

MINUTES OF THE MEETING OF THE WESTFIELD TERRA HOMEOWNERS ASSOCIATION, INC.'S BOARD OF DIRECTORS MEETING HELD ON THURSDAY, JULY 17, 2008 AT 20222 MISTY COVE, KATY, TEXAS 77449 AT 5:30 P.M.

DIRECTORS PRESENT:

Audrey Gurski
David Morris
Will Shutt
Liz Gonzales

IN ATTENDANCE:

Sergeant Ron Boatman of the Harris County Sheriff's Office and Rachel Schmutz, representing Crest Management Company, Inc. as managing agent.

GUEST INPUT:

Sergeant Boatman introduced himself and informed the Board that the MUD district had hired a second officer to patrol the area. He advised that Deputy Ta and Deputy King were the two officers responsible for patrolling the MUD district. Sergeant Boatman advised the Board that there was a teen curfew in effect that states minors 16 and under are not permitted to be out without an adult after 12 midnight. A discussion was held on graffiti in the community and Sergeant Boatman informed the Board that the county would remove graffiti from street signs. Sergeant Boatman also advised that the county is not currently accepting new patrol contract from HOA's due to a staffing shortage.

CALL TO ORDER & ADOPTION OF AGENDA:

The meeting was called to order at 5:43 p.m. by Will Shutt. Rachel Schmutz acted as recording secretary. The agenda was adopted as presented.

MEETING MINUTES:

The Board was presented with the minutes of the meeting of June 19, 2008. After review, the Board approved the minutes.

FINANCIAL REPORT:

The agent advised the Board that there was \$209,980.83 in the operating accounts, \$20,338.17 in the non-capital reserve account and \$78,768.06 in accounts receivables. The financials were discussed in detail and approved as presented.

DEED RESTRICTIONS:

The Board reviewed the deed restriction edit report and were provided with copies of the pictures of violations to be considered for attorney action. After review of the pictures, the Board instructed the agent to take the following action:

- 102011 - send to the attorney for failing to replace the rotten wood above the garage door and removing the mildew from the right side of the home'
- 203035 – send to the attorney for failing to remove the mildew from the home.

The Board also instructed the agent to send an additional certified demand letter to account 104014 requesting that they trim the palm tree in the backyard. The Board

**WESTFIELD TERRA HOA
BOARD MEETING MINUTES
PAGE 2 OF 3**

instructed the agent not to send this account to the attorney until the other existing violations have matured enough to be pursued by the attorney as well.

The Board advised the agent that the owner of account 205013 had died and that the home appears to have been rented out to multiple families.

NEW BUSINESS:

TUTTLE CONSTRUCTION SCHEDULING:

The Board was advised that Tuttle Construction had scheduled to begin the approved work on the pool fence repainting, the playground fence installation, and the brick planter box repair for July 21, 2008.

NATIONAL NIGHT OUT FUNDING APPROVAL:

The Board was advised that the date had changed from August 2008 to October 7, 2008 for National Nigh Out in Texas. The agent also requested an approved dollar amount for the social committee to spend on this event. The Board decided to wait and speak with the committee members in the open forum portion of the meeting. During open forum, the Board advised the owners present that in prior years, the community put on a bike parade with the Fire Department leading the parade. The Board also advised that certificates were given to all of the children who participated in the bike parade. The committee members were advised of the amount of funds remaining in the budget for activities in the fiscal year of 2008. After a brief discussion, the committee members advised the Board that they would prefer to spend the remaining monies on the Christmas event.

ACC APPLICATION AND NEIGHBOR DISPUTE:

The Board was presented with an ACC Application to approve existing surveillance cameras for account 503012 along with a dispute letter from a neighbor requesting that the cameras be denied. After review of the dispute letter, the Board instructed the agent to send the application and the letter to the attorney for a legal opinion.

UPDATE ON ACTION ITEM LIST:

The Board was advised of what items on the Action Item List remained unresolved since the last Board meeting.

POOL FURNITURE:

This item was tabled for discussion at the budget meeting so that the items could be included in the budget for 2009.

POOL RULES SIGNAGE:

The Board was presented with a draft of the pool rules sign. After review, the Board approved the rules as written.

**WESTFIELD TERRA HOA
BOARD MEETING MINUTES
PAGE 3 OF 3**

POOL SHADE STRUCTURE PROPOSAL:

The agent presented a proposal to the Board. After review, the Board instructed the agent to table this item until the 2009 budget meeting so that the Board could budget accordingly for the expenses.

ACC APPLICATIONS:

The Board reviewed ACC Applications for improvements to homes that had been received prior to the Board meeting.

SCHEDULING OF NEXT MEETING:

The next meeting was scheduled for Tuesday, August 19, 2008 at 5:30 p.m. at 20222 Misty Cove, Katy, Texas 77449.

ADJOURNMENT:

There being no further business the meeting was adjourned at 7:00 p.m.

APPROVED:

Date

Secretary

Westfield Terra Action Item List

June 19, 2008 Meeting– Unresolved Items

- Agent is to request the County reimburse the HOA for invoice 10664 for \$2289.76 from Gruenland for the repairs made to the irrigation. Damage due to the construction on Fry and Misty Cove. *Request has been made. Waiting on response from County.*
- Agent is to look into old proposal to install a walking trail around detention pond with benches and a water fountain and rebid the scope. *Bid has been requested.*
- Agent is to investigate the possibility of the ownership of the wrought iron fence around the detention pond being transferred to the HOA from the MUD. *Agent is reviewing documentation in HOA's records.*

July 17, 2008 Meeting – New Items

- Agent is to forward account 102011 and account 203035 to the attorney for their deed restriction violations.
- Agent is to hold on account 104014's deed restriction violation until the other existing violations on the home have matured enough to be sent to the attorney (if not corrected prior to). *Done.*
- Agent is to send a letter to account 205013 regarding multiple families living in the home. *Certified demand letter mailed July 21, 2008.*
- Agent is to send the ACC Application for account 503012 and the dispute letter from the neighbor to the attorney for a legal opinion. *Sent to attorney for review.*
- Agent is to have the approved pool rules sign installed. *Approval has been sent via email to A-Beautiful pools.*
- Agent is to find out where Westfield obtained their "Neighborhood Patrolled by the Harris County Sheriff's" signs.