

Board Meeting Minutes- Timbergrove Manor Civic Club (TMCC)  
April 28, 2015

SCANNED

Meeting Called to Order: 7:05 PM      Quorum Requirement Met      Location: Rainbow Lodge

**In Attendance**

William Morfey-President	Peter Davies-Secretary	Paige Ochterbeck-Treasurer
Darlene Wayt – BM	Chris Ochterbeck-WS	Tim Louque-A
Kirk Guy-BM	Jennifer Vickers-TG	Forrest Andrews-BM

**Officer's Reports**

- Secretary's Report for March 31, 2015 – Peter Davies
  - A Motion to approve the corrected minutes by Darlene Wayt
  - Motion Seconded by Kirk Guy
  - Voice vote, no dissensions.
- Treasurer's Report – Paige Ochterbeck
  - Motion to approve the Treasurer's Report by Forrest Andrews
  - Motion Seconded by Darlene Wayt
  - Voice vote, no dissensions
  - Tax return has been filed for this year.

**Committee Reports**

- Activities – Tim Louque –Set Snow Festival date for December 5<sup>th</sup> Annual Independence Day Ice Cream Social for July 4<sup>th</sup>. Chairman is working on budget for the activities. Michelle Rey has volunteered to sponsor Casino Night at the Rainbow Lodge in September.
- Beautification – Flowers were planted in the esplanade.
- Block Captains – Shirkmere is needing a block captain.
- Design Review Committee (DRC)
  - Wister Court, Section 6 – The review by the committee “flagged” the design since it appeared that the proposed residence had a 2<sup>nd</sup> story whereas the deed restrictions limit houses to one story in this section; and asked the residents to revise the design.
- Deed Restriction Enforcement
  - There has been a complaint about a resident parking a 32 foot trailer in the driveway at 6146 Queenswood.
- Environmental Affairs-
  - 11<sup>th</sup> Street Park-
  - Jaycee Park- Geotechnical borings have been completed and the electrical design has started.
  - Southwaste-TCEQ Permit for expansion on-hold.
  - Bryce Street Chemical Feed Station-It is our understanding that the project will be publically let in June 2015.

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### Committee Reports (Continued)

- Membership
  - Gary Nordstrom's Report (Attached) - The membership is at 46% of households, which is a little ahead on last year's.
- Timbergram- Jennifer's report included a draft copy for review by the Board.
- Timbergreeter – There was a discussion concerning improving contacting new residents, including using the Block Captains.
- Web-Site
  - The neighborhood security questionnaires have been received and the website has a access port for residents to access.
  - A limited number of meeting minutes have been posted to the website; and the chair and secretary will continue to provide additional meeting minutes in the near future.
  - E-mails have been set up for all of the officers and chair persons.
- Yard of Month – No report.

### Old Business

- Darlene mentioned the upcoming speakers for the TMCC General Meetings

### New Business

- Darlene made a motion that the Board make a donation of \$350 to Sinclair Elementary for a trackless train at their Fall Festival. Peter Davies seconded the motion. By a show of hands the motion was approved.
- Neighborhood Security Meeting results – The meeting organizer responded that about 40 persons responded so far and they will prepare a summary report by May 31<sup>st</sup> and present the results to the membership.
- Kirk Guy made a motion to establish a standing Neighborhood Security Committee. Forrest Andrews seconded the motion. By a show of hands the motion was approved. Bill Morfey nominated Chris Ochterbeck to Chair the committee which was approved by the Board.
- Next Board Meeting is scheduled for May 26<sup>th</sup>.

### Motion to Adjourn

- Motion to adjourn by Peter Davies
- Voice vote, no dissensions.
- Meeting Adjourned at 8:20 PM.

The Board Meeting Minutes for April 28, 2015 will be presented to the TMCC Board on May 26, 2015 for their review, comment and corrections.

Peter Davies, TMCC Secretary



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Attached Reports



**Timbergrove Manor Civic Club**  
**Profit & Loss Budget Performance**  
March 31 through April 27, 2015

	<u>Mar 31 - Apr 27, 15</u>	<u>Jan 1 - Apr 27, 15</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Beautification Fund	30.00	793.00	1,000.00
Club Dues	1,945.00	21,095.00	26,500.00
Deed Rest. Enforcement Fund	20.00	564.00	700.00
Donations-4th of July	0.00	0.00	500.00
Donations-Easter Egg Hunt	0.00	500.00	500.00
Donations-Other	140.00	830.00	1,500.00
Donations-Snow Fest	0.00	0.00	3,000.00
Interest Income	168.00	424.88	300.00
Neighborhood Security Fund	120.00	1,323.00	1,500.00
Rummage Sale Rev.	430.00	655.00	300.00
Timbergram Adv. Revenue	140.00	4,125.00	5,590.00
<b>Total Income</b>	<u>2,993.00</u>	<u>30,309.88</u>	<u>41,390.00</u>
<b>Expense</b>			
4th of July	0.00	0.00	600.00
Bank Charges	11.01	92.86	300.00
Beautification	1,360.00	2,720.00	12,500.00
Casino Night	0.00	0.00	500.00
Donations	0.00	0.00	2,000.00
Easter Egg Hunt	783.08	783.08	700.00
General Meetings	50.00	236.80	500.00
Insurance	0.00	744.00	750.00
Membership	0.00	97.37	750.00
Misc./ Other	0.00	0.00	200.00
Neighborhood Security Expenses	44.87	44.87	300.00
Office/Postage	132.00	132.00	50.00
Professional Services	720.57	720.57	2,000.00
Rummage Sale/Shred Day Expense	602.86	690.11	600.00
Snow Fest	0.00	64.73	5,000.00
Storage Unit	440.00	440.00	500.00
Timbergram	609.00	2,177.00	6,213.00
Volunteer Dinner	0.00	0.00	1,250.00
Web Site	0.00	131.88	690.00
<b>Total Expense</b>	<u>4,753.39</u>	<u>9,075.27</u>	<u>35,403.00</u>
<b>Net Ordinary Income</b>	<u>-1,760.39</u>	<u>21,234.61</u>	<u>5,987.00</u>
<b>Net Income</b>	<u><u>-1,760.39</u></u>	<u><u>21,234.61</u></u>	<u><u>5,987.00</u></u>

**Timbergrove Manor Civic Club**  
**Balance Sheet**

As of April 27, 2015

Apr 27, 15

**ASSETS**

**Current Assets**

**Checking/Savings**

Integrity Bank CD - January 26,174.41

Integrity Bank CD - July 25,307.89

Integrity Bank Checking 44,070.17

**Total Checking/Savings** 95,552.47

**Total Current Assets** 95,552.47

**TOTAL ASSETS** 95,552.47

**LIABILITIES & EQUITY**

**Equity**

Opening Bal Equity 62,608.80

Unrestrict (retained earnings) 11,709.06

Net Income 21,234.61

**Total Equity** 95,552.47

**TOTAL LIABILITIES & EQUITY** 95,552.47

**Timbergrove Manor Civic Club**  
**Transaction Detail By Account**  
March 31 through April 27, 2015

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Original Amount</u>
<b>First National Bank</b>							
	Deposit	04/03/2015			Deposit	Interest Income	168.00
	Transfer	04/26/2015			Funds Transfer	Integrity Bank Checking	-14,564.78
Total First National Bank							
<b>Integrity Bank Checking</b>							
	Deposit	03/31/2015			Deposit	Donations-Other	75.00
	Deposit	03/31/2015			Deposit	Club Dues	375.00
	Deposit	03/31/2015			Deposit	Timbergram Adv. Revenue	70.00
	Deposit	03/31/2015			Deposit	Club Dues	310.00
	Deposit	04/12/2015			Deposit	Rummage Sale Rev.	400.00
	Deposit	04/12/2015			Deposit	Club Dues	360.00
	Check	04/26/2015	1301	Gary Nordstrom	Ads & Shredding	Rummage Sale/Shred Day Expense	-602.86
	Check	04/26/2015	1302	Gary Nordstrom	Food, setup, Face Painter, Clown	Easter Egg Hunt	-783.08
	Deposit	04/26/2015			Deposit	Club Dues	30.00
	Deposit	04/26/2015			Deposit	Club Dues	205.00
	Deposit	04/26/2015			Deposit	Club Dues	240.00
	Deposit	04/26/2015			Deposit	Club Dues	178.35
	Deposit	04/26/2015			Deposit	Club Dues	147.52
	Deposit	04/26/2015			Deposit	Club Dues	205.88
	Deposit	04/26/2015			Deposit	Club Dues	29.17
	Deposit	04/26/2015			Deposit	Club Dues	60.00
	Deposit	04/26/2015			Deposit	Club Dues	30.00
	Deposit	04/26/2015			Deposit	Club Dues	30.00
	Deposit	04/26/2015			Deposit	Timbergram Adv. Revenue	68.07
	Check	04/26/2015	1303	Crinion Davis & Richardson, LLP	Legal --Deed Restrictions	Professional Services	-720.57
	Check	04/26/2015	1304	US Postal Service	TMCC PO Box renewal 12 mo	Office/Postage	-132.00
	Check	04/26/2015	1305	Lillian Jolliffe	Gas reimbursement	Neighborhood Security Expenses	-32.87
	Check	04/26/2015	1306	Conrad Fertitta	Gas reimbursement	Neighborhood Security Expenses	-12.00
	Check	04/26/2015	1307	Prime Source	TG Coyote Special Edition Jan 2015	Timbergram	-609.00
	Check	04/26/2015	1308	Al's Lawn and Tree Service	March & April Lawn Service	Beautification	-1,360.00
	Check	04/26/2015	1309	Lazybrook Baptist Church	4/14 Security Mtg space	General Meetings	-50.00
	Check	04/26/2015	1310	W. 18th Street Self Storage	1 year renewal starting May 1	Storage Unit	-440.00
	Transfer	04/26/2015			Funds Transfer	First National Bank	14,564.78
Total Integrity Bank Checking							

**TOTAL**



Report for TMCC Board Meeting 4-28-15 Meeting  
Info from Lorraine Cherry and Darlene Wayt

Environmental Affairs

West 11<sup>th</sup> Street Park

- The fun run was very successful (400 people registered; 350 ran) and Friends of West 11<sup>th</sup> Street Park will be getting a check from the TMNA very soon for the trail project.

FEMA Lots

- In response to 311 calls, Neighborhood Protection has posted all of the FEMA lots for overgrown grass. These lots are currently owned by Harris County Flood Control and they mow on a monthly schedule from April until November but they have not yet started mowing for this year.

West 11<sup>th</sup> Street Sidewalks

- The sidewalks are still obstructed in 4 areas. These areas have been reported to Jack Valinski, SN 14's COH DON liaison, and Jack in turn forwarded this info twice to the PWE inspector. Jack also did another set of 311's last week for the areas still obstructed.

Jaycee Park

- The CIP Schedule has been distributed via email, hard copies and is on our websites and FB Jaycee Park.
- Per Lisa Johnson, the Parks Program Manager, the geotechnical borings are complete, a report is being compiled, and the electrical design is in progress.
- Per Johnson, a cost proposal is in the works to upgrade the seat and roof of the small tennis court shelter. If approved by HPARD, the funds will come out of a maintenance fund, not the CIP allocation.

Old Business

Upcoming TMCC Meetings

- May 12- Harvin Moore, Abby Taylor/Erin Grossman at Sinclair at 7:00 p.m.
- September 8 – CM Ellen Cohen at Sinclair at 7:00 p.m.
- November 10 – Open but third attempt to schedule Jack Cagle is in the works

New Business

MOTION: That the TMCC sponsor the trackless train for Sinclair's 2015 fall festival by donating \$350 to the Sinclair PTA.

2015 Membership Statistics													
Payment Source	Source %	Dues		Beautification		Legal / Deed Restrictions		Neighborhood Security		Rummage & Event Sponsorship		Other / Fee Reimbursement	
		Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt
Events	0%	1	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Mail	68%	388	\$ 15,180	35	\$ 673	21	\$ 434	51	\$ 913	6	\$ 100	22	\$ 615
Meeting	6%	34	\$ 1,350	-	\$ -	1	\$ 30	1	\$ 40	-	\$ -	1	\$ 30
Website	13%	76	\$ 3,390	7	\$ 150	4	\$ 90	10	\$ 340	2	\$ 30	51	\$ 74
Square CC	2%	10	\$ 480	-	\$ -	-	\$ -	-	\$ -	-	\$ -	3	\$ (9)
Other / Prepaid	11%	63	\$ 45	-	\$ 20	-	\$ -	-	\$ 20	1	\$ 1,025	-	\$ -
<b>2015 Total</b>		<b>572</b>	<b>\$ 20,445</b>	<b>42</b>	<b>\$ 843</b>	<b>26</b>	<b>\$ 554</b>	<b>62</b>	<b>\$ 1,313</b>	<b>9</b>	<b>\$ 1,155</b>	<b>77</b>	<b>\$ 710</b>
2014 Total		734	\$ 30,000	54	\$ 1,163	35	\$ 1,033	84	\$ 2,335	5	\$ 3,625	41	\$ 1,649
2013 Total		744	\$ 27,235	20	\$ 605	5	\$ 95	20	\$ 620	0	\$ -	93	\$ 2,750
		<u># Homes</u>		<u>Amount</u>		<u>Avg. Pymt</u>		<u>2014 Avg.</u>		<u>2013 Avg.</u>			
2015 Dues Budget		883		\$ 26,500		\$ 30.00							
Paid Homes		571	65%	\$ 20,445	77%	\$ 35.81		\$ 41.44		\$ 36.51			
Remaining to Budget		312		\$ 6,055									
To Meet # Homes Budget		312		\$ 9,370		\$ 30.00							
To Meet \$ Budget		169		\$ 6,055		\$ 35.81							

Membership Statistics - Section Comparison							
Section	2015 Paid Homes		2014 Paid Homes		2013 Paid	2012 Paid	Total Homes
5	91	55%	101	60%	59%	50%	165
6	136	43%	177	56%	61%	47%	315
7	77	50%	96	60%	65%	52%	155
8	45	41%	69	61%	63%	44%	111
9	19	51%	25	68%	65%	57%	37
10	36	46%	48	61%	57%	47%	79
11	35	57%	37	61%	64%	52%	61
12	24	47%	33	65%	63%	61%	51
13	52	41%	70	55%	55%	41%	128
14	56	44%	78	59%	56%	41%	128
<b>Total</b>	<b>571</b>	<b>46%</b>	<b>734</b>	<b>59%</b>	<b>61%</b>	<b>48%</b>	<b>1230</b>

Membership Statistics - Annual Comparison											
	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
<b>Dues Paid</b>	20,445	30,000	27,235	21,150	23,720	23,970	24,580	25,110	23,910	24,750	26,230
<b>Houses Paid</b>	572	734	745	588	670	685	714	750	784	839	885
<b>% Paid</b>	47%	60%	61%	48%	55%	56%	58%	61%	64%	68%	72%
<b>TMCC Meeting Attendance</b>											
January	45	30	24	-	-	-	-	-	-	-	-
March	87	40	36	-	-	-	-	-	-	-	-
May	-	47	21	-	-	-	-	-	-	-	-
September	-	56	35	-	-	-	-	-	-	-	-
November	-	53	20	-	-	-	-	-	-	-	-

