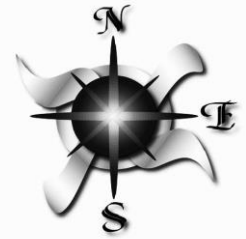


NOTTINGHAM WEST



Civic Club Inc.

June 2016

Web site: www.nottinghamwest.net E-mail: nwcc@earthlink.net

Homeowners Associations

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As homeowners, we all have insurance to protect our homes against damage and our investment against loss. A key component for many neighborhoods in Houston is the homeowners association which can contribute to the value of your investment. There are questions that all homeowners should ask about NWCC or any HOA when considering a move to a new neighborhood.

- How are decisions made? Most HOAs elect a Board of Directors to manage the business of the neighborhood; many use professional management companies to ensure compliance with state law and handle many day-to-day functions.
- How will I hear about issues, decisions and other important neighborhood matters? Does the HOA distribute newsletters and on what frequency? Is there a community website where information is available?
- How are association dues collected? Who manages the association’s finances – a professional management company or a homeowner? Can dues be paid with a credit card or online? How are delinquent accounts handled? If a board member becomes delinquent, do the same rules apply?
- Does the community have deed restrictions and are they enforced? How are violations identified, noticed and cleared? Are deed restrictions applied to all properties equally, and when violations occur, are they handled in the same way regardless of who owns the property?

Perhaps, the most important question is whether the officers/board members, or candidates for office, share your view of the neighborhood and if they represent the majority of homeowners.



Votes Scheduled for the July NWCC Meeting

Pool	Committees
Replastering	Nominating
Pool Tags for 2017	Audit
Pool Sign	Bylaw Review
Park	
Playground Shade Structure	
Landscape Maintenance	

Semi-Annual Assessments Due July 31

Semi-annual assessment statements were mailed to homeowners on June 16. The annual assessment for 2016 is \$614.73, payable semi-annually. The amount due by July 31 is \$307.37.

NWCC will work with any owner in need of additional time to bring their account current. Accounts in arrears as of August 1 will incur finance charges unless arrangements are made. To inquire about payment plans, or if you have misplaced your statement call Staci Tucker at Crest Management, 281-945-4651. To pay your NWCC assessments with a credit card or online, visit www.crest-management.com



NWCC 2016 July Meeting

The July meeting of the Nottingham West Civic Club will be held on **Wednesday, July 20, 2016 at 7:30 pm.** The meeting will be held in the **Nottingham Park Meeting Room, 926 Country Place Dr.** We hope to see you there!

- 1) Call to Order
- 2) Adoption of the Agenda
- 3) Adoption of the Minutes
- 4) Opening Remarks
- 5) Constables Report
- 6) Officer Reports
 - a) President
 - b) Treasurer
 - c) Secretary
 - d) Financial Review
- 7) Committee Reports
- 8) New Business
 - a) Park Votes
 - i) Landscape Maintenance Contract
 - ii) Playground Shade Structure
 - b) Pool Votes
 - i) Replastering
 - ii) Pool Tags
 - iii) Pool Sign
 - c) NWCC Committees
 - i) Nominating
 - ii) Audit
 - iii) Bylaw Review
- 9) Proposed Business for October Meeting
 - a) Motions from homeowners (2 minute limit)

Annual July 4th Pool Party



NWCC hosts a July 4 pool party every year. The celebration begins Monday July 4 at 10:00 a.m. at the Nottingham West pool. A hotdog, bag of chips and a drink are available for \$2.

Be sure to come early before the dogs and drinks run out!

We still need volunteers from the neighborhood to manage games and prizes for the kids. If you're in town for the weekend and can help, please email nwcc@earthlink.net.

Nottingham Notes



Welcome New Neighbors!!

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

Neighborhood Security

- Report suspicious persons or vehicles to the Pct. 5 Constable at 281-463-6666. **Always dial 9-1-1 in an emergency.**
- If you're heading out of town, be sure to notify the Constable.

Yard of the Month Winners!

Our neighborhood has some lovely landscaping! Recent winners are:

- **April:** 14035 Barryknoll
- **May:** 14134 Kingsride
- **June:** 14127 St. Mary's

Congratulations to all the winners!

Missing Out on NWCC Newsletters?

If NWCC newsletters aren't making it to your Inbox, please make sure we have your current email address on file and nwcc@earthlink.net is added to your approved contact list. No email? Make sure that Crest Management has your current mailing address on file.

Planning to Paint?



Exterior changes like repainting your home or major front or side landscaping changes must be approved by the Architectural Control Committee **before** the work is done. Email the details to the ACC at nwcc@earthlink.net. Your plans will be reviewed and once approved, work can begin. If you're painting, be sure to include the paint manufacturer and color names and numbers.

DRV Reminder

Keep these property maintenance tips in mind: mow and edge weekly, keep weeds under control, make sure all planting materials, RVs, boats, trailers, etc... are out of sight. Obtain ACC approval before placing a storage pod / dumpster in the driveway. Refer to the deed restrictions for complete information.

NWCC Web Site

Visit www.nottinghamwest.net for helpful information on NWCC meetings, assessments, trash pick-up, pool & park hours and more.

Crest Management

Contact our management services team at 281-579-0761 Monday thru Friday from 9:00 a.m. to 5:00 p.m. Visit them on the web at www.crest-management.com

NWCC Officers

Rosanna Hinde, President
Pam Ziegenbein, Treasurer
Angie Lootens, Secretary

SPEED BUMPS

At almost every quarterly meeting the question of speed bumps is raised. The City of Houston [Neighborhood Traffic Management Program](#) implements "traffic calming" measures, such as speed cushions, traffic circles, median islands, curb extensions, diversion techniques, etc. aimed at enhancing safety for pedestrians and cyclists. [Applications](#) for NTMP intervention may be made by one or more residents/property owners and are reviewed by the Department to determine eligibility. Final plans require City Council approval.



NOTE: NWCC does not sponsor or manage neighborhood participation in traffic management programs.

HOW NWCC MAKES DECISIONS

The current NWCC Bylaws are very unique and differ from 90% of homeowners associations in Houston.

- The current bylaws require all expenditures and contracts between \$200 and \$1000 be approved by the Board of Directors, or a majority of homeowners at a quarterly meeting, where a quorum exists. NWCC officers bring all expenditures greater than \$200 to quarterly meetings for a vote by homeowners.
- A quorum exists if 15 lots are represented.
- Expenditures greater than \$1000 can only be approved by a majority of homeowners attending a quarterly meeting.
- Meeting agendas included in quarterly newsletters provide notice of upcoming votes for homeowners.

Homeowners attending quarterly meetings make decisions for the entire neighborhood.

There are exceptions including votes to amend Bylaws or Deed Restrictions, changes to trash service, security contracts, and capital improvements.

The bottom line is if you want to have a say in expenditures and other decisions in our neighborhood, then you need to attend four (4) meetings a year.

Home Security Tips

- **Report suspicious people, vehicles or behavior to the Constable at 281-463-6666.**
- Keep porch lights on at night, front and back.
- Lock the back gate.
- **Use your home alarm every time and list Precinct 5 Constable as the first responder.**
- In the event you have a break-in, call the Constable as they respond faster than HPD.

The NWCC website has been updated and improved!!

Check it out at nottinghamwest.org or nottinghamwest.net

Which Home Do You Want Next Door?



Everyone hates deed restrictions and no one wants to get a notice that says you aren't maintaining your home properly. We get it! Here's the thing – if you think the deed restriction violation notices are too picky, we encourage you to work on changing the deed restrictions, not eliminate enforcement.

NWCC can't stop enforcing deed restrictions for several reasons. The current Bylaws require enforcement and NWCC has a fiduciary duty to homeowners to do so. In addition, failure to enforce equally could diminish the Civic Club's authority to address an egregious violation or prevent a developer from building multiple, 3 or 4-story residences on two adjoining properties. Houston has no zoning laws so HOA deed restrictions are critical to keeping residential neighborhoods like ours residential. Rest assured that enforcement is not selective and all violations are noticed.

Deed Restriction monitors drive through the neighborhood toward the end of the month and violation notices are based on conditions noted at the time. If you have concerns about why a violation is noted, if the issue noted has been resolved, or if you need more time to correct a problem, please contact Crest Management. They act on behalf of NWCC and apply deed restrictions to all properties equally. Homeowners should also know that NWCC pays a flat, monthly fee for deed restriction monitoring, and the volume of DRV notices **does not** affect the monthly fee.



Trash Pick-up Reminders

NWCC contracts with VF Waste for residential trash pick-up. VF collects heavy trash and recycling on Fridays. Limited amounts of construction debris and landscape waste will be picked-up as long as it meets the established guidelines. Recently, VF has reported debris left for pick-up that exceeds the size/weight guidelines and was not removed. Construction debris must be broken down into bundles that will fit into a garbage truck, not a dump truck, and weigh less than 40 lbs. Do not leave an entire fence or deck for pick-up. Fence panels must be broken down; pickets stacked and tied into bundles of 6-8 boards. No more than 6-8 bundles can be left for pick-up at one time, any additional bundles should be placed curbside the following week. Landscape waste must be bundled and tied into 4-ft lengths. If you remove a tree, do not leave loose branches or tree trunks for pick-up. To arrange a special pick-up, call the VF Waste Services customer service team at 713-787-9790 or send an email to vfwaste@vfwasteservices.com.



Neighborhood HOA Fundraiser

Greg Kubala, owner of the Chick-fil-A on Dairy Ashford contacted NWCC about a special fund raising opportunity for our neighborhood.

This is an easy and tasty way to earn funds for the sun shade and fresh mulch in the playground. Chick-fil-A will donate 15% of designated inside and drive-thru sales to NWCC on two days this summer- Monday July 11 and Monday August 8.

It couldn't be any easier! Simply visit the Dairy Ashford Chick-fil-A on these days and tell the cashier you want your receipt counted for Nottingham West. ONLY receipts recognized for Nottingham West get counted. Guests cannot solicit other patrons at the restaurant on the day of for the event.

Who knows, if we can make this profitable for Chick-fil-A there could be more opportunities in the future.

So, eat more chicken--especially on July 11 and August 8!

Nottingham West Park Update

We've seen a lot of families in the park and hope everyone continues to enjoy the newly refurbished park. It's been a long road and we're nearing the finish line. The pavilion and toddler fence are being fabricated now, and APC Play hopes installation will be complete in July or August. Once APC begins the installation of the pavilion and fence, we will have to close the park for everyone's safety. We don't know the exact dates for installation, so rather than close the park and wait- we will keep the park open until the last possible minute.

We will provide homeowners with at least 48 hour notice that the park will be closed. *Please*, keep this in mind when planning your summer activities in the park.



Nottingham West Private Pool Rules

- Members must sign-in with lifeguards; owners must notify Crest Management if tenants are authorized to use the pool
- Obey lifeguard at all times
- No glass containers
- No alcoholic beverages
- Shower before entering pool
- No diapers (except swim diapers), gum, or band-aids in the pool
- Keep radio volume at a personal level
- No running or horseplay
- Guests and children under 10 must be accompanied by an adult 18 years or older
- Four guests maximum per member

Officer Commentary

Pam Ziegenbein and I first ran for office in 2012. In April 2013, Rosanna Hinde was convinced to run for Dave Campbell's unexpired term as President. The three of us, and John Benton, VP for 7 years, have worked together to improve our neighborhood, save money on trash service, rebuild the park and maintain the community at a higher level than when we moved in.

Recently we've noticed a change in the tone in our neighborhood and that's an indicator it's time to conclude our service to Nottingham West. Contrary to what some have said recently, there is no limit to how long an individual can serve, but each of us has decided not to seek office in 2017. We hope there are others in the neighborhood that will step up and volunteer their time and talents for Nottingham West. A selection committee will be appointed in July to seek out interested homeowners. If you have questions or are interested in running for office, please send an email to nwcc@earthlink.net.

Over the last four years I have enjoyed creating the NWCC quarterly newsletters, keeping up correspondence and in the last few months relaunching the NW website. During this time, I've noted some observations about HOAs.

- Few are willing to volunteer time to be an officer, but we all want increased home values, more amenities and a safe and friendly neighborhood.
- People don't like to be reminded about routine home maintenance or to cut the grass, but everyone wants their neighbors' properties to be well-maintained.
- It's tough to get offers to help, but when projects fall behind schedule, lots of people offer their criticism.
- Meeting attendance is sparse, participation is low and yet many complain about how the neighborhood is managed and the decisions that are made.

These are pretty obvious, but it's still worth it to occasionally point them out.

-Angie Lootens, on behalf of the NWCC officers



Kirkwood Rd / Woodthorpe Reconstruction Plans



On June 16, the City of Houston Public Works & Engineering (PWE) Department presented design plans for Kirkwood Road reconstruction and drainage improvements between Memorial and Brit Oak. The [design meeting presentation](#) and [handout](#) detail proposed changes include wider sidewalks, expanded bike lanes and the addition of left turn lanes at St. Mary's, Kingsride, Queensbury and Kimberley. Woodthorpe would be rebuilt from Carlingford to West Forest. All but seven trees down the center of Kirkwood would be cut down to make room for the left turn lanes into Nottingham West and Nottingham.

The City is accepting public comments through **July 18, 2016**. Now is the time to make your voice heard! Homeowners should email comments to PWE.planning@houstontx.gov. The NWCC officers are in favor of needed drainage and pavement improvements, but support is mixed for other parts of the program (left turn lanes and removal of trees). Please share your opinion with NWCC.

MINUTES OF THE QUARTERLY HOMEOWNER MEETING OF THE NOTTINGHAM WEST CIVIC CLUB, INC., WHICH WAS HELD ON APRIL 13, 2016 AT THE NOTTINGHAM PARK MEETING ROOM LOCATED AT 926 COUNTRY PLACE DRIVE, HOUSTON, TEXAS 77079.

DIRECTORS AND OFFICERS PRESENT: Rosanna Hinde, Angie Lootens, Pam Ziegenbein and Reed Brown (past President).

DIRECTORS AND OFFICERS ABSENT: Mark Dessens (past President).

IN ATTENDANCE: Hayley Harkins, Bridgett Cummings and Melanie Kennedy, representing Crest Management Company, as managing agent and Luke Tollett, representing Holt and Young, P.C.

CALL TO ORDER: The meeting was called to order at 7:30 p.m. with 53 lots represented in person and 54 lots represented by proxy.

ADOPTION OF AGENDA: Motion was made, seconded and carried to approve the Agenda as presented.

ADOPTION OF MINUTES: Minutes of the Board meeting held on January 20, 2016 were approved, with revisions.

OFFICER REPORTS:

a) President – Rosanna Hinde

Director Hinde advised that, in an effort to ensure ample time to discuss and address questions on the proposed Bylaw amendment, this item of business would be discussed first and the remaining items on the agenda would be discussed if time permitted. Director Hinde provided a brief report on the Memorial Dr. reconstruction project and its effects on traffic within the community, noted a school board vote scheduled for April 14th and addressed outstanding assessments. Director Hinde advised that the park project is nearing completion, with a pavilion and shade structure pending. The grand opening of the park is scheduled for May 28th.

NEW BUSINESS:

a) Vote on Bylaw Amendment

Mr. Tollett provided an explanation of recent legislative changes to Texas Property Code that effect Homeowners' Associations and advised that an amendment has been proposed to ensure that the governing document is in line with these laws. Homeowners made motions from the floor to table the vote and to amend the agenda. Mr. Tollett advised that the agenda calls for a vote on the amendment, which must be taken, and that notice is required for action taken at a meeting, so the agenda could not be amended. Mr. Tollett took questions from the floor and addressed concerns on Board positions, the separation of Directors and Officers, declining quorum, Board approved expenditures, transparency, etc. Mr. Tollett noted that the amendment to the Bylaws would allow owners the convenience of reviewing one document instead of needing to review Property Code and the existing Bylaws in order to ensure compliance with new laws that supersede sections of the existing Bylaws.

Director Hinde called for a vote on the proposed Bylaw amendment, which was provided in written format. Ballots were cast and votes tallied. Based on the votes cast, the amendment did not pass.

FLOOR MOTIONS:

A homeowner made a motion to appoint an audit committee per Article 6, Section 8.4 of the Bylaws.

A homeowner made a motion to seek a third party to audit the financials in order to avoid any conflicts of interest.

A homeowner made a motion for the President to appoint a committee to propose a new Bylaw amendment that will be in compliance with all state laws and acceptable to the Members, based on concerns expressed at the meeting.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 8:48 p.m.