

# NOTTINGHAM WEST



October 2015

Civic Club Inc.

*A non-profit corporation*

Web site: [www.nottinghamwest.net](http://www.nottinghamwest.net) E-mail: [nottinghamwest@hotmail.com](mailto:nottinghamwest@hotmail.com)

## A Note from the President



Wow, so much has happened since our last newsletter!

The best news is that we've finally started the park renovation. Contractor bids were approved at the July meeting and Oden Design & Contracting started work the week of September 21. The Civic Club also approved weekend pool hours through the end of September and transferred deed restriction monitoring to Crest Management.

I've had lots of questions about why NWCC is suddenly so concerned about Deed Restrictions. The City of Houston and Harris County require consistent and continued enforcement of deed restrictions in order to maintain a home owner association's deed restricted status. If we selectively enforce restrictions, or only enforce egregious violations, we could lose our status as a deed restricted community and this would be very detrimental to the neighborhood.

### Why Deed Restrictions Matter

If we don't consistently enforce all deed restrictions, we would be unable to compel owners of property in deplorable condition to repair and maintain the home. Without deed restrictions there is nothing to stop a developer from building a 4-story or even a multi-family dwelling on one lot. Someone could run any kind of business (auto repair, construction, etc...) from their home and NWCC would have no recourse to stop them. The condition of our neighborhood would decline and our property values along with it.

Many residents have asked, "Why did I receive a DRV notice when Joe Doe has a dead bush and bare patches in their lawn also?" Rest assured, we ARE working with that homeowner, too. The process takes time and homeowners are given three chances to correct violations before more serious action is taken. Please know that we're working on it—but we can't give share details, just as you wouldn't want us to give out details on your situation.

Have a great Fall!!!  
Rosanna Hinde, President, NWCC

### Spring 2016 Pool Opening

NWCC is considering opening the pool for weekends starting the first weekend of May 2016. If you or your family would take advantage of an earlier start to pool season, please let us know by sending an email to [nottinghamwest@hotmail.com](mailto:nottinghamwest@hotmail.com). Opening the pool earlier in May would increase our costs for pool maintenance and lifeguards by about \$3000 – similar to the increase for extending the pool season for the month of September.

#### INSIDE THIS ISSUE

Nottingham Notes	2
NWCC FAQs	3
Furry Friends/ October Mtg Agenda	4
Holiday Tips/ /Kimberley Sidewalk	5
July 23 Meeting Minutes	6-7

## Nottingham West Notes



### Welcome New Neighbors!!

NWCC warmly welcomes our new neighbors. We hope to see you at the next Civic Club meeting. If you have any questions, please contact any of the NWCC officers or visit the website.

### Neighborhood Security

- Call the Precinct 5 Constable at 281-463-6666 to report suspicious persons or vehicles.  
**Always dial 9-1-1 in an emergency.**
- If you're heading out of town, be sure to notify the Constable.
- E-mail us at [nottinghamwest@hotmail.com](mailto:nottinghamwest@hotmail.com) if you would like to receive e-mails about neighborhood security incidents.

## 2016 Officer Elections

The 2016 Officer Elections will be held at the January Annual NWCC Meeting. If you are interested in running for office, email [nottinghamwest@hotmail.com](mailto:nottinghamwest@hotmail.com) by December 31 declaring your candidacy. Candidates must be Nottingham West homeowners who are up-to-date on Civic Club assessments and in good standing with the ACC. Be sure to include the office you are running for in your email.

### Planning Exterior Improvements?

Send the details to the Architectural Control Committee at [nottinghamwest@hotmail.com](mailto:nottinghamwest@hotmail.com).  
**THIS INCLUDES EXTERIOR PAINT COLORS.**

### Phone and E-Mail Contact Info

The Civic Club is collecting homeowner contact information to be used in case of emergency. If we don't have your contact details, please send phone and address to [nottinghamwest@hotmail.com](mailto:nottinghamwest@hotmail.com).

## Yard of the Month!

Recent winners of Yard of the Month!

- **July:** 14026 Myrtlea
- **August:** No winner
- **September:** 14006 Queensbury

### Congratulations to all the winners!

Check out photos of the winning homes on the Nottingham West website at [www.nottinghamwest.net](http://www.nottinghamwest.net)



### NWCC Online

Follow us on Facebook (Nottingham West Neighborhood) for helpful information on NWCC meetings, trash pick-up, pool & park hours, or visit [www.nottinghamwest.net](http://www.nottinghamwest.net).

### Crest Management

Visit [www.crestmanagement.com](http://www.crestmanagement.com) to pay NWCC assessments online and review financial statements and other information.

### NWCC Officers

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

## NWCC Frequently Asked Questions

New neighbors move into Nottingham West every month with a lot of the same questions. We thought it would be helpful to compile a list of Frequently Asked Question (FAQs) for Nottingham West.

**1. I would like the City to install a speed bump on my street. How do I start that process?**

*The City cancelled the residential speed bump program and no longer accepts petitions to install speed bumps.*

**2. What can we do to cut-off through traffic on Kimberley at Carlingford?**

*The City requires unrestricted access at this intersection for emergency vehicles. Any further questions should be directed to 3-1-1.*

**3. Where can I found a copy of NWCC Deed Restrictions, By-laws, or Architectural Guidelines?**

*NWCC documents are posted on our website, [www.nottinghamwest.org](http://www.nottinghamwest.org). Look under "Forms and Docs."*

**4. When is trash picked up? Is there a designated day for heavy-trash pick-up and recycling?**

*Trash is picked up curbside on Tuesdays and Fridays starting at 7 am. Heavy trash and recycling are picked up on Fridays. VF Waste provides our trash service and they start on time, so put your trash out the night before or before 7 am. All trash information is posted on our website, under "Helpful Info"*

**5. What is being done about the flooding situation on Kirkwood during heavy rains? Isn't the City supposed to have started work on this already?**

*The flooding issue is well-documented and both the City and County are aware of the flooding problems in our area. The City doesn't have a nearby retention pond, it's in the works, but very slow-going.*

**6. Who is Crest Management? And what happened to RealManage?**

*NWCC contracts with a management company to handle the daily business and Deed Restriction Monitoring for our neighborhood. Our contract with RealManage ended in December 2014. Crest Management is our new management company and worth every penny—Crest recovered \$54,000 owed to us by the City for trash-expense reimbursement and has helped us save money on our insurance policy and other services.*

**7. Why do we need a Treasurer if we have a management company doing all the work?**

*The bylaws of any organization require a Treasurer, even when a management company is contracted. Until the bylaws are changed on this specific issue we will keep the position of Treasurer on our Board of Directors. Anyone interested in running for any Board position must be up-to-date with homeowner assessments and in good standing with the ACC. Please contact Rosanna Hinde at [nottinghamwest@hotmail.com](mailto:nottinghamwest@hotmail.com) to indicate your interest.*

**8. I have a great idea for the Board to consider. Can I present my idea at the next meeting?**

*Yes, of course! You will have two (2) minutes during Floor Motions at the end of the meeting to present your idea, which will be added as "New Business" for the following meeting. You will then have the opportunity to at the next quarterly homeowner meeting to formally present your idea for consideration. Please have all information necessary to give homeowners a full picture of what your suggestion entails: Function, cost, implementation, timeline, etc.*

**9. My neighbor's backyard is overgrown and unkempt. Can NWCC issue a Deed Restriction violation?**

*No, NWCC Deed Restrictions apply to external areas that are visible from the street. Submit an online 3-1-1 complaint to the City of Houston to address the issue.*

**10. Can you do anything about solicitors in the neighborhood?**

**There's a car parked on my street for days at a time without being moved.**

*NWCC has no authority in these areas. Post a No Solicitors sign on your door, or call the constable if you're uncomfortable. Vehicles should not be parked for more than 24 hours without being moved. Submit an online 3-1-1 complaint to the City of Houston to address the issue.*

## Our Furry Friends

We love our pets and many of us can't live without them. Part of responsible pet ownership is making sure our canine pals don't become a nuisance with excessive barking or by leaving unpleasant surprises in a neighbor's yard.

Please don't leave your dog outside if he is prone to barking. It is very disturbing to your neighbors and is a violation of several city ordinances. Homeowners may contact the Constable to report nuisance barking.

Be respectful of your neighbors and pick up after your pup when enjoying the outdoors, whether on a walk or romping in the park.

## NWCC Fall Quarterly Meeting

7:30 pm Wednesday, October 14, 2015

Nottingham Park Meeting Room  
926 Country Place Dr.

The planned agenda is provided below. We hope to see you there!

- 1) Call to Order
- 2) Adoption of the Agenda
- 3) Adoption of the Minutes
- 4) Constables Report
- 5) Officer Reports
  - a) President
  - b) Vice President
  - c) Treasurer / Crest Management
  - d) Secretary
- 6) Committee Reports
  - a) Architectural Control
- 7) New Business
  - a) Pool Access Changes
  - b) 2016 Budget
  - c) NWCC Audit Results
- 8) Floor Motions
  - a) Two minute limit per homeowner
- 9) Proposed Business for January Meeting

## Nottingham Women's Club

Our wonderful sister organization, Nottingham Women's Club sponsors a variety of activities for Nottingham and Nottingham West. More than 150 friends and neighbors are already members.

If you're interested in joining the NWC, or have any questions please contact Joanie Esparza at 281-686-8825 or Allison Whisler at 713-376-8074.



## Holiday Safety Tips

The holidays are on the way and we all look forward to that wonderful and festive time of year. That can quickly change if you become the victim of a holiday break-in. Here are a few tips to keep in mind this season.

1. *If you're traveling, be sure to setup a vacation watch with the Constable at 281-463-6666 or use the [Precinct 5 Online Vacation Watch Form](#)*
2. *Make your house look lived in if you're away. Use light timers in various rooms and arrange for someone to collect mail and newspapers.*
3. *Don't post vacation plans to Facebook and Twitter or leave a voice mail greeting telling callers you are out of town.*
4. *Remove garage door openers from cars parked in the driveway and lock garage entry doors.*
5. *Notify trusted neighbors that you will be away and leave an emergency contact number.*



## NWC Holiday Lights Contest

We hate to talk about holiday decorating before Halloween, but the Winter NWCC newsletter will publish just before the holiday light contest deadline and we want everyone to participate.

Decorate and light up your home by 7:00 pm on December 19<sup>th</sup> to be entered in the annual NWC Holiday Lights contest. Winners will have bragging rights all year! But remember to take your decorations down promptly in January.



## Kimberley Sidewalk

You may have noticed the recent construction on Kimberley. The City of Houston Public Works Department is installing a sidewalk on the south side of Kimberley as part of the CoH [Safe Sidewalk Program](#). This is not sponsored by NWCC, but the result of an application submitted by a Kimberley homeowner four or five years ago. As long as the request meets the program requirements, no notice or approval was required. Once NWCC learned of the project, we circulated a petition to Kimberley St. homeowners asking for their support to challenge the construction. Fewer than 10 homeowners indicated any opposition to the sidewalk. If you have questions about the sidewalk visit [www.houstontx.gov](http://www.houstontx.gov) or call 3-1-1.

## Nottingham West Civic Club Meeting Minutes

MINUTES OF THE QUARTERLY HOMEOWNER MEETING OF THE NOTTINGHAM WEST CIVIC CLUB, INC., WHICH WAS HELD ON JULY 22, 2015 AT THE NOTTINGHAM PARK MEETING ROOM LOCATED AT 926 COUNTRY PLACE DRIVE, HOUSTON, TEXAS 77079.

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**DIRECTORS PRESENT:** Rosanna Hinde, John Benton, Angie Lootens and Pam Ziegenbein

**IN ATTENDANCE:** Hayley Harkins representing Crest Management Company, as managing agent.

**CALL TO ORDER:** The meeting was called to order at 7:35 p.m. with 29 lots represented.

**ADOPTION OF AGENDA:** The Agenda was approved as presented by unanimous consent.

**ADOPTION OF MINUTES:** Minutes of the Board meeting held on May 5, 2015 were approved as presented by unanimous consent.

**CONSTABLE'S REPORT:** The Constable reported that there have been burglaries of vehicles and construction materials have been stolen in surrounding communities. They recommend keeping doors locked and valuables out of sight. Motorcycle units assist with speeding on Kirkwood while the Constables focus on activity inside the community. If homeowners would like to submit a request for a speed trailer to be put out on Kirkwood, the request form is available on their website. Please report any suspicious activities, vehicles, or people by calling 281-463-6666. The Constables cannot address issues if they are not notified.

### OFFICER REPORTS:

#### a) President – Rosanna Hinde

Welcome to New Homeowners. Please make sure you are regularly maintaining your yard, especially during the summer. Please call the Constables to submit vacation watch requests.

#### b) Vice President – John Benton

The 4<sup>th</sup> of July party was a success with the biggest crowd ever. Thanks to Nicole Stalnaker for her help with the party. A request was received to extend the pool schedule for weekends only (Friday, Saturday and Sunday) through September. Members will vote on this item during New Business.

#### c) Treasurer – Crest Management Financial Update

Total cash was noted as \$245,756.04, total reserves was noted as \$2,995.30, and accounts receivables was noted as \$72,122.28, including \$66,972.13 in outstanding 2015 maintenance fees. The Association was 74% collected after the 2<sup>nd</sup> billing. The trash reimbursement from the City of Houston dating back to April 2013 was received in the amount of \$52,350.00. Crest Management is now requesting reimbursements on a monthly basis.

#### d) Secretary – Angie Lootens

If you would like to receive the newsletter electronically, please contact the Board with your email address. Community updates are also sent out via email periodically. There is a new community Facebook page – “Nottingham West Neighborhood.”

### COMMITTEE REPORTS:

#### a) Architectural Control – Preston Mood

There are 55 new homes and additions to existing homes that have been approved for construction. 43 new homes have been completed and 7 new homes are currently under construction. Contact Preston with any questions or concerns about builders and/or construction in the community. He is the liaison between the community and the builders on all construction matters.

#### b) Super Neighborhood Liaison – Reed Brown

A town hall meeting will be held for discussion of the Memorial Dr. expansion project.

### NEW BUSINESS:

a) Park Upgrade Phase 1 - Bid Selection

Bids were received for equipment and landscaping. The approved budget for equipment is \$43,720.00 and the approved budget for landscaping is \$40,221.30. Equipment Bids were provided by All Play, Inc., APC Play, and BYO Recreation. A selection committee met on July 12<sup>th</sup> to review the bids and make recommendations to the members. The committee recommends the APC Play bid at \$41,753.53, which is within budget and will provide the most activity pieces for the money. Motion was made, seconded and carried by majority vote to go with the committee's recommendation of APC Play at a cost of \$41,753.53. Landscape Bids were provided by Arrow Landscaping and Oden Design & Contracting. The selection committee recommends the Oden Design & Contracting bid at \$34,995.00 based on the detailed proposal and experience with the staff during the bidding process. Motion was made, seconded and carried by majority vote to go with the committee's recommendation of Oden Design & Contracting at a cost of \$34,995.00.

b) Vote to Allow Crest Management to take over Deed Restriction Monitoring

The Board advised that the cost is \$300.00 per month and will not require an increase in the dues. The Board recommends Crest to perform deed restriction monitoring for impartiality and consistency. Motion was made, seconded and carried by a majority vote to approve Crest Management taking over Deed Restriction Monitoring at a cost of \$300.00 per month.

c) Open Pool Hours without Lifeguards

The Board advised that a homeowner was appointed to research and provide more information at the meeting but was not in attendance; therefore, no information was available for review. This item was tabled.

d) Extending Pool Season through September

The Board advised that the cost is \$2,640.00 to extend the pool season, weekends only, through September. The pool would be open Fridays from 4 p.m. to 8 p.m., Saturdays from 10 a.m. to 8 p.m. and Sundays from 12 p.m. to 8 p.m. Motion was made, seconded and carried by a majority vote to approve extending the pool season through September at a cost of \$2,640.00.

**FLOOR MOTIONS:**

A homeowner reported that tree branches are hanging extremely low at the intersection of Kimberly and Kirkwood. The Board advised that this should be reported to 311 as the HOA cannot trim the trees.

A homeowner made a motion to thank John Benton and Dan Whitton for their work on the park project.

**PROPOSED BUSINESS FOR OCTOBER MEETING:**

A homeowner reported that the lifeguards are not enforcing the lap lane making it difficult for residents to swim laps. Director Benton will contact Sweetwater Pools to address this.

**ADJOURNMENT:** There being no further business to come before the Board, the meeting was adjourned 8:50 p.m.