



Canyon Gate at Northpointe Owner's Association Board of Directors Meeting Minutes April 19, 2018

Call to Order: Lee Stubbart called the meeting to order at 6:30 p.m. Lee Stubbart, Greg Creel, Patrick Kennedy and Sherry Carthane were in attendance. Mike Roper was absent from the meeting. Association Manager, Tally Jenkins, CMCA, AMS, PCAM and Deputy Dave Enstrom were also in attendance.

Recalled Annual Meeting: No additional proxies were received. As a result the election and approval of the 2017 Annual Meeting minutes are postponed until prior to the next regular meeting of the Board. The date of the meeting will be announced.

Homeowner Input: Eight residents were in attendance. Discussions included requests for the missing ceramic speed buttons to be replaced and the depth of the Kiddie Cushion in the playgrounds. The residents were advised that the height is based on the recommendations of the Consumer Product Safety Commission and insurance requirements. The Kiddie Cushion will compact with use and time. Residents also expressed concerns with overspray on resident wood fences from the paint on the recently replaced concrete walls.

Adopt Agenda: Upon a motion by Greg Creel, seconded by Sherry Carthane the Board unanimously adopted the agenda.

Minutes: Upon a motion by Greg Creel, seconded by Patrick Kennedy the Board unanimously approved the minutes of the November 20, 2017 meeting as corrected.

Security Report: Deputy Enstrom reviewed the Security Report for October and November 2017. Deputy Enstrom reported he arrested a resident selling marijuana on the basketball court. He also reported that during the previous two months, there were two burglary of motor vehicle and 1 criminal mischief reports filed.

Financial Reports: Greg Creel reviewed the Financial Report for the month ending March 31, 2018. Upon a motion by Sherry Carthane, seconded by Patrick Kennedy the Board unanimously accepted the financial reports as presented.

Interim Decisions:

Easter Egg Hunt - Approved the expenses for the Easter Egg Hunt held on March 18, 2018.

Clubhouse Refrigerator - Replacement of the clubhouse refrigerator at a cost of \$499.00 plus tax and delivery. The sale of the old refrigerator was also approved.

Front Exit Gate - Approved a proposal from AMC Access Control to replace the closer for the front exit gate at a cost of \$2,897.00.

Pool Management Contract - Approved pool management contract proposal from Greater Houston Pool Management at a cost of \$38,455.00 for 2018 pool season. The pool will be open the first weekend in May and will close Labor Day weekend.

Pool Furniture - Approved the purchase of new pool furniture valued at \$15,000.00 for \$7,824.00. The furniture will include 6- 42" tables each with 4 chairs, 8' umbrella and 6' umbrella basis.

Mosquito Fogging Contract - Approved the renewal of the Mosquito Fogging Contract at a cost of \$94.34 per treatment + \$15.00 per month for TCEQ log maintenance.

Irrigation Repairs - Approved irrigation repairs at a cost of \$7,294.87.

Playground Fence - Approved a proposal from Atlas Fence to install 215lf of 4ft wrought iron fence in front of Community Center Playground at a cost of \$6,395.82.

Educational Programs - Approved the contact with Harris County Sheriff's Department to schedule educational programs for residents in the clubhouse. The Sheriff's Department offers at least a dozen various safety classes for the community to host. Once confirmed the attempt will be to schedule one class monthly. Additionally we will offer CPR classes through an independent instructor.

Park Drainage - Installation of drainage system for Community Center Park at a cost of \$5,896.00.

(Continued on Page 2)

IMPORTANT NUMBERS

| | |
|-------------------------------|--------------|
| CGNOA Recreation Center | 281-290-6723 |
| Guard House..... | 281-357-4183 |

SCHOOLS

| | |
|---------------------------------------|--------------|
| Tomball Independent School Dist. | 281-357-3100 |
| Willow Creek Elementary | 281-357-3080 |
| Canyon Pointe Elementary..... | 281-357-3122 |
| Northpointe Intermediate | 281-357-3020 |
| Willow Wood Junior High | 281-357-3030 |
| Tomball High School | 281-357-3220 |
| Tomball Memorial High School..... | 281-357-3170 |

PROPERTY TAX

| | |
|---------------------------|--------------|
| Harris County Tax..... | 713-224-1919 |
| Mud #280 and Mud #15..... | 281-376-8802 |
| NW Harris WCID | 281-376-8802 |

POLICE & FIRE

| | |
|--|--------------|
| Emergency | 911 |
| Harris County Sheriff (Non Emergency) | 713-221-6000 |
| Klein Vol. Fire Dept. | 281-376-4449 |

MEDICAL

| | |
|---|--------------|
| Tomball Regional Medical Center | 281-401-7500 |
| Methodist Willowbrook Hospital..... | 281-477-1000 |
| Houston Northwest Medical Center | 281-440-1000 |
| Cy-Fair Hospital..... | 281-586-4700 |
| Texas Sports Medicine Center | 281-351-6300 |
| Poison Control..... | 800-764-7661 |
| Cypress Creek EMS (www.ccems.com) | 281-378-0800 |

UTILITIES

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|--|--------------|
| Centerpointe Energy | 713-207-7777 |
| Power To Choose..... | 888-797-4839 |
| Centerpointe Energy Entex | 713-659-2111 |
| En-Touch (Customer Service) | 281-225-1000 |
| Telephone AT&T..... | 800-464-7928 |
| Water District Manager (15 & 280) | 281-376-8802 |
| Waste Management | 713-686-6666 |
| Waste Management Hazards Waste Pickup-280 Only | 800-449-7587 |
| Utility Marking - Texas One Call | 800-245-4545 |
| Before You Dig..... | 811 |

TV / INTERNET

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| AT&T U-Verse | 888-320-2167 |
| DirecTV..... | 888-777-2454 |
| DISH Network | 888-825-2557 |

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Communications Agreement - Approved agreement with Communications Consulting Group to negotiate on behalf of the Association with the cable services providers for a compensatory revenue stream payable, cable performance standards as well as indemnification provisions ensuring that any damages caused by cable provider employees or subcontractors will be repaired totally at providers expense.

Ceramic Button Proposal – The Board approved a proposal from D&C Contracting to replace the missing ceramic speed buttons at a cost of \$4,640.00.

Old Business:

Concrete Wall Replacement – The replacement of the wall is complete. The owner of Concrete Fence Systems advised that the cost of wall increased in 2017 to \$100 LF and the Association saved over \$300,000.00 last year by locking in the price at the end of 2016 for the entire project.

Boudreaux Fence – The installation of fill dirt and hydroseed along the Boudreaux fence line is complete.

Playground Upgrades – The upgrades to the playgrounds are complete.

Proposal to Retrofit Clubhouse Lights – The lights in clubhouse ceiling were replaced with LED lights by D&C Contractors at no additional cost when they raised the cabinets in the kitchen to allow a taller refrigerator.

Shed Roof and Gutters on Basketball Pavilion – The gutters/ downspouts on the basketball pavilion and the replacement of the roof on the storage shed have been completed.

Cleaning of Entry Monuments and Walls – The Board reviewed proposals to clean the mildew from all of the entry monuments and walls as follows:

Vista Landscape

Entry monuments including painting all letters \$3,230.00

Vista Landscape – Other options – cost itemized on proposal

Concrete Fence – Clean and paint 1400 lf' @ 10 lf'. \$14,000.00

* Proposal does not include stone monuments at entrance.

The Board postponed any decision

Coping Stones - Greater Houston Pool Management has completed the repairs to the coping stones.

Computer Upgrade – The upgrades to the computer software and hardware is complete.

Front Exit Gate – The replacement of the closer for the front exit gate has been completed.

Landscape Upgrades – Vista Landscape Services completed the installation of 35 – 1 gallon Liriope in the bed by the security building, 2 dead Crepe Myrtles at Canyon Star and Del Norte Canyon, 2 – 30 gallon Natchez Crepe Myrtles and 2 Wax Myrtles at the N. Eldridge entrance.

Clubhouse Furniture – As approved at the August meeting an email was sent to all owners advising the clubhouse furniture was to be sold via a silent auction. Photos of the furniture was included in the email. The total received for the furniture was \$1,432.00.

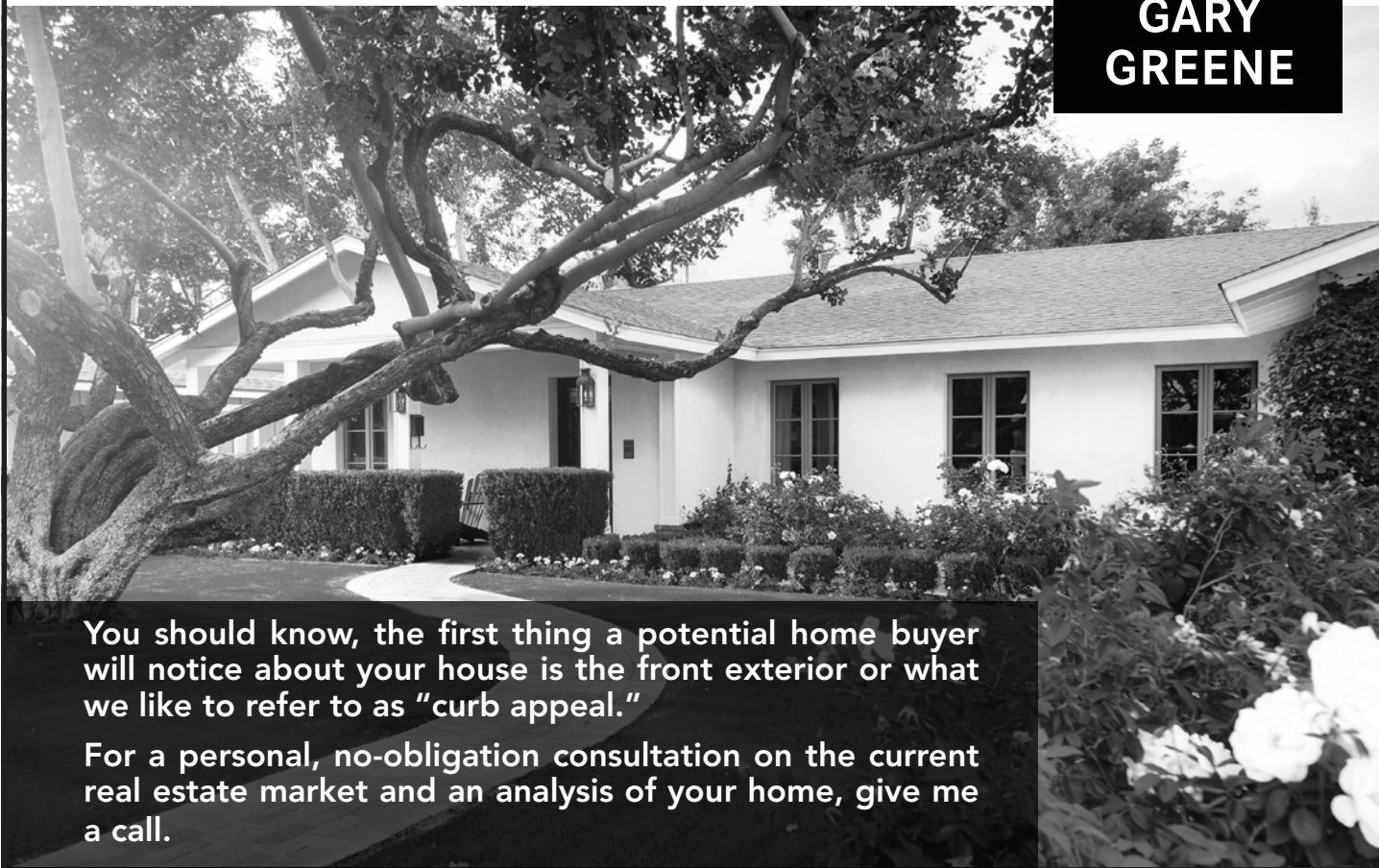
Ceramic Button Proposals (speed bumps) – Proposals to remove all of the ceramic speed bumps in the community at a cost of \$7,250.00 and to replace all of the missing ceramic speed bumps at a cost of \$4,640.00 are included for your review. Several residents have contacted the office to request the replacement of the speed bumps

(Continued on Page 5)

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CANYON GATE AT NORTHPOINTE MARKET REPORT FOR JUNE 2018*

Homes SOLD in June 5
Avg Days on Market 11
Avg Sales Price \$248,960
Average List Price vs
Sales Price Ratio 100.74%
*Data is from HAR for 6-1-18 through 6-30-18

As of July 1, 2018:

Homes Currently for Sale 12
Price Range \$232,500 - \$395,000

Homes Under Contract 8
Option Pending 2
Price Range \$269,500 - \$288,000
Pending Continue to Show 0
Price Range -
Pending 6
Price Range \$189,000 - \$280,000

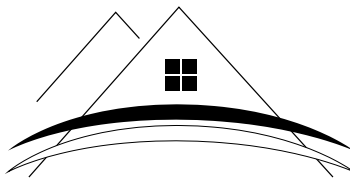
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and to also add another row near the second entrance to the clubhouse parking lot, which corresponds with the end of the playground area.

Spring Garage Sale – The Spring Garage Sale will be held on April 28th.

New Business

By-Law Amendment regarding quorum requirements – Upon a motion by Patrick Kennedy, seconded by Sherry Carthane the Board unanimously approved an amendment to the By-Laws that will allow the Association to hold an Election Assembly as allowed by the Texas Property Code 209. The election will be based on the actual number of votes received either in person or by proxy.

Social Media and the Board – A statement regarding the reasons the Board does not participate in social media was shared with the membership. The communication was been reviewed and approved by the Association's attorney and will sent to the community via email.

Electricity Tax Refund - The Association received a refund from MP2 Power (the previous electric provider) for \$4,505.45. The portion of the refund payable to Kilowatt Partners for performing the audit of the electricity expenses and filing the required refund request is \$1,351.62. Kilowatt has advised that the State of Texas will determine the amount of refund that we will receive for other sales tax paid and it will take approximately 6 months for them to review the information and issue a refund.

Replacement of tables, table cart and chair rack for clubhouse use

– The Board reviewed costs for the replacement of the 8 6'ft tables that are used for meetings and clubhouse social events due to aging and rough edges. Amazon had the lowest cost for the replacement of eight tables at a cost of \$799.84. The rolling table cart replacement cost would be \$218.84 and the cost for a new hanging folding chair truck would be \$239.81(all include shipping). The Board inspected the tables, cart and chair rack. It was determined that only two of the tables require immediate replacement. Upon a motion by Greg Creel, seconded by Sherry Carthane the Board unanimously approved the replacement of two tables and will install some type of insulation on the table cart to reduce damage to the tables.

Clubhouse Cleaning Proposals – The Board reviewed proposals to clean the clubhouse from Property Services at a cost of \$695.00 per month and Xellent Services at a cost of \$690.00 per month. Both proposals are approximately \$160.00 per week. Proposals were solicited based on complaints with the services provided by the current cleaning company which are not being addressed. The Board postponed any decision pending the receipt of additional proposals.

Park Rules – Upon a motion by Greg Creel, seconded by Patrick Kennedy the Board unanimously approved updated Park and Pool Rules that were presented for review and adoption. The rules will be posted at all the common areas. They will also be filed with Harris County as required by the Texas Property Code. New signs reflecting the updated rules will be posted in the park areas.

Meeting Schedule – the Board approved the proposed meeting dates for the remainder of 2018 as follows: June 21st, August 16th and October 18th.

Landscape Proposal – Upon a motion by Patrick Kennedy, seconded by Greg Creel the Board unanimously approved a proposal from Vista Landscape Services to install 1 – 30 gal Windmill Palm in bed behind pool to replace the dead palm (removed) and replace the dead shrub next to clubhouse with 1 – 3 gallon Sage at a cost of \$673.87.

Authorization to file suit and proceed with foreclosure: Upon a motion by Sherry Carthane, seconded by Patrick Kennedy the Board unanimously approved the Authorization to file suite and proceed with foreclosure of the Association's lien on the property for account #100209660.

Insurance Update – The Board was advised that the new fence and playgrounds have been added to the insurance.

Adjourn: The Board adjourned into Executive Session at 8:15 p.m.

Executive Session:

The Board reviewed requests from two owners to waive late fees on their account.

Reconvene Regular Session: The Board reconvened into the regular session to vote on the requests for waivers of late fees. Upon a motion by Patrick Kennedy the Board unanimously approved the waiver of fees for account #1002015201. The Board postponed any action on account #1002099601 pending receipt of additional information.

Adjournment: The meeting adjourned at 8:40 p.m.

Unanimously approved at the June 21, 2018 Board of Director's Meeting.

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