Decost |
| Tim Louque - Activities | Barth |
| Traci Riley – Deed Restrictions | |
| Jennifer Vickers - Timbergram | |
| JOHN V ZAVALA-NONE | - Dovly |
| | |
| | |
| | |

8:27 PM

06/26/17 Cash Basis

Timbergrove Manor Civic Club Balance Sheet

As of June 26, 2017

| | Jun 26, 17 |
|--------------------------------|------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Integrity Bank CD - January | 26,410.78 |
| Integrity Bank CD - July | 25,536.43 |
| Integrity Bank Checking | 103,507.99 |
| Total Checking/Savings | 155,455.20 |
| Total Current Assets | 155,455.20 |
| TOTAL ASSETS | 155,455.20 |
| LIABILITIES & EQUITY Equity | |
| Opening Bal Equity | 62,608.80 |
| Unrestrict (retained earnings) | 64,099.01 |
| Net Income | 28,747.39 |
| Total Equity | 155,455.20 |
| TOTAL LIABILITIES & EQUITY | 155,455.20 |

Timbergrove Manor Civic Club Profit & Loss Budget Performance May 27 through June 26, 2017

| | May 27 - Jun 26, 17 | Budget | Jan 1 - Jun 26, 17 | YTD Budget | Annual Budget |
|---------------------------------|---|--------|--------------------|------------|---------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| Beautification Fund | 20.00 | 0.00 | 1,185.00 | 1,500.00 | 1,500.00 |
| Club Dues | 240.00 | 0.00 | 18,290.00 | 27,000.00 | 27,000.00 |
| Deed Rest. Enforcement Fund | 10.00 | 0.00 | 460.00 | 500.00 | 500.00 |
| Donations-4th of July | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| Donations-Easter Egg Hunt | 0.00 | 0.00 | 500.00 | 500.00 | 500.00 |
| Donations-Other | 50.20 | 0.00 | 2,973.90 | 2,000.00 | 2,000.00 |
| Donations-Snow Fest | 0.00 | 0.00 | 0.00 | 3,000.00 | 3,000.0 |
| Donations-W. 11th St Park | 20.00 | 0.00 | 1,160.00 | 1,000.00 | 1,000.0 |
| Interest Income | 0.00 | 0.00 | 0.00 | 475.00 | 475.0 |
| Jaycee Park General Fund | 0.00 | 0.00 | 370.00 | 750.00 | 750.0 |
| Jaycee Park Port-0 Units | 0.00 | 0.00 | 550.00 | 3,200.00 | 3,200.0 |
| Legal Fund | 0.00 | 0.00 | 65.00 | 0.00 | 0,200.0 |
| Neighborhood Security Fund | 250.00 | 0.00 | 52,445.00 | 78,900.00 | 78,900.0 |
| Timbergram Adv. Revenue | 140.00 | 0.00 | 2,165.00 | 6,120.00 | 6,120.0 |
| Total Income | 730.20 | 0.00 | 80,163.90 | 125,445.00 | 125,445.0 |
| Expense | | | | | |
| 4th of July | 0.00 | 0.00 | 0.00 | 600.00 | 600.00 |
| Bank Charges | 0.00 | 0.00 | 584.89 | 1,500.00 | 1,500.00 |
| Beautification | 111.50 | 0.00 | 5,894.43 | 15,000.00 | 15,000.0 |
| Donation-Friends of 11th Street | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.0 |
| Donations Of Thir Street | 0.00 | 0.00 | 800.00 | 1,000.00 | 1,000.0 |
| | 0.00 | 0.00 | 1,062.00 | 800.00 | 800.0 |
| Easter Egg Hunt | | | | | 800.0 |
| Equipment | 871.07 | 0.00 | 1,480.04 | 0.00 | 000.0 |
| General Meetings | 18.92 | 0.00 | 238.61 | 600.00 | 600.0 |
| Insurance | 0.00 | 0.00 | 819.00 | 744.00 | 744.0 |
| Jaycee Park General | 0.00 | 0.00 | 0.00 | 750.00 | 750.0 |
| Jaycee Park Port-o Units | 0.00 | 0.00 | 0.00 | 3,200.00 | 3,200.0 |
| Membership | 0.00 | 0.00 | 217.67 | 1,000.00 | 1,000.0 |
| Misc./ Other | 0.00 | 0.00 | 0.00 | 200.00 | 200.0 |
| Neighborhood Security | 5,609.00 | 0.00 | 36,712.12 | 78,900.00 | 78,900.0 |
| Office/Postage | 0.00 | 0.00 | 166.00 | 150.00 | 150.0 |
| Professional Services | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.0 |
| Snow Fest | 0.00 | 0.00 | 0.00 | 5,250.00 | 5,250.0 |
| Storage Unit | 480.00 | 0.00 | 560.00 | 550.00 | 550.0 |
| Timbergram | 0.00 | 0.00 | 2,392.00 | 4,900.00 | 4,900.0 |
| Timbergreeters | 0.00 | 0.00 | 0.00 | 200.00 | 200.0 |
| Volunteer Dinner | 0.00 | 0.00 | 0.00 | 1,250.00 | 1,250.0 |
| Web Site | | | | -, | 1,=0010 |
| Hosting | 0.00 | 0.00 | 309.51 | 0.00 | |
| Online Payment Processing Fees | 9.89 | 0.00 | 180.24 | 0.00 | |
| Web Site - Other | 0.00 | 0.00 | 0.00 | 200.00 | 200.00 |
| Total Web Site | 9.89 | 0.00 | 489.75 | 200.00 | 200.00 |
| Total Expense | 7,100.38 | 0.00 | 51,416.51 | 118,794.00 | 118,794.00 |
| Net Ordinary Income | -6,370.18 | 0.00 | 28,747.39 | 6,651.00 | 6,651.00 |
| Income | -6,370.18 | 0.00 | 28,747.39 | 6.651.00 | 6,651.00 |
| | ======================================= | 3.00 | | | |

8:31 PM 06/26/17 **Cash Basis**

Timbergrove Manor Civic Club Transaction Detail By Account May 30 through June 26, 2017

| Туре | Date | Num | Name | Memo | Clr | Split | Original Amount |
|-------------------|------------|------|----------------------|---------|-----|----------------|-----------------|
| Integrity Bank Ch | necking | | | | | | |
| Check | 06/18/2017 | 1484 | Parkview Properties | | | Storage Unit | -480.00 |
| Check | 06/18/2017 | 1485 | Bill Morfey | | | Equipment | -871.07 |
| Check | 06/18/2017 | 1486 | Traci Riley | | | General Meeti | -18.92 |
| Check | 06/18/2017 | 1487 | Apex Sprinkler and | | | Beautification | -111.50 |
| Deposit | 06/19/2017 | | | Deposit | | Club Dues | 30.00 |
| Deposit | 06/19/2017 | | | Deposit | | -SPLIT- | 595.00 |
| Check | 06/26/2017 | 1488 | Seal Security Soluti | | | Neighborhood | -5,824.00 |

Total Integrity Bank Checking

TOTAL



Correspondence

Council Member Ellen Cohen To:

Council Member, District C

Deputy Assistant Director From:

Administrative Branch Street & Drainage Division

Date: May 8, 2017

Asphalt Road Overlay Subject:

Dear Council Member Cohen,

Please be advised that the Street & Drainage Division of Public Works and Engineering will soon begin an overlay project in the Timbergrove Manor Subdivision. The work will begin on May 15, 2017 and should take 2-3 weeks to complete. Door hangers will be distributed in the community prior to the start of the project.

Find attached a map outlining the Council District C streets which are going to be milled and overlaid.

If you have any questions or need additional information please contact:

Steve Loo, P.E. | Managing Engineer – Street & Bridge Maintenance Street & Drainage Division | Public Works and Engineering Phone: 832-395-2151 | Steven.Loo@HoustonTX.gov

Regards,

Erik K. Dunn

cc: Eric Dargan

> Diane Lowery-Binnie Alanna Reed Gary Norman Steve Loo Brooke Boyett

Timbergrove Manor Overlay

