

SHARPSTOWN CIVIC ASSOCIATION

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TO: THE BOARD OF DIRECTORS OF THE SHARPSTOWN CIVIC ASSOCIATION AND TO ALL OTHER INTERESTED PERSONS

A virtual regular meeting of the Board of Directors of the Sharpstown Civic Association was held on **Monday, July 13, 2020** via Skype.

Minutes

6:35 P.M. – ROLL CALL Quorum was met.

Absent: Directors Almena Downey, Dale Davidson, Donna Fain, Heather Handley, John Lorenz,

Present: Directors Matthew Cowan, Charmaine Leblanc, Pat Menville, Elizabeth Schooler, Byrom Wehner, and Matt Wine. Director Kate Washmon joined the meeting at 6:38 p.m.

Others Present: None

1. Director Matt Wine, President, called the meeting to order at 6:36 p.m.
2. Receive Appeals Relating to Deed Restriction Violations and/or Architectural Control Issues: NONE
3. PUBLIC COMMENTS: NONE.
4. MINUTES: Matt Wine submitted the June, 2020 minutes for adoption. Motion was made by Elizabeth Schooler to approve the minutes as submitted, seconded by Charmaine LeBlanc. All voted in favor to adopt the minutes.

Matt Wine submitted the July 2, 2020 minutes for adoption. Motion was made by Charmaine LeBlanc to approve the minutes as submitted, seconded by Elizabeth Schooler. All voted in favor to adopt the minutes.

On July 29, 2020 Matt Wine electronically polled the directors on the question of providing a letter of support for the proposed Connect South Apartments Project. A majority of directors voted not to issue a letter.

5. COMMITTEE REPORTS:

- The General Meeting held at Bayland Park Community Center June 25 was successful, with 24 persons watching online and 25 attending in person, including 4 persons who had never attended a SCA meeting before.

Directors discussed the possibility of hosting a virtual General Meeting from the SCA office on July 23.

- Matt Wine reminded the Board that the virtual Citywide PIP meeting will be July 14 at 7 p.m.
- Matt Wine noted that a combined District J and District F Community Day will be held July 18 with food and mask distribution.
- Pat Menville and Charmaine LeBlanc informed the board that the July/August SCAN has gone to press. Information about the Sharpstown Safari project will be placed on the website. Pat Menville reported that all advertisers are current in their payments.
- Matt Wine and Charmaine LeBlanc presented the June crime and safety report, which again showed continued low levels of reported crime. Charmaine LeBlanc said that plans to close the Ranchester HPD storefront have been modified due to concerns expressed by area property owners. The Ranchester storefront will be open 3 days per week.

Charmaine LeBlanc requested approval to use \$7,100 for an HPD overtime contract for education and enforcement, especially relating to Prohibited Yard Parking, inoperable vehicles, and other City ordinances. A Board member will participate as a ride along, amplifying the impact of the program. Elizabeth Schooler made a motion to authorize \$7,100 in HPD overtime expense; Kate Washmon seconded the motion and it passed.

- BUDGET COMMITTEE The June Financial Report was sent to all directors for their review. Charmaine LeBlanc is assembling the documents for forgiveness of the loan under the Payroll Protection Plan.

Pat Menville informed directors that bills for legal fees would go out at the end of July. Charmaine LeBlanc had the billing letters translated into Spanish which will help reach Spanish speaking property owners.

- MEMBERSHIP COMMITTEE Charmaine LeBlanc provided an update on the 2020 membership campaign.

6. OLD BUSINESS

- A draft of the proposed security camera policy is under review by the attorneys.
- Directors discussed plans for presentation of updated deed restrictions in view of the Covid-19 outbreak.
- Matt Wine and Charmaine LeBlanc briefed directors on plans for conducting a fireworks show on Labor Day, September 7, 2020.
- Directors discussed the request for a letter of support for installation of speed cushions on Sharpview Drive in Sections 1 and 2.

7. NEW BUSINESS

- Matt Wine told directors that Anne Whitlock with Connect Community has requested a letter of support for their proposed development and programs along the Hillcroft corridor.
- Matt Wine and Charmaine LeBlanc briefed directors on the SmartWebs management software. This software will replace the TOPS software currently in use. TOPS has phased out the program used by the SCA and transitioned to an expensive per-property billing method.

Elizabeth Schooler made a motion that SCA enter into a contract for SmartWebs software, including initial setup and monthly usage costs. Kate Washmon seconded the motion and it passed.

8. EXECUTIVE SESSION: The Board convened in Executive Session at 8:06 p.m. to discuss legal matters.

The Board reconvened in open session at 8:26 p.m. Elizabeth Schooler made a motion that Items 1, 2 and 4 be sent to the attorneys for enforcement; Charmaine LeBlanc seconded the motion and it passed.

Elizabeth Schooler made a motion that Item 3 be sent to the attorneys for enforcement, with a special limiting provision. Matthew Cowan seconded the motion and it passed.

Matt Wine recapped various action items and thanked those present for their time and efforts on behalf of the SCA.

9. ADJOURNMENT: 8:37 P.M.

Submitted by Pat Menville