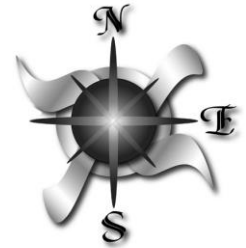


Nottingham West Civic Club Inc.

a non-profit corporation



SUMMER 2013

NOTTINGHAMWEST@HOTMAIL.COM

New Trash Service Begins July 1

In April, our neighborhood selected VF Waste Services as our new trash contractor. We also voted to include recycling with our trash service. Trash pickup days will remain the same – Tuesday and Friday of each week. Recycling and heavy trash will be collected on Fridays. The first day for recycling collection will be July 5.

Trash pick-up hours are between 7 a.m. and 5 p.m. We've heard from other VF-serviced neighborhoods that their trucks hit the streets promptly at 7 a.m., so be ready and get your trash out early! Trash cans should not exceed 50 gallons because they can be too heavy to lift when full. Trash cans or garbage bags should weigh less than 45 pounds when placed at curbside.

On June 28 VF will distribute a 21 gallon recycling bin to each household along with a flyer that provides detailed information about what kinds of recycling is accepted. Additional recycling bins are available from VF at a cost of \$15 each.

If you have any questions, please contact the VF Customer Service Department at 713-787-9790 Monday – Friday from 8 a.m. to 5 p.m. and Saturday from 9 a.m. to 1 p.m. You can also send an email to vwaste@vwasteservices.com or visit the web site www.vwasteservices.com.

July Quarterly Meeting

The next meeting of the Nottingham West Civic Club will be held in the Nottingham Park Meeting Room, 926 Country Place Dr on **Wednesday, July 24 at 7:30 pm**. We look forward to seeing you there!

Welcome New Neighbors!!

Nottingham West continues to be an attractive area to live. Since March, six families have moved into the neighborhood. Please extend a warm greeting to the new folks living on your street!

NWCC warmly welcomes our new neighbors on Britoak, Carlingford, Queensbury and St. Mary's. We hope to see you at the Civic Club meeting next month. If you have any questions, please contact any of the NWCC officers.

Ballot Results!

The results of our recent balloting are provided below. Details of each issue were included in the last newsletter, along with a proxy ballot that homeowners could return. We had 119 votes cast out of 349 homeowners, or about 34%. The approved options are highlighted.

Park Improvement Funding				
	Proxy	Mtg	Total	Run-off
Option 1 (Complete)	21	14	35	22
Option 2 (Medium)	29	4	33	
Option 3 (Simple)	41	5	46	17
None/Blank	4	1	5	
Total	95	24	119	39
Trash Services				
VF Waste Service	78	19	95	
City of Houston	19	4	23	
None/Blank			1	1
Recycling - Yes	55	13	68	
Recycling - No	37	11	48	
Adopt Flag Pole Guidelines				
Yes	62	13	75	
No	29	6	35	
None/Blank	4	6	10	

Nottingham West Civic Club Summer Meeting Agenda

7:30 pm July 24, 2013

Nottingham Park Meeting Room

The planned agenda is provided below.

1. Call to Order
2. Adoption of the Agenda
3. Approval of the Minutes
4. Constable's Report
5. Officers' Reports
6. Committee Reports
7. New Business
 - Park Funding Vote
 - Neighborhood Street Safety
8. Proposed Business for Next Meeting

Neighborhood Notes

Neighborhood Security

- Call the Precinct 5 Constable at 281-463-6666 to report suspicious persons or vehicles.

Dial 9-1-1 in an emergency.

- If you're heading out of town, be sure to notify the Constable.
- Contact Pam Ziegenbein at pziegenbein@att.net if you would like to receive e-mails about neighborhood security incidents.

Planning Exterior Improvements?

Send the details to the Architectural Control Committee (ACC) at nottinghamwest@hotmail.com or contact Preston Mood at 281-543-7994.

Newsletter by E-Mail

Prefer to receive this newsletter by e-mail? Send your e-mail address to nottinghamwest@hotmail.com

RealManage Services

Visit the RealManage website to pay NWCC assessments online and review financial statements and other information. (www.realmanage.com) To use the online payment features, you will need the Association ID and the Acct #/Check Digit printed in the upper right corner of the NWCC statement to setup your account. For assistance, call RealManage Customer Service at 866-473-2573.

NWCC Officers

Rosanna Hinde, President
John Benton, Vice President
Angie Lootens, Secretary
Pam Ziegenbein, Treasurer



2013 NWCC Pool Hours

Monday: Closed (except Labor Day)

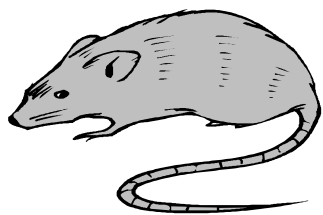
Tuesday: Noon to 6 P.M.

Wednesday—Saturday: 10 A.M. to 8 P.M.

Sunday: Noon to 8 P.M.

Remember to sign in with the lifeguards before using the pool.

Report suspicious activity to the Precinct 5 Constables at 281-463-6666



Got Rats?

Several homeowners have reported a problem with rodents. Please call the City of Houston at 3-1-1 to report any such activity.

You can help alleviate the problem by keeping trash cans covered, compost bins tightly secured, and wood piles off the ground and away from the side of your home.

Interested in helping our neighborhood?

NWCC needs someone to join the Architectural Control Committee and work on deed restriction enforcement. If interested, please send an email to nottinghamwest@hotmail.com

NWCC Web Site



We're built a new web site for Nottingham West. Check it out at www.nottinghamwest.net

On the site you'll find easy access to helpful neighborhood information on HOA meetings and dues, security patrols, trash pick-up, pool & park hours and more. You can also find recent NWCC newsletters and HOA meeting minutes.

HOME SECURITY INSPECTIONS

Free home security inspections are available from the Precinct 5 Constable.

- Save 5 – 10% on your homeowner's insurance (depending on the carrier)
- Get simple suggestions on ways to better secure your home.
- Contact Sergeant Mitch Hutter at the Pct5 Constable's Office.

Call 281-463-6666 and ask for Sergeant Hutter or Mitchell.hutter@cn5.hctx.net



July 4th Pool Party

Come celebrate Independence Day at the annual July 4th Pool Party! Join your neighbors for fun and games from 11 am to 2 pm. Hot dog, chips and a drink will be available for \$2. If you would like to help judge the games, please arrive at the pool by 10:30 am.

NOTICE ** NOTICE ** NOTICE ** NOTICE ** NOTICE

Nottingham West Civic Club, Inc.
Special Meeting of the Members
2014 Park Improvement VOTE

Date: Wednesday, July 24, 2013
Time: 7:30 p.m.
Location: Nottingham Park, 926 Country Place Drive

Notice is hereby given to the members of the Nottingham West Civic Club to attend a meeting for the purpose of increasing the maximum annual assessment for the year 2014.

A vote will be held at a special meeting of the members to increase the 2014 annual assessment by a total amount of \$343.00, with the increase being payable in three (3) installments as follows: \$114.00 on January 31, 2014, \$114.00 on July 31, 2014, and \$115.00 on January 31, 2015. The funds received by the Civic Club as a result of this increase will be used for Nottingham West park and playground improvements (the Option 1 plan as described in the Spring, 2013 newsletter). Note: This is an increase in the 2014 assessment only, payable in three (3) instruments.

In order to increase the 2014 annual assessment, a vote of not less than a majority of the Members present and voting at a meeting called for that purpose at which Owners representing at least twenty percent (70 lots) of the Lots in the Subdivision are present, in person or by proxy.

A proxy for special meeting of the members has been included in the Summer 2013 newsletter if you cannot attend the meeting. If you cannot attend, please execute the proxy on the next page and deliver it to the July 24 meeting by 7:30 p.m. or

- 1) Deliver or mail executed proxy to Angela Lootens, 14127 Kingsride Ln, Houston, TX 77079 by 1:30 p.m. July 24, 2013
- 2) A scanned, executed proxy will be accepted by email at nottinghamwest@hotmail.com by 1:30 p.m. July 24, 2013

Your participation in this meeting is both needed and appreciated.

**PROXY FOR SPECIAL MEETING OF THE MEMBERS
Of
NOTTINGHAM WEST CIVIC CLUB, INC.**

The undersigned, being one or more of the owners of the property described below, acting in accordance with the wishes of all of the owners of said property, do hereby appoint _____ (or if no individual is designated, then Angela Lootens, Secretary of Nottingham West Civic Club, Inc.) as my/our proxy, with full power to vote on my/our behalf as if I/we are present and voting on all matters properly brought before the members of Nottingham West Civic Club, Inc. at the Special Meeting of the Members to be held on July 24, 2013, at 7:30 p.m. at Nottingham Park, or any adjournments thereof and, in particular, to vote upon the following proposal as indicated:

The proposal to increase the 2014 annual assessment by a total amount of \$343.00, with the increase being payable in three (3) installments as follows: \$114.00 on January 31, 2014, \$114.00 on July 31, 2014, and \$115.00 on January 31, 2015. The funds received by the Civic Club as a result of this increase will be used for Nottingham West park and playground improvements (the Option 1 plan as described in the Spring, 2013 newsletter). Note: This is an increase in the 2014 assessment only, payable in three (3) instruments.

- Vote For, Member Initials** _____ **Vote Against, Member Initials** _____

THE VOTE REPRESENTED BY THIS PROXY WILL BE CAST BY THE PROXY HOLDER IN THE MANNER DESIGNATED ABOVE. IF THE MANNER IN WHICH THE PERSON EXECUTING THIS PROXY DESIRES HIS/HER/THEIR VOTE TO BE CAST IS NOT DESIGNATED, THE VOTE REPRESENTED BY THIS PROXY WILL BE CAST IN FAVOR OF THE PROPOSED MERGER.

I/We authorize my/our proxy to substitute any other person to act under this proxy, to revoke any substitution, and to file this proxy and any substitution or revocation with the Association.

Date

Signature

Property Address

Print Name

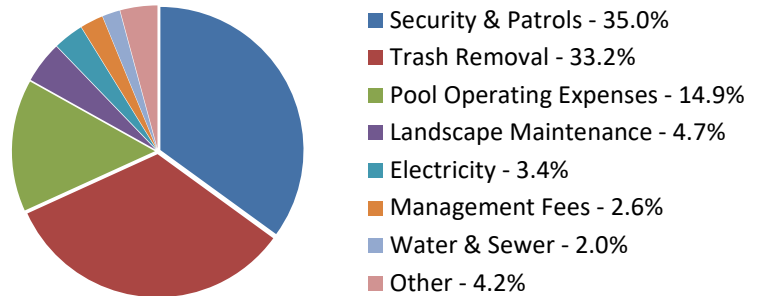
Signature

Print Name

NWCC Expense Allocation

The chart to the right shows how homeowner assessments are allocated.

Constable patrols, trash removal and pool costs account for 83% of the total expenses for Nottingham West.



Nottingham West Civic Club April 24, 2013 Meeting Minutes

- 1) Meeting called to order at 7:45 with 39 households represented. Meeting held at the Memorial West Clubhouse because the constable was given the wrong keys and unable to gain entry to the Nottingham Park meeting room.
- 2) Agenda was adopted.
- 3) Prior meeting minutes approved as printed.
- 4) Constables Report:
 - a) From November – April there were three minor theft incidents noted and six mischief complaints. There have been a few robberies in Nottingham Park as well.
 - b) Sergeant Hutter gave a crime prevention update.
- 5) Officer's Reports
 - a) Vice President – John Benton
 - Pool opens May 18 on weekends and then daily between Memorial Day and Labor Day.
 - b) Secretary – Angie Lootens
 - If you are interested in receiving the newsletter by email, or if you have anything to include in the next edition, send the information to nottinghamwest@hotmail.com.
 - c) Treasurer – Pam Ziegenbein
 - NWCC assessments were due January 31 and there are quite a few that remain outstanding. Homeowners with outstanding dues should make payment as soon as possible.
 - Send your email address to pziegenbein@att.net or nottinghamwest@hotmail.com to be added to the neighborhood security email distribution.
- 6) Architectural Control Committee Report
 - a) 25 new homes approved for construction and 21 are complete.
 - b) Four new homes currently under construction on Carlingford, Kingsride, Pinerock and Woodthorpe.
 - c) Plans for a new home on Queensbury are under review by the ACC.
- 7) Trash Committee Report
 - a) The trash committee reviewed the specifics of various trash proposals, answered questions and gave their recommendation for selecting VF Waste Services.
 - b) VF has agreed to keep the current trash pickup schedule of Tuesday and Friday.
 - c) Homeowners requested that recycling pick-up be combined with a trash pickup, instead of on a separate day.
- 8) New Business
 - a) Rosanna Hinde was elected by quorum vote to fill the unexpired term of President.

b) Votes tallied for the issues identified below are as follows:

- **Trash:** VF Waste Services received 95 votes; City of Houston received 23 votes. VF Waste Services is the approved trash vendor.
- **Recycling:** There were 68 votes for recycling and 48 votes against recycling. Recycling is approved and will be included with the VF Waste Services contract.
- **Flag Pole Guidelines:** There were 75 votes in favor of adoption and 35 votes against adoption. The flag pole guidelines are adopted.
- **Park Improvement funding:** Due to concerns raised by the board of directors, the method for determining park improvement funding levels was reviewed by NWCC legal counsel. The NWCC by laws require that at least 70 homeowners (20%) participate in a vote to change the annual assessment. Because only 64 votes were cast in October 2012, the selection was not an official vote and can only be considered a survey. It was determined that an additional vote must be taken using specific language and providing an option to vote against any increase. This will be included in the next newsletter and a final vote will be taken at the July meeting.

(1) The choices that will be offered for the July meeting are determined by the survey results noted below.

- (a) There were 35 votes (29%) for Option 1 (Complete), 33 votes (27%) for Option 2 (Medium) and 46 votes (38%) for Option 3 (Simple).
- (b) Since none of these choices achieved at least 50% of the votes cast, a run-off vote was taken at the meeting between the top two choices (Option 1 and Option 3).
- (c) Option 1 received 22 votes and Option 3 received 17 votes.
- (d) Therefore, in July, homeowners will choose between an assessment increase of \$344 per household to fund Option 1 and a \$0 assessment increase, which means that no park improvements will occur.

c) Floor motions

- Mail delivery problems were noted. Document specific problems, including day and time, and contact the Post Office to register a complaint.
- Rat problem was raised. Homeowners are responsible to maintain property in a way as to reduce the chance of rodent and other pest problems.
- Nottingham sign at Kirkwood and Memorial should be rebuilt to match the one at the north end of Kirkwood.

9) Proposed business for the July meeting

- a) No new business was proposed for the July meeting.
- b) Homeowners may submit topics by contacting an officer or sending an email to nottinghamwest@hotmail.com.

10) Meeting adjourned at 9:15 pm.

Minutes approved by: Rosanna Hinde, John Benton, Angela Lootens, Pam Ziegenbein, Mark Dessens, Reed Brown