

Board Meeting Minutes- Timbergrove Manor Civic Club (TMCC)
May 26, 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	Traci Riley -DR
Kirk Guy-BM	Jennifer Vickers-TG	Alexandra Berry

Officer's Reports

- Secretary's Report for April 28, 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
 - A Motion to approve the Treasurer's Report was made by Peter Davies
 - Motion Seconded by Darlene Wayt
 - Voice vote, no dissensions

Committee Reports

- Activities – Tim Louque – Is currently In discussion with Sharon Ettinger about sponsoring the Annual Independence Day Ice Cream Social for July 4th.
- Beautification –
 - There has been a request to have the crepe myrtles on Ella trimmed at the base and cut low hanging branches on West T.C. Jester near 18th Street.
 - Traci volunteered to draft a letter to residents concerning foliage blocking sidewalks along West 11th Street to request they trim back vegetation blocking the sidewalks.
 - Paige reviewed the lack of progress in resolving the water meter issue/bill for the irrigation meter on West 11th Street. There is a question about whether the meter can be deeded to the City of Houston.
- Block Captains – No report.
- Design Review Committee (DRC)
 - 6303 Waltway, Section 6 - approval letter sent 04/22/15 for a new 1-story residence for John Hay.
 - 1606 Droxford Dr, Section 11 - Approval letter sent 04/25/15 for a new 2-story residence for Rachel and Andrew Martin.
 - 6206 Wister Ln, Section 6 - Approval letter sent 05/25/15 for a carport addition for Anthony and Kimberly Spaeth.

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Committee Reports (Continued)

- 6703 Lindyann Ln, Section 8 - Approval letter sent 05/25/15 for a rear addition master suite for Eric McClusky.
- Under review: 6414 Lindyann Ln - Submission for new 2-story residence by Dr. Athre. Two votes to approve, one vote to not approve, 2 votes not yet cast. Attached are the plans for the submission for your information.
- Deed Restriction Enforcement
 - There has been a complaint about a resident parking a 32 foot trailer in the driveway at 6146 Queenswood. Traci has been trying to contact the resident to resolve the issue.
 - Tree has fallen over on the vacant lot at the corner of Shelterwood and Queenswood.
- Environmental Affairs (As Presented)
 1. West 11th Street Park:
 - a. No further progress will be possible on the trail project until this unusually wet spell finally ends. We have been in contact with the Houston Parks Board to get price estimates for the proposed work.
 - b. An additional volunteer gardener has signed on to assist Wally Ward in selecting and installing plants in the butterfly gardens on the southeast corner. We are still looking for a volunteer/volunteers who would like to assume responsibility for regular maintenance in the garden, with costs underwritten by Friends of West 11th Street Park.
 2. Bryce Street proposed trail head park: This project is being funded and constructed by the Memorial Heights TIRZ (TIRZ 5) which manages much of the property immediately adjacent to White Oak Bayou on both sides of the bayou. The project is a line item in their 2015 budget, with \$615,000 allotted for construction. I spoke with Ralph De Leon, city liaison to the TIRZ groups, and he told me that the TIRZ is currently working on the right-of-entry (ROE) for the site. For an outside group to enter and conduct capital improvements on any piece of city property, the city must first grant a formal ROE. The complication in this case is that the tract is co-owned by two different departments at the city (Parks & Recreation and Public Works & Engineering), plus two cost centers within Public Works. Right now the city attorney is working on the ROE. And the construction contract still has to be bid, etc.
 3. Southwaste Disposal: The permit application to expand the facility is still on hold, at the request of Southwaste. A second permit application to perform odor-abating improvements at the current facility appears to have been approved. However no improvements have been made, and residents report that the smell is as bad as ever. A recently passed state bill making it more difficult for citizens to have a contested case hearing will apparently not be applicable in the case of Southwaste, as all resolutions that were filed previous to passage of the bill, including resolutions that are withdrawn and then re-filed with substantial similarities to the original petition as well as resolutions that are tabled and then reactivated at a later date, are subject to the law as it existed when they were originally filed.

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Committee Reports (Continued)

4. Jaycee Park –See attached project schedule provided by the COH
- Membership (Report Attached)
 - Gary Nordstrom's Report (Attached) - The membership is at 48% of households.
 - Neighborhood Security - The questionnaires have been processed and the general consensus is that about 80% of the respondents preferred the Harris County Precinct 1 Constable's Office with the average donation being +/- \$220 per household. Chris indicated he would have the final report by June's meeting.
 - Timbergram- Deadline is June 15th.
 - Timbergreeter – Alex Berry came to the meeting and introduced herself to the Board. She had a number of suggestions for future activities for reaching out and greeting the new residents. The President nominated Alex to be a committee member and by a show of hands the motion was approved by the Board.
 - Web-Site – Meeting Minutes have been posted to the web-site.
 - Yard of Month – No report.

Old Business

- September 8th General Meeting – Councilmember Ellen Cohen is scheduled to speak
- November 10th General Meeting –Harris County Community Assistance Department

New Business

- There are concerns about the new apartment development/construction on West 11th Street concerning the sight distance for the proposed entrance near Shelterwood. Traci will e-mail the requestor concerning contacting the developer.
- There was a discussion about skipping either the July or August Board Meeting. A motion was made by to skip the August Board meeting
- Next Board Meeting is scheduled for June 30th.

Motion to Adjourn


- Motion to adjourn by Paige Ochterbeck and seconded by Peter Davies
- Voice vote, no dissentions.
- Meeting Adjourned at 8:30 PM.

These Board Meeting Notes for May 26, 2015 were presented to the TMCC Board on June 30, 2015 for their review and were approved with corrections.

Respectfully Submitted

Peter Davies, TMCC Secretary

Attachments



July 1, 2015

Timbergrove Manor Civic Club
Profit & Loss Budget Performance
April 28 through May 26, 2015

	<u>Apr 28 - May 26, 15</u>	<u>Jan 1 - May 26, 15</u>	<u>Annual Budget</u>
Ordinary Income/Expense			
Income			
Beautification Fund	0.00	793.00	1,000.00
Club Dues	450.00	21,605.00	26,500.00
Deed Rest. Enforcement Fund	0.00	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	0.00	830.00	1,500.00
Donations-Snow Fest	0.00	0.00	3,000.00
Interest Income	0.00	424.88	300.00
Neighborhood Security Fund	40.00	1,363.00	1,500.00
Rummage Sale Rev.	0.00	655.00	300.00
Timbergram Adv. Revenue	0.00	4,125.00	5,590.00
Total Income	<u>490.00</u>	<u>30,859.88</u>	<u>41,390.00</u>
Expense			
4th of July	0.00	0.00	600.00
Bank Charges	3.59	98.10	300.00
Beautification	0.00	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	30.00	813.08	700.00
General Meetings	88.40	325.20	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	0.00	44.87	300.00
Office/Postage	0.00	132.00	50.00
Professional Services	0.00	720.57	2,000.00
Rummage Sale/Shred Day Expense	0.00	690.11	600.00
Snow Fest	0.00	64.73	5,000.00
Storage Unit	0.00	440.00	500.00
Timbergram	759.00	2,936.00	6,213.00
Volunteer Dinner	0.00	0.00	1,250.00
Web Site	0.00	131.88	690.00
Total Expense	<u>880.99</u>	<u>9,957.91</u>	<u>35,403.00</u>
Net Ordinary Income	<u>-390.99</u>	<u>20,901.97</u>	<u>5,987.00</u>
Net Income	<u><u>-390.99</u></u>	<u><u>20,901.97</u></u>	<u><u>5,987.00</u></u>

Timbergrove Manor Civic Club
Balance Sheet
As of May 26, 2015

May 26, 15

ASSETS

Current Assets

Checking/Savings

Integrity Bank CD - January 26,174.41

Integrity Bank CD - July 25,307.89

Integrity Bank Checking 43,737.53

Total Checking/Savings 95,219.83

Total Current Assets 95,219.83

TOTAL ASSETS 95,219.83

LIABILITIES & EQUITY

Equity

Opening Bal Equity 62,608.80

Unrestrict (retained earnings) 11,709.06

Net Income 20,901.97

Total Equity 95,219.83

TOTAL LIABILITIES & EQUITY 95,219.83

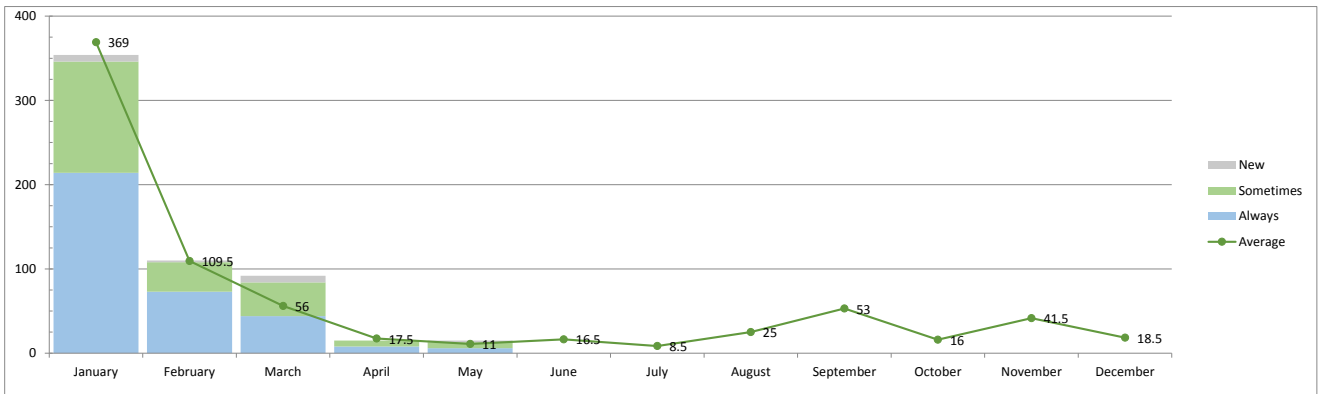
Timbergrove Manor Civic Club
Transaction Detail By Account
 April 28 through May 26, 2015

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Original Amount</u>
Integrity Bank Checking							
	Check	04/28/2015	1311	Gary Nordstrom	Easter Eggs	Easter Egg Hunt	-30.00
	Check	05/12/2015	1312	Darlene Wayt	Gen Mtg Food May 12	General Meetings	-88.40
	Check	05/12/2015	1313	Janet Ruhnke	May TG Delivery	Timbergram	-150.00
	Deposit	05/26/2015			Deposit	Club Dues	120.00
	Deposit	05/26/2015			Deposit	Club Dues	180.00
	Deposit	05/26/2015			Deposit	Club Dues	157.24
	Deposit	05/26/2015			Deposit	Club Dues	29.17
	Check	05/26/2015	1314	Prime Source	May TG Printing	Timbergram	-609.00
Total Integrity Bank Checking							
TOTAL							

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%	396	\$ 15,480	35	\$ 673	21	\$ 434	51	\$ 913	6	\$ 100	22	\$ 615
Meeting	6%	34	\$ 1,350	-	\$ -	1	\$ 30	1	\$ 40	-	\$ -	2	\$ 30
Website	14%	82	\$ 3,660	7	\$ 150	4	\$ 90	11	\$ 380	2	\$ 30	53	\$ 69
Square CC	2%	10	\$ 480	-	\$ -	-	\$ -	-	\$ -	-	\$ -	3	\$ (9)
Other / Prepaid	11%	63	\$ 75	-	\$ 20	-	\$ -	-	\$ 20	1	\$ 1,025	-	\$ -
2015 Total		586	\$ 21,045	42	\$ 843	26	\$ 554	63	\$ 1,353	9	\$ 1,155	80	\$ 705
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		586	66%	\$ 21,045	79%	\$ 35.91		\$ 41.44		\$ 36.51			
Remaining to Budget		<u>297</u>		<u>\$ 5,455</u>									
To Meet # Homes Budget		297		\$ 8,920		\$ 30.00							
To Meet \$ Budget		152		\$ 5,455		\$ 35.91							

Membership Statistics - Section Comparison								
Section	2015 Paid Homes		2014 Paid Homes		2013 Paid	2012 Paid	Total Homes	
5	92	56%	101	60%	59%	50%	165	
6	137	43%	177	56%	61%	47%	315	
7	80	52%	96	60%	65%	52%	155	
8	47	42%	69	61%	63%	44%	111	
9	19	51%	25	68%	65%	57%	37	
10	37	47%	48	61%	57%	47%	79	
11	37	61%	37	61%	64%	52%	61	
12	26	51%	33	65%	63%	61%	51	
13	54	42%	70	55%	55%	41%	128	
14	57	45%	78	59%	56%	41%	128	
Total	586	48%	734	60%	61%	48%	1230	

Membership Statistics - Annual Comparison											
	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
Dues Paid	21,045	30,000	27,235	21,150	23,720	23,970	24,580	25,110	23,910	24,750	26,230
Houses Paid	586	734	745	588	670	685	714	750	784	839	885
% Paid	48%	60%	61%	48%	55%	56%	58%	61%	64%	68%	72%
TMCC Meeting Attendance											
January	45	30	24	-	-	-	-	-	-	-	-
March	87	40	36	-	-	-	-	-	-	-	-
May	35	47	21	-	-	-	-	-	-	-	-
September	-	56	35	-	-	-	-	-	-	-	-
November	-	53	20	-	-	-	-	-	-	-	-



Membership Statistics - By Length of Residence	
2015 Payments	2014 Payments

JAYCEE PARK PROJECT SCHEDULE

ID	Task Mode	Task Name	Duration	Start	Finish	4th Quarter				1st Quarter			2nd Quarter			3rd Quarter
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	✦	Design (w HPARD review)	44 days	Fri 2/27/15	Wed 4/29/15		[Red bar]									
2	✦	Geotechnical	32 days	Thu 3/5/15	Fri 4/17/15		[Red bar]									
3	✦	Permitting	22 days	Wed 5/6/15	Thu 6/4/15				[Yellow bar]							
4	✦	JOC contractor proposal	33 days	Wed 5/6/15	Fri 6/19/15				[Yellow bar]							
5	✦	JOC work authorization GSD	25 days	Mon 6/22/15	Fri 7/24/15					[Yellow bar]						
6	✦	MUSCO lead time	66 days	Mon 7/27/15	Mon 10/26/15						[Blue bar]					
7	✦	Contractor site work	50 days	Tue 9/15/15	Mon 11/23/15							[Green bar]				
8	✦	Substantial Completion	1 day	Tue 12/1/15	Tue 12/1/15											

Project: Jaycee Project Schedule
Date: Tue 3/10/15

Task	[Blue bar]	Project Summary	[Dashed bar]	Inactive Milestone	◇	Manual Summary Rollup	[Blue bar]	Deadline	↓
Split	[Dotted bar]	External Tasks	[Dashed bar]	Inactive Summary	◇	Manual Summary	[Blue bar]	Progress	[Red bar]
Milestone	◆	External Milestone	↓	Manual Task	[Blue bar]	Start-only	C		
Summary	[Dashed bar]	Inactive Task	[Dashed bar]	Duration-only	[Blue bar]	Finish-only	∩		