

# Minutes - Timbergrove Manor Civic Club (TMCC) Board Meeting April 25, 2017

Meeting Began: 7:05 PM Location: Rainbow Lodge Quorum Met (See Attendance Sheet)

## Officer's Reports

- Secretary's Report (Meeting Minutes for March 28, 2017 Meeting)
  - Following the review by the Board Members, Darlene Wayt made the motion to approve the Minutes which was seconded by Sandra Crook. By a show of hands the motion was approved.
- Treasurer's Report (March 28 to April 25, 2017)
  - Sandra reviewed the reports which are attached. There is about eight (8) months of funds (year-to-date) for Neighborhood Security. The extra line item for West 11<sup>th</sup> Street Park was an error and will be removed. Darlene Wayt made a motion to approve the minutes which was seconded by Peter Davies. By a show of hands, the motion was approved

## Committee Reports

- Activities- Tim reported concerning the Easter Egg Hunt which was a success. Planning is under way for the 4<sup>th</sup> of July Ice Cream Social. There are some ideas for an adult theme event this Fall which is still in the proposed/planning stage.
- Beautification – No report from Leslie Hillendahl. Peter Davies reviewed the response from the Harris County Flood Control District concerning the TMCC complaint about high grass and a general lack of maintenance of the lots bordering the intersection of Shelterwood and West 11<sup>th</sup> Street. HCFCD responded that TMCC should consider a maintenance agreement, however the cost would be borne by the Civic Club. Following a brief discussion, the Secretary volunteered to draft a letter to be sent to the Harris County Commissioner Precinct 4 for assistance in resolving the issue.
- Block Captains – Carolyn reviewed her report indicating that there was a new Block Captain for the 2400-2500 block of Waltway.

BLOCKS NEEDING BLOCK CAPTAINS		
6202 – 6439 Cindy	6515 – 6555 Grovewood	2202 – 2331 Haverhill
1302 – 1318 Jeannine	2400 – 2531 Willowby	

- Deed Restriction Enforcement – Traci mentioned that there is a residence in Section 8 that is missing a sidewalk. There was a question whether the Deed Restrictions require the resident to install a sidewalk when improvements are made, which is currently being remodeled; and it was determined that the resident would need to add a sidewalk per the Deed Restrictions. A volunteer made a 3-1-1 report concerning the issue to resolve the matter.
- Design Review – No report.
- Environmental Affairs – See Lorraine's report which was e-mailed and is attached.
- Membership – Gary reviewed his report which is attached.

## Minutes - Timbergrove Manor Civic Club (TMCC) Board Meeting April 25, 2017

### Committee Reports (Continued)

- Neighborhood Security – Dale reviewed her report and announced a meeting May 17<sup>th</sup> 6:15 PM at Providence to discuss security issues. There was a report of a break-in on Grovewood this week. See Attached Report.
- Program Committee – Darlene indicated that she had received a number of questions and they had been forwarded to the Council Member's office for consideration.
- Timbergram – Jennifer has finished the next edition and it would be circulated before the General Meeting. See Attached Report.
- Timbergreeter – Carolyn reported that she had sent a report by e-mail and indicated that the following residences had been greeted:

6555 Grovewood      934 Shelterwood      6534 Kury      6726 Cindy

- Web-Site – The renewal for the domain names for TMCC and SNC-14 are pending and the costs will be submitted as a reimbursable. Chris Ochterbeck announced that he will resign his position as of 4/28/17
- Yard of the Month – No report.

### Old Business

Public Address - The Board had previously authorized the purchase of a Public Address (PA) system for the Club. Following a suggestion that we needed wireless microphones for the system, Peter Davies made a motion to authorize the Board to include two (2) wireless microphones in addition to PA system, to be acquired before the General Meeting, with the total cost not to exceed \$2,000.00. The motion was seconded by Carrie Brawley and approved by a show of hands.

Traffic Report – The traffic study is still pending with a resolution being within 1-2 years.

### New Business

Chris Ochterbeck resigned as delegate to the SNC-14 and asked for volunteers as a delegate representing TMCC. The current delegates are Darlene Wayt and Peter Davies.

Meeting Notes prepared by Peter Davies, TMCC Secretary P. Davies

These Meeting Minutes, as prepared by Peter Davies, were placed on the TMCC web-site for review by the members.

Attachments Including Reports and Other Documents

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# TIMBERGROVE MANOR CIVIC CLUB (TMCC)

## Board Meeting ATTENDANCE LIST

DATE: April 25, 2017

Location: Rainbow Lodge

Name - Title
William Morfey - President
Leslie Hillendahl - VP
Peter Davies - Secretary
Sandra Crook - Treasurer
Carrie Brawley - Director
Lorraine Cherry - Director
Kirk Guy - Director
Jamie Hay - Director
Darlene Wayt - Director
Dale Dugas
Carolyn Bryant
Chris Ochterbeck - website enter
Faige Ochterbeck
JENNIFER VICKERS
GARY NORDSTROM
TIM LOUQUE
TRACY RILEY

Signature
William E Morfey
Peter Davies
Sandra Crook
C. Brawley
Kirk Guy
Darlene Wayt
Neighborhood Security
Carolyn Bryant
Chris Ochterbeck
Faige Ochterbeck
JENNIFER VICKERS
GARY NORDSTROM
Tim Louque
Tracy Riley

9:06 PM

04/24/17

Cash Basis

**Timbergrove Manor Civic Club**  
**Transaction Detail By Account**  
March 28 through April 25, 2017

Type	Date	Num	Name	Memo	Clr	Split	Original Amount
<b>Integrity Bank Checking</b>							
Deposit	03/30/2017			Deposit		-SPLIT-	2,115.00
Deposit	04/03/2017			Deposit		-SPLIT-	935.00
Check	04/06/2017	1465	Yared Salazar			Easter Egg Hunt	-150.00
Check	04/06/2017	1466	Merry Makers			Easter Egg Hunt	-350.00
Deposit	04/17/2017			Deposit		-SPLIT-	30.00
Check	04/24/2017	1467	US Postal Service			Office/Postage	-166.00
Check	04/24/2017	1468	Seal Security Soluti...			Neighborhood ...	-5,824.00
Check	04/24/2017	1469	Gary Nordstrom			Easter Egg Hunt	-562.00
Check	04/24/2017	1470	Apex Sprinkler and ...			Beautification	-318.00
Deposit	04/25/2017			Deposit		-SPLIT-	360.00
Deposit	04/25/2017			Deposit		-SPLIT-	220.00
<b>Total Integrity Bank Checking</b>							
<b>TOTAL</b>							

## Timbergrove Manor Civic Club Profit & Loss Budget Performance

March 28 through April 25, 2017

	Mar 28 - Apr 25, 17	Budget	Jan 1 - Apr 25, 17	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Beautification Fund	60.00	0.00	1,095.00	1,500.00	1,500.00
Club Dues	1,140.00	0.00	16,820.00	27,000.00	27,000.00
Deed Rest. Enforcement Fund	0.00	0.00	450.00	500.00	500.00
Donations-4th of July	0.00	0.00	0.00	500.00	500.00
Donations-Easter Egg Hunt	500.00	0.00	500.00	500.00	500.00
Donations-Other	20.00	0.00	2,850.57	2,000.00	2,000.00
Donations-Snow Fest	0.00	0.00	0.00	3,000.00	3,000.00
Donations-W. 11th St Park	0.00	0.00	1,060.00	1,000.00	1,000.00
Interest Income	0.00	0.00	0.00	475.00	475.00
Jaycee Park General Fund	40.00	0.00	250.00	750.00	750.00
Jaycee Park Port-0 Units	0.00	0.00	550.00	3,200.00	3,200.00
Legal Fund	0.00	0.00	65.00	0.00	0.00
Neighborhood Security Fund	1,595.00	0.00	49,920.00	78,900.00	78,900.00
Other	11.21	0.00	26.62	0.00	0.00
Timbergram Adv. Revenue	275.00	0.00	1,845.00	6,120.00	6,120.00
W. 11th Street	20.00	0.00	30.00	0.00	0.00
<b>Total Income</b>	<b>3,661.21</b>	<b>0.00</b>	<b>75,462.19</b>	<b>125,445.00</b>	<b>125,445.00</b>
<b>Expense</b>					
4th of July	0.00	0.00	0.00	600.00	600.00
Bank Charges	0.00	0.00	594.18	1,500.00	1,500.00
Beautification	318.00	0.00	2,748.00	15,000.00	15,000.00
Donation-Friends of 11th Street	0.00	0.00	0.00	1,000.00	1,000.00
Donations	0.00	0.00	800.00	1,000.00	1,000.00
Easter Egg Hunt	1,062.00	0.00	1,062.00	800.00	800.00
General Meetings	0.00	0.00	112.97	600.00	600.00
Insurance	0.00	0.00	819.00	744.00	744.00
Jaycee Park General	0.00	0.00	0.00	750.00	750.00
Jaycee Park Port-o Units	0.00	0.00	0.00	3,200.00	3,200.00
Membership	0.00	0.00	217.67	1,000.00	1,000.00
Misc./ Other	0.00	0.00	0.00	200.00	200.00
Neighborhood Security	5,824.00	0.00	26,643.12	78,900.00	78,900.00
Office/Postage	166.00	0.00	166.00	150.00	150.00
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00
Snow Fest	0.00	0.00	0.00	5,250.00	5,250.00
Storage Unit	0.00	0.00	0.00	550.00	550.00
Timbergram	0.00	0.00	1,633.00	4,900.00	4,900.00
Timbergreeters	0.00	0.00	0.00	200.00	200.00
Volunteer Dinner	0.00	0.00	0.00	1,250.00	1,250.00
Web Site					
Online Payment Processing Fees	1.21	0.00	74.96	0.00	0.00
Web Site - Other	0.00	0.00	0.00	200.00	200.00
<b>Total Web Site</b>	<b>1.21</b>	<b>0.00</b>	<b>74.96</b>	<b>200.00</b>	<b>200.00</b>
<b>Total Expense</b>	<b>7,371.21</b>	<b>0.00</b>	<b>34,870.90</b>	<b>118,794.00</b>	<b>118,794.00</b>
<b>Net Ordinary Income</b>	<b>-3,710.00</b>	<b>0.00</b>	<b>40,591.29</b>	<b>6,651.00</b>	<b>6,651.00</b>
<b>Net Income</b>	<b>-3,710.00</b>	<b>0.00</b>	<b>40,591.29</b>	<b>6,651.00</b>	<b>6,651.00</b>

**Timbergrove Manor Civic Club**  
**Balance Sheet**  
As of April 25, 2017

	<u>Apr 25, 17</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Integrity Bank CD - January	26,410.78
Integrity Bank CD - July	25,536.43
Integrity Bank Checking	<u>115,351.89</u>
Total Checking/Savings	<u>167,299.10</u>
Total Current Assets	<u>167,299.10</u>
<b>TOTAL ASSETS</b>	<b><u>167,299.10</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Bal Equity	62,608.80
Unrestrict (retained earnings)	64,099.01
Net Income	<u>40,591.29</u>
Total Equity	<u>167,299.10</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>167,299.10</u></b>

Environmental Affairs  
Report for 4/25/2017 Board of Directors Meeting  
Lorraine Cherry

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

We are still working with our project manager at Houston Parks Board to get an up-to-date estimate for constructing the trail segment running from the kiosk on Shelterwood back to the loop trail in the interior of the park. There was a change of directors recently at HPB and a subsequent shakeup in how things are done. As of yesterday, I have been working on a new application form for the project—none was required before as the trail work was viewed as a “continuation project.”

The 3<sup>rd</sup> annual “Run the Grove” 5K fun run and Spring Fling festival were held on April 22 and were a great success. On April 23, Friends of West 11<sup>th</sup> Street Park hosted a Daisy girl troop who came out to plant wildflowers in one of our beds and to take a mini-tour of the park interior.

***Bryce Street Trailhead Park***

The park appears to be nearing completion, with some sod work remaining to be done. I spoke with Sherry Weesner, the TIRZ 5 representative on the project last night, and she reported that negotiations are continuing regarding improper foundations that were installed by the initial contractor under the new fence surrounding the chemical treatment station. Apparently that needs to be resolved before they move ahead with finalizing the landscaping. I emphasized to her that there was some neighborhood concern about the current poor cosmetic appearance of the park, and asked if an interim solution might be found for that. In the meantime, Hike & Bike trail users have discovered the park and are using it on a regular basis.

## Questions for MPT Cohen – TMCC May 9, 2017 General Meeting

- 1) Reference email 7-20-16 from Traci Elsner to Darlene Wayt saying that the rusted utility cabinet at the back or east-side of Jaycee Park will be *considered* for the mini-mural program. Was it considered? What is the answer about turning this eye-sore into a mini-mural? Or improve the look of it in some way? Or find out from PWE or HPARD if it still serves a purpose and, if not, remove it from the park?



- 2) Thank you for allocating funds for the Timbergrove/Holly Park traffic study. Please give us an update? Where are we in the process? When will the COH make public their recommendations and when will a public comment period be scheduled?
- 3) Texting while driving on Ella Blvd. in front of Sinclair Elementary School is a dangerous problem in our area as it is for all of Houston. The COH has done nothing to ban texting while driving – not city-wide – and not even in school zones.

Regarding school zones, HB 55 has been state law *for 8 years* and nearby cities like Bellaire installed the signs years ago in school zones to enforce this law but not the COH. Why? What's your opinion of HB 512 currently making its way through the State Legislature?

Regarding a city-wide ordinance, Sugar Land is the latest city to join about 100 other Texas cities including Galveston, Missouri City and West University Place that have enacted city ordinances that ban texting while driving, but not the COH. Why? If HB62/SB31 fail yet again to ban texting while driving state-wide, will the COH and Council take action to ban texting while driving?

- 4) Regarding the Bryce Chemical Feed Station Rebuild, a final walk-through has been scheduled and then postponed several times, last time being late February; the last update given by Joe Hanak, PWE Project Manager, was 3-21-17 when he reported that "scope was being developed for adding remote sensors," and that he would let us know when a plan was set and that a final walk-through would take place after that. What are the outstanding issues at this site? When are all issues expected to be resolved? When will a final inspection/walk-through take place?
- 5) Damaged Sidewalks -It is our understanding that the homeowner is responsible for the maintenance/repair of the sidewalks in front of their houses. There are a number of sections of sidewalks in our neighborhoods that have been damaged or have settled as the direct result leaks, repairs or maintenance of underlying COH utilities. What plans



does the City have to repair these walking hazards? Does the TMCC need to provide the City with a list and location of these hazards?

- 6) Traffic Signs – A majority of the street signs in the neighborhood, especially along the major thoroughfares do not meet current COH or TxMUTCD standards, as the size of the signs are too small or the sign do not reflect light, which visually impairs drivers or emergency responders. Does the City have any plans to replace the deficient signs and provide additional signs and paving markings to assist drivers and first responders?
  
- 7) Missing Sidewalk on West T.C. Jester – There is an approximate 200' gap in the existing sidewalk along West T.C. Jester, on the east side of the major thoroughfare (1400 Block) serving T.C. Jester Park. Would it be possible, if TMCC provided engineered drawings for a proposed sidewalk extension, that the City of Houston could waive their plan review/permitting fees to allow the Civic Club to hire a contractor to install the much needed sidewalk?

Neighborhood Security Committee  
Board of Directors Meeting 4-25-17

General Information

- Currently running patrols Monday, Tuesday, Thursday, Friday and Saturday in an effort to curtail weekend crimes
- Security Donations Y2D \$51,180, 32% of target
- Planning on email reminder in April/May
- Partner with Membership with snail mail reminder in June

Crime Info (also published in May Timbergram

- Timbergrove Manor Sections 5-14 have averaged 12 reported crimes per year from January through March, for years 2013 to 2016. We are seeing a slight downward trend with a count of 8 reported crimes for the same months in 2016 and 10 for those months in 2017. 6 of the 10 crimes in 2017 were reported in February which is an abnormally high number of crimes reported for one month.\
- Theft typically dominates that crime count in the 45-65% range while burglary is second in the range of 30-40%. 2016 year-end had burglary incidents dropping into the range of 25% and 2017 January through March shows burglary in the 20% range. We continue to adapt the SEALS private security schedules based on reported crimes, available funding and your feedback.

Other gee whiz information

- We have another resident utilizing vacation watch privileges without making a donation for 2017
  - Addressing resident in politically correct manner

Neighborhood Security Committee,  
Jennifer Vickers  
Dale Dugas  
Matt Kern

Jennifer Vickers  
April 25, 2017

# Timbergram Update

## May 2017

A twelve page May 2017 edition was sent to the printer last week to be distributed early next month. Compared the the March edition, we gained two new advertisers, Summer's Shutters and Vickers Properties.

The latest edition of the Timbergram will also be available on the TMCC website ([timbergrove.org](http://timbergrove.org)) beginning May 1st.

[Click here to view the completed advertising media kit.](#)

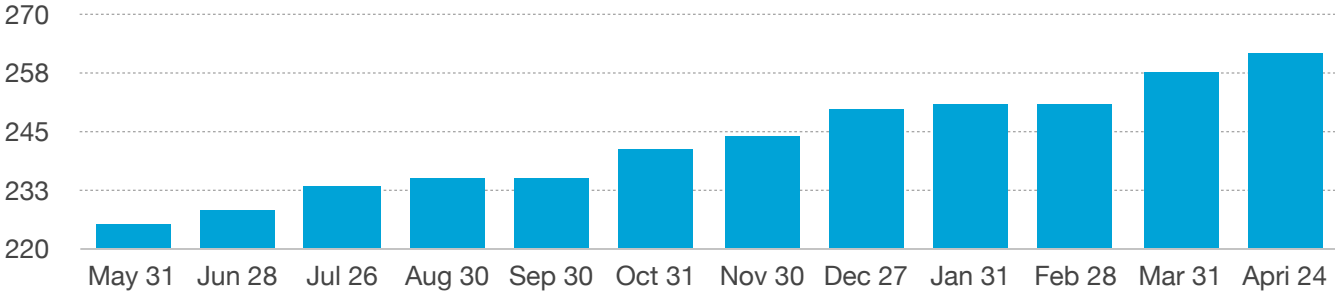
[Click here to view past editions of the Timbergram.](#)

### May 2017 PNL

Expenses	\$ 877.00
Ad Revenue	\$ 1,440.00
<b>PNL</b>	<b>\$ 563.00</b>

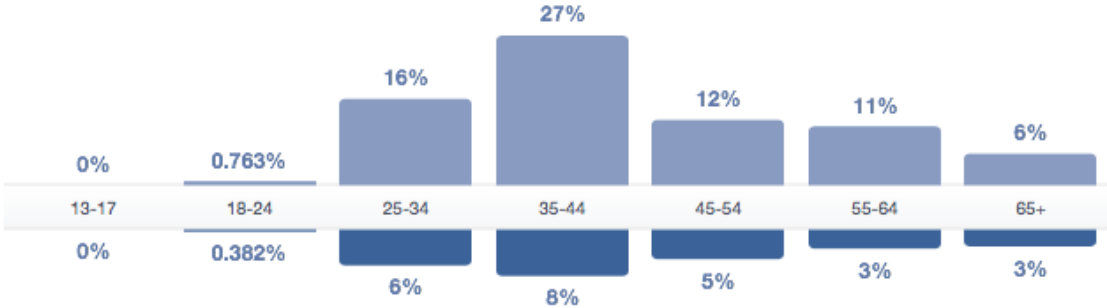
# Facebook Page Update

Total Likes



Women

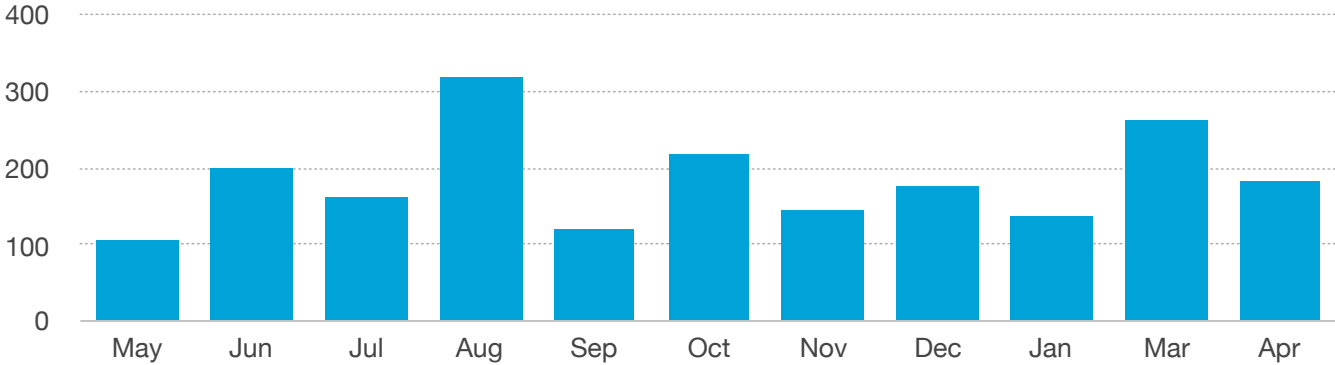
72%  
Your Fans



Men

27%  
Your Fans

Highest Post Reach



# Annual Timbergram Editorial Calendar

Distribution	Ad Commitment	Ad Artwork	Article Copy
January	December 5	December 10	December 15
March	February 5	February 10	February 15
May	April 5	April 10	April 15
July	June 5	June 10	June 15
September	August 5	August 10	August 15
November	October 5	October 10	October 15

## Monthly Content

### January

Membership Solicitation  
 Winter Festival in Review  
 Holiday Decorating Contest Winners

### March

Easter Egg Hunt Announcement

### May

Easter Egg Hunt In Review  
 Ice Cream Social Save the Date

### July

Independence Day Ice Cream Social  
 Announcement

### September

Independence Day Ice Cream Social in  
 Review  
 Volunteer Dinner Announcement  
 National Night Out Announcement

### November

Winter Festival Announcement  
 Holiday Decorating Contest Announcement  
 General Elections Announcements and  
 Candidate Info  
 Volunteer Dinner in Review  
 National Night Out in Review

## In Every Edition

Meeting and Speaker Announcement  
 President's Corner  
 West 11th Street Park Update  
 Jaycee Park Update  
 Director & Committee Contact Info  
 Solid Waste Collection Schedule  
 Traces of Timbergrove

Yard of the Month  
 Excellent Eats  
 Crime Report  
 Naturally Good Recipes  
 Meeting Minutes  
 Membership Form<sup>1</sup>  
 Website Updates

Past editions of the Timbergram and current media kit are available online at [bit.ly/TMCCNews](http://bit.ly/TMCCNews)

<sup>1</sup> March, May and November editions only