

**Memorial Plaza Civic Club  
Minutes from 2019 Annual Meeting**

Meeting held Thursday, Oct 3, 2019, 7:30 PM  
Rummel Creek Elementary Cafeteria

Upon confirmation of quorum, consisting of 30 plus members including proxy ballots, President Lars Koster welcomed those in attendance.

Introductions of board members and other committee members were made and acknowledged:

President- Lars Koster  
VP Operations- Jon Rice  
VP Communications- vacant  
Treasurer- Lee Mediamolle  
Secretary- Dennis David

Lars explained the reason for the later than usual annual meeting, which was mostly attributed to scheduling conflicts among the board members.

Lars put out the offer for others in the neighborhood to volunteer for running for a board position or joining the architectural review committee. Every board position is open for those interested.

**Constable / Security Reports:**

Harris County constable representative Lt. Steve Cruz spoke. Shawn Ahmed (who replaced longtime officer Kerrey Goetz) is assigned to our neighborhood and highly regarded. Lt. Cruz gave a brief report and discussed the following topics:

- Very few recent incidents in the immediate area.
- Discussed tactics often used by perpetrators to case and enter homes, including groups which work in tandem under the guise of being utility workers, meter readers, tree trimmers, etc. Often one party will lure the homeowner out of the house as a distraction, while the partner-in-crime enters the house to steal valuables, and leaving before the homeowner discovers the theft.
- Reiterated: "...if you do not know the person at your door, do not open the door. Let them know you are home, but do not open the door." Will target the easiest homes, those where no one is home.
- For solicitors, do NOT buy anything from them. It will decrease their interest in our neighborhood. Solicitors can use the public streets, but you have the right to ask them to leave your property. If at any time you feel comfortable, contact the Constable and they'll come out, but have limited enforcement powers to make them leave.
- Vacation notices can be completed on-line, but constable visit to your house is still available
- Super Neighborhood and Constable e-mail communication is received by MPCC and passed along when applicable
- Constable e-mail reports are available every Friday for Precinct 5 via Precinct website
- Call Constable anytime and report suspicious vehicles or activity. Okay to contact HPD, but generally Constable will respond quicker.
- Discussed the benefits of having the Ring doorbell camera and app video recording system, which can be used for sharing and quick spread of neighborhood crime incidents. Always report incidents to the Constable...they can be posted onto their Facebook page and other social media outlets for sharing with others.

- Suggested setting house alarm systems to contact Constable if alarm is tripped.
- Discussed some street intersections in the neighborhood needing stricter enforcement of the speed limit and stop signs. Officer Shawn has been focusing on the higher traffic spots in the area, like the school zone during peak hours.
- Limit on street parking in the neighborhood and keep cars in driveway.

## **Neighborhood Updates:**

Lars provided the brief updates since 2018 annual meeting including:

- Website- [www.memorialplazacivicclub.com](http://www.memorialplazacivicclub.com). Reminder to access the website for Deed Restrictions, neighborhood activities, Women's Club Activities.
- Continue to see turnover in the neighborhood and demos/ new builds.
  - Solicited any homeowners in the neighborhood who might be interested in joining the board and/or Architectural Review Committee.
  - Lars discussed the board's recommendation to contract with a neighborhood management company. Reasons include:
    - to help with consistent application and enforcement of deed restrictions,
    - follow-up with proper notices on violations
    - communication with legal counsel on legal matters
    - assisting with communication and mailings to the homeowners
    - annual dues collections
    - manage the insurance, landscaping, constable, trash and mosquito spraying contracts
    - managing the accounting, budgeting and reporting

## **Budget Update**

Treasurer Lee Mediamolle, provided a review of the 2018-2019 financial performance, and the 2019-2020 Budget recommended by the Board.

Highlights:

- For 2018-19, Actual Dues Collections and overall expenses were very close to budget with differences due only to timing
- Net profit was approximately \$5,764 vs budget of \$1,576 mostly due to lower than planned expenses including not hiring a management company.
- Nothing unusual occurred in 2018-19
- Cash reserves at good levels
- For 2019-20, Dues will remain the same at \$425, from \$365, with early pay discount.
- Due Date for Annual Dues announced and notices to be sent ASAP. \$60 Discounts available for early payment 45 days after notices sent (extended to accommodate the later than usual timing of this year's annual meeting);
- Reminder that MPCC has dues payment option using credit card via PayPal on the MPCC website: [www.memorialplazacivicclub.com](http://www.memorialplazacivicclub.com)
- Motion to approve budget as presented was made, seconded and unanimously approved.

## **Deed restriction Compliance (Lars)**

- All Documents on website under Resources for members to view and/or third party vendors/ contractors.
- Residents must submit plans to Architectural Control Committee before construction and permitting.
- Must have Signed affidavit for permit.
- Deed Restriction Violations- Board issues letters regarding Deed Restriction compliance on reported violations. If further action required, MPCC involves legal counsel.
- MPCC will occasionally hire contractor to maintain properties not in compliance, due to inaction by the homeowner

## **Election of MPCC Directors**

- After an announcement by Lars that all board members were ready to vacate their positions, Lars again encouraged everyone to seek interested homeowners to consider volunteering to participate on the board. No official motion or vote to re-elect the current officers was made. Current officers will remain until substitutes/ replacements can be made.

## **Open Discussion**

- Vacant house on Memorial: concern was raised about the condition of the home and related danger. The board is attempting to get the problem rectified but mostly it is beyond our powers to remedy, so we expect it to be a slow process.
- Problems with Cherrybark house which is constantly in need of maintenance and trimming/pruning of overgrowth of trees, shrubs and yard plants. Many attempts have been made to prompt homeowner to correct. Discussed options to address the problems including legal steps and City of Houston's 311 program.
- **Holiday trash pick-up:** Trash pick-up services are not provided on certain Holidays. The schedule is on the MPCC website and it is located in the Memorial Plaza directory.

There being no further business, the meeting was adjourned.

Dennis David, Secretary