

MEMORIAL THICKET HOMEOWNERS' ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS

AT THE HOME OF JERRY FABIAN

802 SPEAR POINT COVE

AUGUST 12, 2026

A meeting of the Board of Directors ("Board") of the Memorial Thicket Homeowners Association, Inc. ("MTHA") was called to order by Ray Schmidt at 7:10 pm on August 12, 2026, at 802 Spear Point Cove.

A quorum of the Board was present, including board members Ray Schmidt, Jerry Fabian, Susan Sanchez and Cynthia Martinez. A quorum of the Board was present, including board members Ray Schmidt, Jerry Fabian, Susan Sanchez, and Cynthia Martinez. Freddie Kippes was absent initially due to a work commitment and joined the meeting by phone later in the session. Also in attendance were Andres Portillo for the DCCR committee, and residents Nina Edminson, Bob McKim, and Margie Geshwilm.

PUBLIC COMMENTS –

Nina Edminson (15519 Walkwood) raised several points and recommendations regarding HOA communication and governance:

- Recommended including invoice numbers and billing periods in the financial ledger within the meeting minutes for historical tracking and transparency.
- Expressed concern regarding the neighborhood email communications and newsletters, noting that recent emails lacked the official Memorial Thicket logo/presentation and contained links/attachments that resembled spam. Ray Schmidt explained the Board is actively working with website administrator Angela Wang to integrate master email distribution capabilities directly through Wix/dedicated software to ensure reliable deliverability and professional formatting with the MTHA logo.
- Recommended recording board meetings to ensure high accuracy and complete transparency in the written minutes.

- Inquired about past discussion of tax implications for developing the front lots and advocated that any potential development proposals be reported openly to the community and put to a vote. Cynthia Martinez noted that the inquiry into tax implications of any potential development were reported in the minutes.
- Asked about the background and history regarding past payment transitions between SSOA and CIS, as well as the status of the ongoing security bidding process and notice periods for existing guards. Jerry Fabian informed that the selection of security company is targeted for October, and in the event of a transition from the existing security company, Security Solutions of America ("SSOA"), the Board would provide at least 30 days' notice to SSOA.

Bob McKim:

- Expressed strong opposition to any front-lot development/playground, noting potential liability, neighborhood aesthetic concerns, and property value impacts.
- Strongly advocated for putting any consideration of potential land use or playground proposals directly to a community vote.
- Reaffirmed strong support for retaining armed 24/7 guard security.

Margie Geshwilm:

- Inquired about Architectural Control Committee (ACC) and Deed Restriction (DCCR) enforcement standards, specifically concerning landscaping and property maintenance.

ACC – information received from Sherry Campbell and presented by Ray Schmidt

- Parking pad: Review of past records showed no formal violation or approval history on file (likely dating back to post-Harvey rebuilding in 2017). The Board discussed recommending shrubbery as a visual buffer.
- Generator application was approved, with the condition that a screening fence/barrier be installed to shield the unit from street view.
- A new roof was installed without prior ACC approval. The ACC committee will issue formal compliance correspondence.
- ACC guidelines and request forms will be provided to Angela Wang to ensure they are easily found on the community website.

DCCR – presented by Andres Portillo

- Discussion of maintenance work resulting from DCCR efforts: trimmed trees, repairs to side structure/fence. The Board sent an appreciative follow-up note offering ongoing collaboration to address front landscaping and remaining items.
- Upcoming meeting with homeowners to discuss pressure washing, exterior paint/repairs, mowing schedule, and installation of replacement lamp post.
- Lamp Posts: Five active lamp post notices are currently tracked for follow-up.
- Curbs & Driveways: The Board discussed addressing cracked curbs and damaged

driveways as part of community maintenance. The Board agreed to identify problem areas and provide community reminders via the newsletter.

After presenting, Andres Portillo left the meeting.

APPROVAL OF MINUTES OF THE JULY MEETING -

- Motion to approve the minutes of the July meeting by Susan Sanchez, seconded by Jerry Fabian. Unanimously approved by the board members in attendance.

TREASURER—presented by Susan Sanchez

2026 Assessments
As of August 1, 2026, 159 out of 159 assessments (100%) have been paid. This compares to 159 out of 159 assessments (100%) as of August 1, 2025. 159 out of 159 assessments (100%) as on August 1, 2024, 159 out of 159 assessments (100%) for August 1, 2023, and 159 out of 159 assessments (100%) as of August 1, 2022.

Refinance/Transfer/Resale Certificate Fees Received

- Sale: 723 Plainwood Dr

Cash Balances

Account	Amount
Checking	$206,910.01
MMA – Reserves	$153,564.78
Total July 2026	$360,474.79
Total July 2025	$340,952.22

Billings by Providers – Status

- Memorial Drive Storage – paid $221 on 7/2
- Smith Thompson - paid $1,813.65 on 7/28 and $2,237.40 on 7/22
- Google Fi - paid $35.47 on 7/16
- J Greenscapes - paid $2,341 on 7/20
- NEC Co-op – paid $91.51 on 7/2
- QuickBooks - paid $20.25 on 7/15
- Texas Pride – paid $4,649.9 on 7/28
- City of Houston - paid $376.36 on 7/7
- Guard House cleaning - $50 on 7/10 & $50 on 7/24
- Security Solutions of America – paid $7,687.42 on 7/28 and $7,956.80 on 7/31

City of Houston Trash Reimbursement
June 2026 reimbursement has been received.

- Resale / Transfer Fees Received: $250 received for the home sale at 723 Plainwood

Drive.

- Tax Filing: Form 990 has been fully reconciled and filed ahead of schedule with CPA Diana.
- Survey Monkey Expense: Incurred a $300 subscription cost for resident communications and surveys.

OPERATIONS – presented by Freddie Kippes (attending via phone)

- Roadway Maintenance – Last Arrow Drive: This month, the City of Houston completed repairs on the pothole located on Last Arrow Drive. The repair was finished promptly after our submission. Roadway condition has noticeably improved, reducing risk to vehicles and minimizing further pavement deterioration. Operations is continuing to evaluate road/walkway conditions and will submit for more repairs as necessary.

- Tree Assessment & Trimming – Upcoming Vendor Visit: A treetrimming assessment is scheduled for this Saturday with a vendor. Primary focus will be trees overhanging roadways, especially those posing visibility or limbdrop risks. Secondary review will include trees near sidewalks, common areas, and any previously flagged locations. After the assessment, the vendor will provide a scope of work and cost estimate for trimming and removal where necessary.

- Greenscapes Bid – Elk Run Circle Decorative Wood Repairs: Greenscapes has submitted a bid for repairs to the decorative wood features on Elk Run Circle. Total for repair is $250. Bid includes replacement of damaged sections, sanding, staining, and sealing. Materials proposed match existing aesthetic standards for the neighborhood.

- Followed up with Greenscapes on planned replacement of rose bushes.

SECURITY

- There were no security incidents in the past month.
- Security Services:
    - Current Contract Status: Service with SSOA remains under contract through December 31, 2026, under the same commercial terms, with invoices paid on a regular bi-weekly schedule.
    - RFP Proposals:
        - A total of 11 requests for proposals were issued, yielding 5 formal bids with pricing ranging from $23 to $38 per hour.
- Respondents included First Line, Smith Protective Services, SSOA, Allied Universal and Reliable.
- All proposals under evaluation maintain armed guard coverage.

- Next Steps: The Board selected the top three vendors (First Line, Smith Protective Services, and SSOA) for further evaluation. The Board's considerations included, but were not limited to, cost (including certainty of costs, fee escalations, add-on fees, etc.) professionalism, track record, training of guards in First Response/EMS, patrol vehicles, among others.

OTHER BUSINESS

- Resident Survey Results:
  - Susan Sanchez summarized preliminary results from 53 responding households.
  - Priorities identified by residents include Security (top priority), Landscaping/ DCCR restriction enforcement, and Front-Lot land use/enhancement consideration.
  - Survey access remains available via email and the resident portal.
- National Night Out (October 2026): Attendance is expected by the Houston Police Mounted Patrol, Fire Department, and County Commissioner Leslie Briones' office. SSOA has offered event sponsorship.
- Cynthia Martinez announced her intention to step down as Board Secretary following the completion of the August meeting minutes. The Board discussed identifying a qualified replacement to appoint for the remainder of the term.

The next regular meeting of the Board of Directors is scheduled for Wednesday, September 9, 2026, at the home of Susan Sanchez, 731 Plainwood Dr.

Meeting adjourned at 9:58 pm.

Dated: August 12, 2026

/s/ Cynthia Martinez

CYNTHIA MARTINEZ,
SECRETARY