

Timberlake Estates Property Owners Association
MINUTES
Quarterly Meeting of October 4, 2016
(By Jane Plumlee, Secretary – from Audio Recording)

The TEPOA Quarterly Meeting was held on October 4, 2016, at the ReMax Conference Room on Telge Road, Cypress, Texas.

The meeting was called to order by Kevin McGrath, Chair, with all members of the Board present: (Axel Kirchgessner, Debbie Shifflet, Ann Pavalock, Jane Plumlee, Kerry Tippit, and Jeff Hellig). Also, a quorum of about 23 property owners was present.

The first item on the Agenda was to read the Minutes from the July meeting for approval. However, Kevin asked if anyone wanted to make a motion to avoid reading the Minutes as they were posted on the website, and copies were available to attendees. A motion was made by Michelle Murray, seconded by Rasoul Saneifard, and the motion was approved, therefore, the Minutes were not read but approved.

Purpose of Meeting was TEPOA's October Quarterly meeting with a full strength Board for the first time in quite a while.

Committee Reports:

Treasurer's Report: Debbie stated that the checkbook indicates deposits of \$8,832.83 and a Dividend on our savings of \$64.46. For the quarter beginning 7/1/2016, the checking account started with \$3,196.96, and the savings account \$105,070.65. Ending quarter balances as of 9/30/2016 were, the checking account with \$3,103.60 and savings with a balance of \$101,135.11, giving a combined total of \$104,238.71.

Debbie went on to say that when she received the laptop from the former Treasurer, Rebecca Stark, that most all the files had been scrubbed from the computer, other than QuikBooks. Since there has been no guidance from Rebecca as to what tasks she had performed, the Board has decided to solicit help from an actual CPA to get the records set up properly so all financial reports will be available for future TEPOA meetings. A motion was made by Rasoul Saneifard to accept the Treasurer's Report, seconded by Michelle Murray, and vote carried.

Lake Report: Kerry said Mother Nature helped him out so he has not had to run the pump since April, which cut down the electricity bill. Unfortunately, there were some large trees that had to be removed which used funds reserved to re-stock the lake. The hydrilla and other vegetation hasn't grown that much this year due to the higher water level. Rasoul moved to accept the Lake Report, seconded by Julia Gaitz, and the motion carried. Later, the Lake Report was amended to include the fact that a new landscaping company, Tru-Green, was hired to mow the park area and around the sign, and to date they are doing a good job.

Security Report: Jeff Hellig mentioned the report of the theft of yard equipment from a landscaper working in the neighborhood. A suspicious person was reported to police on Oakfield, but he was released by the sheriff. Anthony Vindett said the individual was staying at his house and takes a lot of prescription medication and drinks alcohol, and sometimes sleepwalks. Kevin told the group if they see any criminal activity to contact the sheriff first, then alert a Board member to send an Eblast to the neighborhood. Also, he suggested we all join *Nextdoor Timberlake.com* and *Facebook.com* and other social media to receive updates on suspicious activities and other

items from local residents. George Franklin remarked about a man with his pants down as reported to the police by a homeowner on Timberlake Drive, but he was released. Axel added that someone on Timberlake Dr. flagged him down at night asking for a ride to the store and he appeared drunk; also he received calls from two other neighbors about the same man. Further, an aggravated assault with a deadly weapon was reported on CrimeReports on Timberlake Dr. at Archwood. A motion to accept the Security Report was made by Rasoul Saneifard, seconded by George Franklin, and the motion passed.

Legal Report: Axel reported that the Board had taken care of some confidential information, and approved several HIR's. Sallie Chambers asked if the three damaged houses on Cypress-N. Houston had HIR's approved, since they are currently having work done on them. Two had, however, Jane said she would check on the one that was being bricked next door to Sallie's house, and would get back to the group with an answer.

Kevin remarked that there are currently no mechanisms in our Deed Restrictions or By-Laws to force owners to comply with demands to correct violations, and they need to be amended by adding penalties for non-compliance, otherwise they can't be enforced. There will be attorney's fees to properly do it, and it will take the approval of a majority of owners for the Board to accomplish it. Teresa Ruiz asked what isn't enforceable, and Axel replied as an example, if someone doesn't mow their lawn, the Board presently has no authority to mow it for them, then bill the owner for the work. If we amend the Deed Restrictions and this occurs and the owner refuses to pay, the fees could gradually be assessed as a lien against the property, and be collected legally. Kevin said if the violation is a health hazard, the county should be contacted. Sallie Chambers mentioned a property on Park Forest that was a health hazard, and George said it was turned in to the county by the previous Board; however, absolutely nothing was done even though a case number was assigned by the county in 2014. Kevin stated that this Board will take it as an action item to investigate as to what has been done by the county if we can get the case number, and also ask our attorney if anything can be done. Paula Hughes shared the history of that particular property after a tree fell through the roof, and the effort she personally has put forth in the past to get Harris County to do something about it as it is a health hazard, with no results.

Also, Axel spoke about the TEPOA website that is now "different" from the previous one, and not set up properly. Unfortunately, it is managed by someone who doesn't want to do the job any longer. Also, it is locked down by Rebecca's old email address and she will not assist Axel in retrieving the information necessary to take it over. He cannot continue to deal with it in its present condition, but at the present time it is working. Rasoul asked if we could legally force the former Board Officer to release the information needed to take control of the website, and Axel replied it depended on how much it would cost to do it. In the meantime, he could attempt to take over the domain with his Board credentials, however, it is very time-consuming and he does not have the time to do it. He suggested we hire someone to do it. Additionally, Axel Kirchgessner mentioned the sign light and park lights that were out and need to be replaced. Lastly, Tommy Brooks said TEPOA should reconsider and have another vote to hire the help of a management company to professionally assist our Board in properly managing our association, as he knows from past experience what the Board is going through to do its job, and every couple of years the paper trail disappears.

Communications Report: Ann Pavalock reported she mailed 45 hard copies of the Timbergram to neighbors who requested it and sent the remainder in electronic form. Also, there are four positions on the Board expiring at the end of the year and Nominations Letters should go out by the end of October to be voted on in November. Kevin thanked Ann for doing a wonderful job on the Timbergram. A motion to accept the report was made by Sallie Chambers and seconded by George Franklin, and the motion passed.

Secretary's Report: Jane Plumlee mentioned the article in the Timbergram about loose dogs in the neighborhood, and that one owner has already fenced in his back yard to maintain his two dogs, so that's a good thing. A motion was made by Sallie Chambers and seconded by Rasoul to accept the report, and the motion passed.

Unfinished Business: Sallie Chambers asked if there would be a new directory, and Jane replied the Board hasn't discussed it yet. Kevin stated that he did not take care of repairing the lights at the lake and playground, nor the sign light, but that Axel was working on it. Teresa Ruiz asked if an HIR had been issued for the house on Cy-N. Houston with a new fence, large barn, and gravel yard, as it appears to be a commercial endeavor. Kevin replied that both he and Axel had personally visited with the owner who had applied for HIR's. Jane Plumlee remarked that the Board had initially received an HIR for the new fence. Due to the fact the county took right-of-way to improve Cy-N. Houston, the lot was left in a weird triangle shape. So, after Board made sure the fence would not obstruct the view of traffic from Tall Forest, and even though it would lie within the building setback lines, the HIR was approved. Soon after, the owner applied for another HIR to build a garage/storage shed on the existing slab, and the Board asked for a copy of his Permit and Application for Permit from Harris County, which he supplied. His Application stated the building would be a garage and storage area for his personal use. George Franklin remarked that the building was too close to the property line, and Jane stated the Board gave him permission to build, even though it is within the building setback line, as the building was on the side adjacent to the road and not a neighbor's property line. George Franklin claimed the owner poured a new slab, and Kevin said the new slab extension (according to his plans) was for an open porch. Kevin said the Board will revisit the owner if it appears he is violating our Business Policy.

George Franklin asked if any Board members contacted any other energy company to lower our electric rates, and Kevin remarked that no one has to date, and he himself dropped the ball in this regard.

Teresa Ruiz asked if there was any interest in planting trees at the park to replace those that have died. Paula Hughes said it would be impossible to water them. Sallie Chambers remarked that her cemetery association has water, but if available, would people water the trees? Kevin said it would be up to Teresa to get enough people together to form a committee, and to let the Board know. Kevin offered \$200 from the Association to buy trees. Julia asked if the Audubon Society still gives trees away. Kerry Tippit offered to plant the trees and Teresa said she would water them. Sallie motioned, to move forward to purchase and plant the trees, Julia Gaitz seconded and the motion passed.

Sallie Chambers asked if we would have Christmas lights at the lake this year and a Christmas decorations contest. Debbie said there was \$50 (four times a year) in the budget for these purposes. Kevin said for someone to form a committee to judge the decorations.

Julia Gaitz made a motion to adjourn, George Franklin seconded and motion passed at 7:55 P.M.