

Minutes - Timbergrove Manor Civic Club (TMCC) Board Meeting 1/26/16

Called to Order at 7:05 PM – Quorum Met

Location: Rainbow Lodge

Attendance – See attached attendance sheet

- Neighborhood Security Committee
 - SEALS Security Brief
 - Chris and Jennifer reported on the activities of the Committee since the last meeting as noted in the attached report.
 - Chris tendered his resignation as Co-Chair of the Committee which was accepted. Paige Ochterbeck made a motion to nominate Dale Dugas as Co-Chair which was seconded by Lorraine Cherry. By a show of hand, the motion was approved.
 - Guy Kirk made a motion that: The TMCC Board of Directors authorizes the Timbergram Committee to create a TMCC Facebook Page; with the TMCC President and Vice President overseeing the administration of the Page. The Motion was seconded by Lorraine Cherry. Following a discussion, the motion was approved by a show of hands.
 - As of today the funding is available for seven (7) months of security.

Officer's Reports

- Secretary's Report (Meeting Minutes for 12/29/15 Meeting) Darlene Wayt made a motion to accept the minutes which was seconded by Gary Nordstrom. By a show of hands the motion was approved and the final minutes will be posted to the TMCC Website.
- Treasurer's Report (1/26/16) - Paige reviewed the report, which is attached. Kirk Guy made a motion to accept the report, which was seconded by Gary Nordstrom. By a show of hands, the motion was approved and the report was approved as attached.
- Proposed 2016 Budget – Following review and minor edits, Darlene Wayt made a motion to accept the report, which was seconded by Gary Nordstrom. By a show of hands, the motion was approved and the report was approved as attached.

Committee Reports

- Activities
 - Snow Fest debriefing is scheduled for Tuesday February 2nd.
 - A discussion was initiated about the Annual Rummage Sale. Paige Ocheterbeck made a motion that TMCC cancels the 2016 Neighborhood Rummage Sale. Darlene Wayt seconded the motion, which approved with one abstention. Paige made a motion to remove the 2016 Budget Item, which was seconded by Gary and approved by a show of hands.
- Beautification – HCFCD representatives have contacted Leslie concerning remedial work at the FEMA lots along West 11th Street. HCFCD crews are on site removing the existing fencing that was in disrepair and trimming trees and oleanders.
- Block Captains – 5 Blocks needing Captains. Carolyn sent out requests for the areas.
- Design Review Committee – No formal report. One DRC member has moved and is no longer a member of the committee. Lauren Tschope volunteered to serve on the Timbergram Committee to facilitate the dissemination of Design Review Committee reports to the membership.

Minutes - Timbergrove Manor Civic Club (TMCC) Board Meeting 1/26/16

Committee Reports Continued

- Deed Restriction Enforcement – Traci reviewed her activities since the past meeting. The majority of complaints was concerning the house under construction on the southeast corner of Shirkmere and Waltway. It was determined that there were no deed restriction violations.
- Environmental Affairs-
 - West 11th Street Park – The COH has agreed to post no dogs off leash signs in the park.
 - Bryce Street Trailhead Park – No activity.
 - Timbergrove Manor Park Possible Homeless Encampment – There have been reports that there are homeless persons encamped in the park.
 - Jaycee Park– Darlene reviewed her report, which is attached.
 - Bryce Street Chemical Feed Station Project – It was agreed that the TMCC would attend the scheduled monthly construction meetings. The items of concern are as follows is:
 - Attendance at Monthly Meetings
 - \$25,000 Landscaping Allowance
 - Mural or Painting for Silos
 - Updates on work and schedule
- Membership – Membership participation is on track with last year's figures. See attached report and analysis.
- Timbergram – Report submitted and there were no questions.
- Timbergreeter – Carolyn has visited several of the recently sold houses and have had limited success contacting the new owners,
- Yard of Month – No report
- Web-Site – The Chairman made a brief presentation.

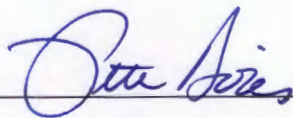
Old Business -None.

New Business

- Chris reported about the proposed Texas High Speed Rail project that is in the planning stage and will make further reports concerning the project.
- Meeting was adjourned at 9:15 PM.

Above meeting minutes, as prepared by Peter Davies, were submitted to the TMCC Board and approved with corrections on February 23rd, 2016.

Peter Davies



TMCC Secretary

Attached Reports

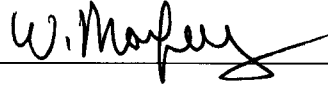
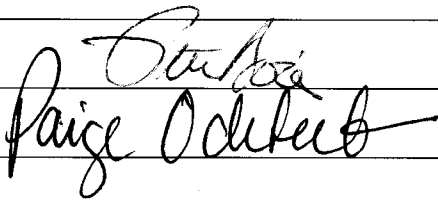
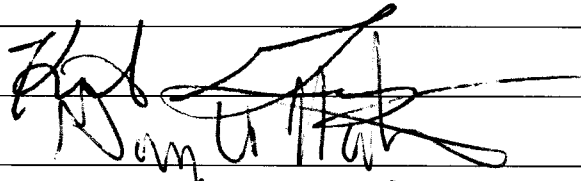
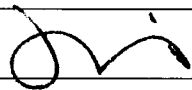


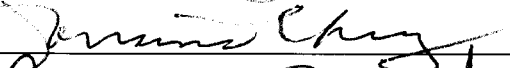

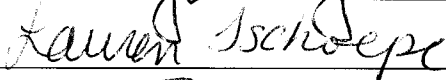
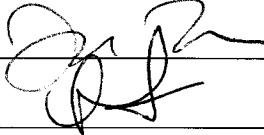
TIMBERGROVE MANOR CIVIC CLUB (TMCC)

Board Meeting ATTENDANCE LIST

DATE: January 26, 2016

Location: Rainbow Lodge

Name - Title
William Morfey - President
Leslie Hillendahl - VP
Peter Davies - Secretary
Paige Ochterbeck - Treasurer
Forrest Andrews - Director
Lorraine Cherry - Director
Kirk Guy - Director
Gary Nordstrom - Director
Darlene Wayt - Director
JENNIFER VICKERS
TIM LOUQUE
DALE DUGGS
Chris Ochterbeck
Lorraine Cherry
Carolyn Bryant
Lauren Tschoepe
Justin Tschoepe
Traci Riley

Signature











Timbergrove Manor Civic Club
Profit & Loss Budget Performance
January 1 - 25, 2016

	<u>Jan 1 - 25, 16</u>	<u>Annual Budget</u>
Ordinary Income/Expense		
Income		
Beautification Fund	810.00	1,000.00
Club Dues	12,090.00	27,000.00
Deed Rest. Enforcement Fund	260.00	700.00
Donations-4th of July	0.00	500.00
Donations-Easter Egg Hunt	0.00	500.00
Donations-Other	989.12	2,000.00
Donations-Snow Fest	0.00	3,000.00
Donations-W. 11th St Park	905.00	500.00
Interest Income	0.00	440.00
Jaycee Park Port-0 Units	1,060.00	3,200.00
Private Security Fund	29,070.00	66,560.00
Rummage Sale Rev.	0.00	600.00
Timbergram Adv. Revenue	70.00	5,505.00
Total Income	<u>45,254.12</u>	<u>111,505.00</u>
Expense		
4th of July	0.00	600.00
Bank Charges	285.95	1,000.00
Beautification	0.00	12,500.00
Donations	0.00	2,000.00
Easter Egg Hunt	0.00	800.00
General Meetings	118.40	650.00
Insurance	744.00	750.00
Jaycee Park Port-o Units	0.00	3,200.00
Membership	302.03	750.00
Misc./ Other	0.00	300.00
Neighborhood Security Expenses	24.30	300.00
Office/Postage	0.00	50.00
Private Security	5,088.00	66,560.00
Professional Services	0.00	1,000.00
Rummage Sale/Shred Day Expense	0.00	700.00
Snow Fest	0.00	5,250.00
Storage Unit	0.00	440.00
Timbergram	873.00	5,505.00
Timbergreeters	0.00	500.00
Volunteer Dinner	0.00	1,250.00
Web Site	0.00	225.00
Total Expense	<u>7,435.68</u>	<u>104,330.00</u>
Net Ordinary Income	<u>37,818.44</u>	<u>7,175.00</u>
Net Income	<u><u>37,818.44</u></u>	<u><u>7,175.00</u></u>

Timbergrove Manor Civic Club
Balance Sheet

As of January 25, 2016

Jan 25, 16

ASSETS

Current Assets

Checking/Savings

Integrity Bank CD - January 26,174.41

Integrity Bank CD - July 25,307.89

Integrity Bank Checking 92,288.89

Total Checking/Savings 143,771.19

Total Current Assets 143,771.19

TOTAL ASSETS 143,771.19

LIABILITIES & EQUITY

Equity

Opening Bal Equity 62,608.80

Unrestrict (retained earnings) 43,343.95

Net Income 37,818.44

Total Equity 143,771.19

TOTAL LIABILITIES & EQUITY 143,771.19

Timbergrove Manor Civic Club
Transaction Detail By Account
January 1 - 25, 2016

Type	Date	Num	Name	Memo	Split	Original Amount
Integrity Bank Checking						
Check	01/10/2016	1361	Rob Schmerler Ins. Agency	INV 2496 2016 Director's Liability	Insurance	-744.00
Check	01/10/2016	1362	Prime Source	January TG Printing	Timbergram	-698.00
Check	01/24/2016	1367	Janet Ruhnke	Jan TG Delivery	Timbergram	-175.00
Deposit	01/24/2016			Deposit	-SPLIT-	1,060.00
Deposit	01/24/2016			Deposit	-SPLIT-	365.00
Deposit	01/24/2016			Deposit	-SPLIT-	7,590.00
Deposit	01/24/2016			Deposit	-SPLIT-	13,825.00
Deposit	01/24/2016			Deposit	-SPLIT-	2,070.00
Deposit	01/24/2016			Deposit	-SPLIT-	97.25
Deposit	01/24/2016			Deposit	-SPLIT-	1,145.66
Deposit	01/24/2016			Deposit	-SPLIT-	778.44
Deposit	01/24/2016			Deposit	-SPLIT-	58.35
Deposit	01/24/2016			Deposit	-SPLIT-	230.19
Deposit	01/24/2016			Deposit	-SPLIT-	60.00
Deposit	01/24/2016			Deposit	-SPLIT-	1,076.70
Deposit	01/24/2016			Deposit	-SPLIT-	494.78
Deposit	01/24/2016			Deposit	-SPLIT-	617.62
Check	01/24/2016	1368	Darlene Wayt	Jan Gen Mtg Food	General Meetings	-88.40
Deposit	01/24/2016			Deposit	-SPLIT-	464.36
Deposit	01/24/2016			Deposit	-SPLIT-	109.45
Deposit	01/24/2016			Deposit	-SPLIT-	1,053.60
Check	01/24/2016	1369	Conrad Fertitta	Jan gas reimbursement CoP	Neighborhood Security Expenses	-24.30
Check	01/24/2016	1370	Gary Nordstrom	Membership Mailing/Janitorial	-SPLIT-	-332.03
Deposit	01/24/2016			Deposit	-SPLIT-	1,180.38
Deposit	01/24/2016			Deposit	-SPLIT-	846.52
Deposit	01/24/2016			Deposit	-SPLIT-	310.00
Deposit	01/24/2016			Deposit	-SPLIT-	310.00
Deposit	01/24/2016			Deposit	-SPLIT-	1,029.27
Deposit	01/24/2016			Deposit	-SPLIT-	9,950.00
Deposit	01/24/2016			Deposit	-SPLIT-	245.60
Check	01/25/2016	1371	Seal Security Solutions LLC	12/16/15-01/15/16 INV 29001	Private Security	-5,088.00

Total Integrity Bank Checking

TOTAL

Timbergrove Manor Civic Club
Account QuickReport
 August 1, 2015 through January 25, 2016

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Unrestrict (retained earnings)							
	Closing Entry	12/31/2015					<u>19,660.00</u>
Total Unrestrict (retained earnings)							19,660.00
Private Security Fund							
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	645.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	285.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	4,330.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	9,250.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	1,540.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	40.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	750.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	500.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	175.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	750.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	250.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	300.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	175.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	175.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	10.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	810.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	800.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	600.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	250.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	250.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	770.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	6,305.00
	Deposit	01/24/2016			Deposit	Integrity Bank Checking	<u>110.00</u>
Total Private Security Fund							<u>29,070.00</u>
TOTAL							<u><u>48,730.00</u></u>

Timbergrove Manor Civic Club
Account QuickReport
 November 1, 2015 through January 25, 2016

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Unrestrict (retained earnings)							
	Closing Entry	12/31/2015					<u>5,361.40</u>
Total Unrestrict (retained earnings)							<u>5,361.40</u>
Private Security							
	Check	01/25/2016	1371	Seal Security Solutions LLC	12/16/15-01/15/16 INV 29001	Integrity Bank Checking	<u>5,088.00</u>
Total Private Security							<u>5,088.00</u>
TOTAL							<u><u>10,449.40</u></u>

Report for TMCC January 26, 2016 Board Meeting

Bryce Chemical Feed Station Rebuild

Bill, has Jeff Masek, COH PWE Managing Engineer, provided the monthly meeting dates? If yes, what are the dates and who from the TMCC will attend the meetings? If no, who will follow up with Masek to get the meeting dates?

Board, I think we should get going on deciding exactly what we want Masek's team to do with the \$25,000 allocated but not specified for beautification of the site. I walked around the site this past Thursday. I suggest, as a start, a clean-up of all dead, brittle foliage, whether from bushes or trees, and then tree trimming of the established trees that surround the feed station to get rid of dead limbs/branches and improve the look of the trees that will help camouflage the tanks. What other landscaping do you want? Who will design/draw up those plans?

The COH and Alan Plummer reps weren't encouraging about a mural, saying art work may be compromised when the tanks need maintenance and the implication to me was getting artwork restored may be difficult and costly in the years ahead. It may be prudent to agree to a camouflage color. So, do you want to pursue a mural/artwork for the tanks? Do you want to agree with their choice of beige for the tanks? Sky blue was also suggested so what do you think about sky blue? Mottling of beige & blue?

West 11th Street - Woodbrook & Shelterwood FEMA Lots

- At a meeting at the sites on 1-21-16 with Leslie Hillendahl, Darlene Wayt and Sandra Musgrove, Director Infrastructure Division HCFCD:
- 6015 Woodbrook and 1031 Shelterwood FEMA lots – the fences facing W. 11th Street will be removed, the lot cleaned, stumps removed.
- 6011 Woodbrook – Leslie will contact the homeowner to see if she/he wants the fence segment perpendicular to the fence segment that faces W. 11th Street; if not, HCFCD will remove that too.
- Other FEMA lots – Ms. Musgrove will see that they are mowed 8x per year; the FEMA lots will stay vacant because that was a condition of using federal funds for the buyout, purpose being to prevent flooding.
- Contact: Sandra Musgrove, HCFCD Director Infrastructure Division, sandra.musgrove@hcfcd.org, 713-684-4112 (Direct), 281-924-5170 (Cell)

Jaycee Park Splash Pad

On 1-22-16 Bullion Coatings did surface repair work. On 1-23-16 Alexander Angelescu of Houston Parks Board, Pete Davies and Darlene Wayt met and inspected the work. Materials used were scattered on the grounds; a barrel was jammed; razor blades and a screwdriver were left on the surface of the splash pad. The 3 of us cleaned up the site and removed the vendor's garbage from the park. Angelescu said the vendor will be notified. A final walk through of the site should be 1-25 or 1-26-16. Angelescu will include Pete and Darlene.

Jaycee Park CIP

A security container for the project equipment and poles were placed in the park on 1-7-16. Per Duncan Elliott, Project Manager, in a 1-6-16 email, pending weather and anything unforeseen, the latest time frame is:

- End of January: Disconnect Centerpoint service, demolition of existing poles. Installation of new poles.
- Early February: Trenching for new wiring, installation of conduit, concrete duct bank, and wiring. Electrical tests. Replacement of shed at tennis court.
- End of February: Site clean-up/ sodding of areas disturbed by construction. Punch list and close-out.
- Contacts: Duncan Elliott, Project Manager, duncan.elliott@houstontx.gov, 832-393-8044
Lisa Johnson, Division Manager, lisa.johnson@houstontx.gov, 832-393-8081 (O),
713-305-8156 (C)

TMCC Guest Speakers

- March 8, 2016 – Michael Norvell & Tommy Britt, topic is RUN the GROVE 5K fun run and what it means for our area, especially W. 11th Street Park
- May 10, 2016 – Sgt. Tracy Hicks, HPD, Auto Theft Prevention Training
- September 13, 2016 – Sinclair/HISD oriented meeting
- November 8, 2016 – Open & this is a national Election Day

Timbergrove Manor Civic Club Membership Committee Report as of 1/24/2016

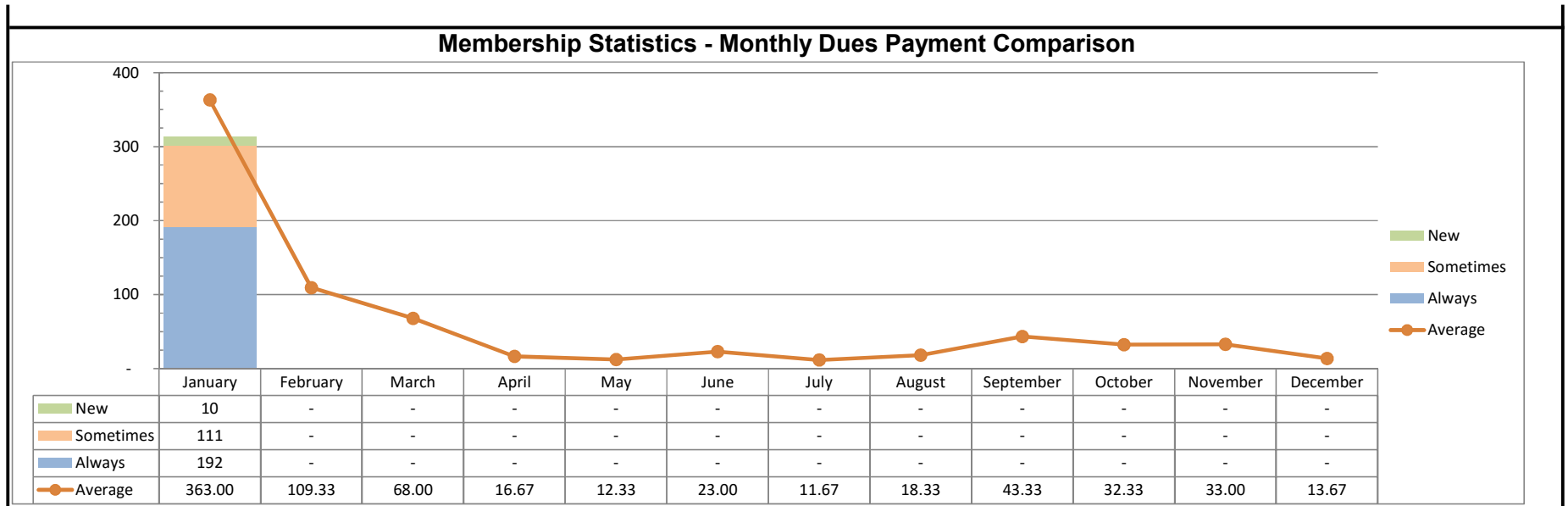
2016 Membership & Donation Information												
Income	Mail		Website		Events/Square		Meeting		Other / Prepaid		Total	
	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt
Dues	231	9,000.00	54	2,430.00	3	150.00	13	510.00	12	-	313	12,090.00
Beautification	12	500.00	10	310.00	-	-	-	-	-	-	22	810.00
Deed Restriction	7	120.00	4	140.00	-	-	-	-	-	-	11	260.00
4th of July	-	-	-	-	-	-	-	-	-	-	-	-
Easter Egg Hunt	-	-	-	-	-	-	-	-	-	-	-	-
Snow Fest	-	-	-	-	-	-	-	-	-	-	-	-
Security	108	20,530.00	32	6,540.00	3	460.00	9	1,540.00	-	-	152	29,070.00
Rummage Sale	-	-	-	-	-	-	-	-	-	-	-	-
Timbergram Ads	-	-	1	70.00	-	-	-	-	-	-	1	70.00
Jaycee Park	24	875.00	7	185.00	-	-	-	-	-	-	31	1,060.00
W. 11th St. Park	27	745.00	3	160.00	-	-	-	-	-	-	30	905.00
Other Donation	19	655.00	44	292.42	2	21.70	1	20.00	-	-	66	989.12
Bank Fees	-	-	57	(278.61)	2	(7.34)	-	-	-	-	59	(285.95)
2015 Total	74%	\$ 32,425.00	17%	\$ 9,848.81	1%	\$ 624.36	4%	\$ 2,070.00	4%	\$ -		\$ 44,968.17

	<u>Amount</u>		<u># Homes</u>		<u>Avg. Pymt</u>	<u>2015 Avg.</u>	<u>2014 Avg.</u>	<u>2013 Avg.</u>
2015 Dues Budget	\$ 27,000		900		\$ 30.00			
Paid Homes	\$ 12,090	45%	313	35%	\$ 38.63	\$ 37.91	\$ 41.44	\$ 36.51
Remaining to Budget	<u>\$ 14,910</u>		<u>587</u>					
To Meet # Homes Budget	\$ 17,610		587		\$ 30.00			
To Meet \$ Budget	\$ 14,910		386		\$ 38.63			

Membership Statistics - Annual Comparisons

	Dues		Beautification		Legal Fund		Security Fund		Event Sponsorship & Park Support		Other / Fee Reimbursement	
	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt	Count	Amt
2016 Total	313	\$ 12,090	22	\$ 810	11	\$ 260	152	\$ 29,070	61	\$ 1,965	81	\$ 703
2015 Total	750	\$ 28,395	62	\$ 1,313	31	\$ 694	409	\$ 21,538	37	\$ 7,944	462	\$ 1,824
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	-	\$ -	93	\$ 2,750

Timbergrove Manor Civic Club Membership Committee Report as of 1/24/2016



Security Payments by Section & Residency

Security by Section	5	6	7	8	9	10	11	12	13	14	Holly Park / Other	Total
Total Amount	3,250	7,600	4,865	2,425	1,295	1,320	1,685	1,700	2,475	2,420	35	29,070

Participating Households	5	6	7	8	9	10	11	12	13	14	Holly Park / Other	Total
1 - 2 Years	1	4	2	2	-	1	-	1	-	-	1	12
3 - 5 Years	6	9	4	1	1	1	1	1	3	3	-	30
6 - 10 Years	3	6	3	2	-	1	1	2	2	-	-	20
11 - 20 Years	3	9	6	2	3	1	5	4	2	5	-	40
21 - 30 Years	2	4	2	1	-	1	-	-	1	-	-	11
31 + Years	5	8	6	3	3	1	1	2	4	6	-	39
Total	20	40	23	11	7	6	8	10	7	6	1	152

Average Payment	162.50	190.00	211.52	220.45	185.00	220.00	210.63	170.00	353.57	403.33	35.00	191.25
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of Households to Reach Goal at Current Dotation Rate 199

**Timbergrove Manor Civic Club
Membership Committee Report as of 1/24/2016**

Length & Change In Residence by Section and % Payment by Section											
Change in Residency	5	6	7	8	9	10	11	12	13	14	Total
1 - 2 Years	-	1	1	-	1	1	-	-	1	-	5
3 - 5 Years	-	(1)	(1)	-	-	-	-	-	-	-	(2)
6 - 10 Years	-	-	-	-	(1)	(1)	-	-	-	-	(2)
11 - 20 Years	-	-	-	-	-	-	-	-	-	-	-
21 - 30 Years	-	-	-	-	-	-	-	-	-	-	-
31 + Years	-	-	-	-	-	-	-	-	(1)	-	(1)
Total	-	-	-	-	-	-	-	-	-	-	-
<hr/>											
2016 Length In Residence	5	6	7	8	9	10	11	12	13	14	Total
1 - 2 Years	14	32	19	16	1	11	8	3	14	13	131
3 - 5 Years	51	62	25	14	6	14	8	4	24	25	233
6 - 10 Years	27	52	32	18	2	13	13	7	22	19	205
11 - 20 Years	36	72	37	25	9	10	11	15	23	22	260
21 - 30 Years	13	30	11	8	7	3	6	4	12	10	104
31 + Years	24	67	31	30	12	28	15	18	33	39	297
Total	165	315	155	111	37	79	61	51	128	128	1,230
<hr/>											
% Payment by Section	5	6	7	8	9	10	11	12	13	14	Total
1 - 2 Years	14%	13%	21%	13%	0%	18%	13%	33%	7%	0%	13%
3 - 5 Years	22%	27%	32%	29%	17%	21%	13%	50%	17%	16%	24%
6 - 10 Years	30%	15%	19%	17%	0%	31%	31%	43%	23%	0%	20%
11 - 20 Years	33%	26%	27%	28%	33%	20%	73%	60%	17%	32%	31%
21 - 30 Years	31%	27%	27%	25%	14%	33%	67%	0%	42%	0%	27%
31 + Years	38%	25%	42%	33%	33%	18%	20%	28%	30%	38%	31%
Total	28%	23%	28%	25%	24%	22%	34%	39%	23%	20%	25%

REPORT

- 34 new gifts received this week totaling \$7,321.21
 - This does NOT include small contributions for private security. (For example, if someone gave \$250 + \$30 the \$30 is not included. Or if someone only gave \$50 it is not included.)
 - Of the 34 gifts, 15 were from seniors
 - 7 were donors fulfilling their pledges
 - 15 were from donors who did NOT financially participate in holiday security
- Total Sums:
 - Holiday Security: \$15,770
 - 2016 Annual Gifts: \$23,015
 - Total: \$38,785
- Uncollected pledge total: \$19,200
- Total Participants:
 - Households contributing to holiday security: 305
 - Households contributing to annual security: 112

The committee held a meeting on 01/20 and had 13 total people in attendance willing to volunteer to help in ongoing efforts, including logging donors, increasing communication to residents and participants, and being advocates within the neighborhood.