



Canyon Gate at Northpointe Owner's Association Board of Directors Meeting Minutes February 21, 2019

Homeowner Input (6:30 p.m.): Seven residents were in attendance. Discussions included the status of replacing the broken arm at the front entry and suggestion that an extra arm be kept in storage. Request that the timer for the tennis court and basketball be adjusted to turn off earlier. Residents expressed concerns with tailgating and damages to the N. Eldridge gate, website updates and the height of the Kiddie Mulch in the Papago Park. Suggestions for increasing community involvement were also discussed.

Call to Order: Lee Stubbart called the meeting to order at 7:00 p.m. Lee Stubbart, Sherry Carthane and Mike Roper were in attendance. Patrick Kennedy and Greg Creel were unable to attend the meeting. Also in attendance were Deputy David Enstrom, Association Manager, Tally Jenkins, CMCA, AMS, PCAM and Holly Harrison, HOA Assistant.

Adopt Agenda: Upon a motion by Sherry Carthane seconded by Mike Roper, the Board unanimously adopted the agenda as corrected.

Minutes: Upon a motion by Sherry Carthane seconded by Mike Roper, the Board unanimously approved the minutes of the October 30, 2018 meeting as presented.

Financial Reports: Tally Jenkins reviewed the Financial Report for the month ending January 31, 2019. Sherry Carthane seconded by Mike Roper, the Board unanimously accepted the financial report as presented.

Sheriff's Report: Deputy Enstrom reported there were no recent burglaries of a motor vehicle and there have been some leads on previous cases. A report was received that the Papago Park playground was vandalized with graffiti and it was removed by a resident. A resident in Section 7 was hit by an object in the face and required stitches. The object was possibly from a pellet gun and the incident is under investigation. A resident also reported their back window was shot out. Deputy Enstrom requested residents contact him if they have any information.

Manager Updates: Tally Jenkins provided community updates as follows:

- a). Open deed restriction violations (777 open violations; including multiple violations at individual addresses)
- b). Spring Garage Sale – April 27, 2019

c). New Resident Class – Twice per year. First class tentative scheduled for March 21st at 7:00p.m.

d). CPR & First Aid Class – There will be two classes scheduled for 2019. More classes will be scheduled if there is a demand for them. Class information will be distributed when the dates confirmed

e). HCSO Educational Programs – 1st class tentatively scheduled for April.

f). N. Eldridge Exit Gate Repair Status

Interim Decisions: The Board unanimously approved a proposal from D&C Contracting to clean and paint 1400 lf of concrete wall along Canyon Gate Pointe Drive at a cost of \$6,750.00.

Old Business

Speed Bumps and Ceramic Buttons - The Board was advised that replacement of the missing ceramic buttons was complete.

Reserve Study - The Board was advised that the Reserve Study is still under development. It will be complete prior to the next meeting of the Board.

Website Update - A copy of a notice received from FrontSteps advising that due to the amount of upgrade requests received, the process to upgrade the website was taking longer than anticipated.

Section 7 Callbox Update - The Board was advised that the software for the Section 7 Callbox has been successfully loaded onto the office computer. The modem ordered to communicate with the callbox was not compatible and a different modem was ordered.

New Business

Election of Officers – The Board did come to a consensus on the election of officers and will elect officers via email.

Newsletter Update – The Board was advised that following a discussion with the publisher, the newsletter will continue to be published by Peel Inc. on a tentative basis. Beginning with the April edition, the Association will no longer have any costs related to the publication and mailout. If there is improvement in the quality of the newsletter, we will continue production with Peel. More community related information will be included. Residents will have the option to submit birthday, graduation and congratulation notices for inclusion.

(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

| | |
|--|--------------|
| 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

| | |
|--------------------|--------------|
| Comcast | 800-266-2278 |
| AT&T U-Verse | 888-320-2167 |
| DirecTV..... | 888-777-2454 |
| DISH Network | 888-825-2557 |

NEWSLETTER PUBLISHER

| | |
|------------------|-------------------------|
| Peel, Inc. | 512-263-9181 |
| Advertising..... | advertising@peelinc.com |

(Continued from Cover)

Social Events – The Social Committee presented the following proposed events for the year:

- Easter egg hunt
- End of school year bash (tentative)
- 4th of July parade
- Back to school bash (tentative)
- Trunk or Treat (or other Halloween event including pumpkin decorating contest)
- Polar Express – Christmas event (theme subject to change)

Air purification Proposal – The Board reviewed a proposal to install ultra violet purification systems to combat the mold has been growing in and around the a/c units from Northern Air at a total cost of \$1300.00. Upon a motion by Sherry Carthane, seconded by Mike Roper the Board unanimously approved the proposal.

Mosquito Fogging Contract Renewal – The Board reviewed the contract renewal proposal submitted by Cypress Creek Pest Control at a cost of \$98.00 per application plus an additional \$15.00 per month for TCEQ report filing. Upon a motion by Mike Roper, seconded by Sherry Carthane the Board unanimously approved the proposal.

Acoustic Panels Proposals – The Board reviewed and postponed any decision regarding proposals to install 40 - 1” acoustic panels (varying heights) in the clubhouse to mute the echo. The Board will look into installing carpet as suggested by one of the acoustic panel vendors.

Exercise Room Ceiling – The Board reviewed and postponed any decision on a proposal to repair the ceiling and paint the exercise room received from D&C Contracting at a cost of \$2,310.00

N. Eldridge Fence Repair – The Board reviewed a proposal to replace four (4) sections of the perimeter fence on N. Eldridge that are falling from Vista Landscape at a cost of \$1,921.44 (325 lf @ \$44.04 per lf). The Board requested proposals to replace the entire fence line, based on concerns that entire fence line may be weak and at the end of it's life cycle.

Elliptical Machine Replacement – The Board postponed any decision regarding a proposal from Marathon Fitness to replace one of the elliptical machines that is failing at a cost of \$4,894.52. The machine is 13 years old and to repair would not be cost effective.

N. Eldridge Camera Upgrades Proposals – The Board reviewed a proposal to replace two (2) of the N. Eldridge cameras to allow for clarity of video in rain and at night at a total cost of \$1,762.31. Upon a motion by Mike Roper, seconded by Sherry Carthane the Board unanimously approved the proposal pending verification that the clarity of the cameras is guaranteed.

N. Eldridge Light Upgrade Proposal – The Board postponed any decision regarding a proposal to replace the existing 400 watt metal halide pole lights at the N. Eldridge gates with 150 watt LED pole lights at a cost of \$2,056.75.

Adjourn: The Board adjourned into Executive Session at 8:10 p.m.
Executive Session

Hearings/Resident Correspondence

Account #1002046901 - Owner requested a hearing with the Board to discuss concerns regarding common area usage

Account #1002001801 – Requested guidance regarding deed restriction violation

Reconvene Regular Session: The Board reconvened into the regular session at 8:58 p.m. There was no action taken.

Adjournment: The meeting adjourned at 8:59 p.m.

The minutes were approved at the April 18, 2019 Board Meeting.

Adult & Pediatric CPR First Aid AED Infant, Child and Adult CPR, First Aid & AED Certification Class July 23rd, 2019

Morning Class

Time: 1:00 PM to 5:00 PM

Web Site: <http://www.cprfirstaid1.com/>

services

Location: CGNOA Clubhouse

Afternoon Class

Time: 5:30 PM to 9:30 PM

Web Site: <http://www.cprfirstaid1.com/>

services

Location: CGNOA Clubhouse

The cost is \$39.00 per person. Fee must be paid online prior to class to confirm registration. Non-residents can attend with a resident, so feel free to invite a friend.

A minimum of four (4) participants per class is required for class to be held. Class will be cancelled if a minimum of 4 participants have not registered by Friday, July 18, 2019.

Refer to the <http://www.cprfirstaid1.com/services> website for information regarding the class and to make payment.

Please call the CGNOA office at 281.290.6723 if you have any questions.



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COMMUNITY SHRED DAY

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AUGUST 3, 2019
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Bring your documents to the Community Center Parking lot on August 3rd for a FREE community shred event. Residents only. Bring ID for proof of residency.



945 McKinney St., #247, Houston, Texas 77532

www.texassecurityshredding.com

800-308-2366

CANYON GATE

Canyon Gate at Northpointe Owner's Association Balance Sheet 3/31/2019

Assets

Cash - Operating Funds

| | |
|--|--------------|
| 10100 - CAB Operating ***546843 | \$974,888.42 |
| 10400 - CAB Checking Account ***546860 | \$131,725.56 |
| 10600 - Petty Cash in Hand | \$501.30 |

Cash - Operating Funds Total \$1,107,115.28

Cash - Reserve Funds

| | |
|---------------------------------------|--------------|
| 10200 - CAB Reserve Account ***841608 | \$69,099.03 |
| 10300 - CAB Money Market ***841594 | \$396,877.57 |

Cash - Reserve Funds Total \$465,976.60

Cash - Adopt a School Funds

| | |
|--------------------------------------|-------------|
| 10500 - CAB Adopt a School ***546851 | \$45,140.05 |
|--------------------------------------|-------------|

Cash - Adopt a School Funds Total \$45,140.05

Accounts Receivable

| | |
|-------------------------------|--------------|
| 13000 - A/R Assessments | \$137,245.43 |
| 13100 - A/R DR Violation Fees | \$3,029.98 |
| 13200 - A/R Xfer/Refi Fees | \$450.00 |
| 13300 - A/R Late Fees | \$9,338.65 |
| 13400 - A/R Interest | \$10,165.38 |
| 13500 - A/R Admin &/or DR | \$2,050.00 |
| 13600 - A/R Legal Fees | \$10,500.83 |
| 13700 - A/R Force Mow | \$589.97 |
| 13800 - A/R Clubhouse Rent | \$8.07 |
| 13900 - A/R NSF Fees | \$167.00 |
| 13950 - A/R Misc Income | \$1,313.47 |

Accounts Receivable Total \$174,858.78

Other Accounts Receivable

| | |
|--------------------------------------|--------------|
| 18500 - Allowance for Doubtful Accts | (\$9,500.00) |
|--------------------------------------|--------------|

Other Accounts Receivable Total (\$9,500.00)

Prepaid Expenses

| | |
|---------------------------|------------|
| 19000 - Prepaid Insurance | \$8,496.34 |
| 19200 - Misc Prepays | \$30.96 |

Prepaid Expenses Total \$8,527.30

Fixed Assets

| | |
|----------------------------|---------------|
| 19500 - Misc Fixed Assets | \$43,085.65 |
| 19510 - Fitness Equipment | \$42,491.38 |
| 19520 - Pool Furniture | \$27,834.00 |
| 19550 - Accum Depreciation | (\$79,006.85) |

Fixed Assets Total \$34,404.18

Assets Total

\$1,826,522.19

Liabilities and Equity

Liabilities

| | |
|------------------------------|--------------|
| 20000 - Accounts Payable | \$90.35 |
| 20100 - Prepaid Assessments | \$4,649.80 |
| 20200 - Deferred Assessments | \$777,337.51 |

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CANYON GATE

(Continued from Page 5)

Canyon Gate at Northpointe Owner's Association Balance Sheet

3/31/2019

| | | |
|--|----------------|-----------------------|
| 20600 - Due to/from Reserve | (\$27,973.26) | |
| 20700 - Due to/from Adopt a School | \$760.00 | |
| <u>Liabilities Total</u> | | \$754,864.40 |
| <u>Reserve Fund Balance</u> | | |
| 31000 - Accum Reserve Fund Balance | \$853,436.22 | |
| 31100 - C/Y Reserve Contributions | \$3,000.00 | |
| 31250 - Reserve Interest Income | \$5,079.48 | |
| 31500 - Reserve Due to/from Operating | \$27,973.26 | |
| 32000 - Capital Imp Loan ***831-001 | \$808,057.81 | |
| 32010 - Capital Imp Loan Interest | (\$79,093.83) | |
| 33000 - Capital Improvements | (\$181,918.62) | |
| 33020 - Gate & Fence Improvements | (\$849,987.63) | |
| 33030 - Playground Equipment | (\$120,570.09) | |
| <u>Reserve Fund Balance Total</u> | | \$465,976.60 |
| <u>Adopt a School Fund Balance</u> | | |
| 35000 - Accum AAS Fund Balance | \$45,002.25 | |
| 35010 - C/Y AAS Contributions | \$855.00 | |
| 35025 - AAS Interest Income | \$42.80 | |
| 35050 - AAS Due to/from Operating | (\$760.00) | |
| <u>Adopt a School Fund Balance Total</u> | | \$45,140.05 |
| <u>Retained Earnings</u> | | \$548,735.81 |
| <u>Net Income</u> | | <u>\$11,805.33</u> |
| <u>Liabilities & Equity Total</u> | | <u>\$1,826,522.19</u> |

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Do You Need a Contractor or Handyman?

Take a look at your project to-do list. Perhaps you need to replace the roof, fix the leak under the kitchen sink, re-tile the hallway floor, install a ceiling fan in your son's bedroom, or build a small deck for summer cookouts.

Some of these projects are relatively easy to complete, while others are far more complex. So the question becomes: Do you need to hire a contractor, or will a handyman suffice? Certain projects require in-depth knowledge and even local or state certifications; for these projects, you'll need a contractor. Other projects can be tackled by someone who knows how to use a bandsaw or who has the time to fix a leaking pipe; for these projects, you can call a handyman, who will typically charge less per hour or project than a licensed contractor. Here's how to figure out which professional to hire for your project.

A handyman will typically complete general home repair and routine maintenance projects which are not complex and don't require much specialized knowledge.

Contractors are better suited for larger jobs that require a permit, specialized knowledge, or both. These professionals fall into two categories: general contractors and contractors.

A general contractor (GC) acts as a manager for large projects. They hire contractors, known as subcontractors, to perform specialized tasks such as installing new plumbing, installing new countertops, or rewiring a house. General contractors make sure that all permits are filed, all deadlines are met, and costs stay on budget.

If you're still not sure if you need a general contractor, regular contractor, or handyman, follow these rules from HomeAdvisor:

- If the job will take more than a week, hire a GC.
- If the job requires several different pros to complete, hire a GC.
- If the job requires a few permits, hire a GC.
- If these rules don't apply to your project, you might be fine with a regular contractor or even a handyman.

How to Find a Great Contractor. It takes time, work, and patience, but your efforts will pay off. Do your homework. Websites like the Better Business Bureau, Angie's List, Consumer Review and HomeAdvisor help take the guesswork out of hiring someone sight unseen; these are great places to start your search. Each site has an extensive database of home improvement contractors reviewed by verified members. Another option is Handy.com. They will help you find a handyman for a simple task like hanging a TV all the way up to a contractor for a major remodel.

Try contacting your local chamber of commerce or building trade association and ask for their recommendations. You can also ask your insurance company, even if they're not paying for the work. Most insurance companies have agreements with reputable local contractors. Not only can you take advantage of the review process your insurance company has performed on these companies, but you might even get a price break based on the relationship between the contractor and your insurance company. Once you've researched your options, make a list of at least three highly rated contractors you want to get a bid from and contact them directly. When it comes time to meet each contractor, it's helpful to have a list of questions written out so you don't forget something important. Consider asking them some or all of the following questions:

- What Local Trade Associations Do You Belong To?
- How Long Have You Been in Business?
- Can You Give Me at Least 3 Recent References?
- What Timeline Do You Have for This Project? Are You On Any Other Projects That Could Affect This Timeline?

Good contractors should be ready and willing to share the contact information of at least three homeowners they've worked with over the last year. If all they have are old references, it might be a sign that their work quality has dropped. Also ask them about any recent bids they've made with other homeowners. They might not have any projects lined up right now, but what happens if two other homeowners hire them later in the week?

When you talk to these homeowners, ask them:

- How quickly did this contractor return your phone calls?
- Was the project completed on budget? If not, what happened?
- Did the contractor keep their promises to you?
- Was the contractor responsive to changes with the project? If there was any disagreement, what happened?
- Would you recommend this contractor to someone in your family?

Every contractor you interview should provide you with an itemized bid. This is a bid that lists, item by item, everything you'll be paying for. Make sure you know when payments are due and how much they will be. Get an itemized bid. An itemized bid gives you clear and upfront information about how much the project will cost. It also gives you the power to stay on budget. If the contractor's initial bid is more than you can afford, you can easily change the scope of the project to better fit your budget. For example, you might decide to go with less-expensive tile or do all the painting yourself.

If changes to your original quote are necessary, document them on your original quote and make sure that both you and the contractor sign it. Your quote should also contain applicable information regarding warranties or guarantees on work performed and materials used.

Keep this agreement in a safe place until your warranty expires in case you ever have to pursue legal action against the contractor.

You also need to clarify whether the contractor's bid is an estimate or

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fixed price. Estimates can wind up costing you much more, so find out what factors might affect the final price.

If your contractor doesn't want to give you an itemized bid, don't hire them.

It's scary enough to shell out thousands of dollars or more for a home improvement project, and it's even scarier when you don't fully trust the person responsible for completing the work.

Finding a great contractor takes time and research, but it's well worth the effort. Dealing with someone who's professional, experienced, and trustworthy will relieve a lot of stress in an already stressful situation and ensure that you get what you're paying for.

As a reminder any exterior modification must be approved by the Architectural Control Committee prior to beginning any project.

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