



MEMORIAL THICKET HOMEOWNERS' ASSOCIATION, INC.

MINUTES OF THE BOARD OF DIRECTORS

AT THE HOME OF CYNTHIA MARTINEZ

723 WINDBREAK TRAIL.

JULY 8, 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 July 8, 2026, at 723 Windbreak Trail.

A quorum of the Board was present, including board members Ray Schmidt, Freddie Kippes, Jerry Fabian, Susan Sanchez and Cynthia Martinez. Also in attendance were Andres Portillo for the DCCR committee, Sherry Campbell for the ACC committee and the following residents:

Nina Edmison
Jack Cannata
Bob McKim
Chris Jablonowski
Linda Buza
David Conner
Phil Richardson

PUBLIC COMMENTS –

The residents in attendance expressed the following comments and concerns:

- Notified the Board of an aesthetic concern (a parking pad that is an extension of a resident's driveway) and inquired whether it had been approved by the ACC. Inquired about the maintenance of the cul-de-sacs, specifically replacement of a wood landscape border and replacement of rose bushes.
 - Sherry Campbell said she would investigate the ACC topic and Freddie Kippes said he would address the concerns regarding the cul-de-sac. The Board has

already agreed with the landscaping vendor, Greenscapes, to replace the rose bushes at the vendor's cost, as soon as practicable considering the weather.

- Expressed strong opposition to a front-entrance playground, emphasizing liability, cost, and safety concerns, including the following: long-term liability insurance spikes after a first claim, the legal risks of an "attractive nuisance," costs of professional maintenance and compliance logs, graffiti remediation (noting issues in nearby Kellywood), parking and safety hazards at the front entrance, attracting non-residents into the neighborhood, distracting the security guards from focus on the neighborhood, and proximity to the existing Terry Hershey Park playground. Questions were also raised regarding the community need for this amenity, the target age demographics for a playground and current neighborhood child metrics.
 - Board members explained that they have not spent any time investigating the feasibility of a playground or any other potential enhancements to the front areas. Thus far, the Board has only investigated whether an enhancement would result in a property tax impact. The Board's intent is to solicit feedback from the community to gauge interest in any potential enhancements and conduct further research only if there is a mandate from the community. No enhancement will be pursued without community engagement and adherence to all HOA governing agreements.
- Subdivision Promotion: Residents recommended promoting the community's existing amenities, such as the field at the back of the subdivision ("Field of Dreams"), the single-entrance security and proximity to downtown Houston via the I-10 HOV lane.
- Security Services: Residents voiced support of maintaining the current 24-hour premium armed guard presence. Residents praised the current guards (specifically mentioning Richard and David) for being proactive and for fast response times.
 - The Board recognized the importance of armed security to Memorial Thicket and explained that requesting comparative pricing for both armed and un-armed guards was solely for data collection and cost-benefit analysis, and that this information is necessary to demonstrate the precise premium required to be paid for armed security, to enable the Board to transparently explain the cost to residents.
- Wildlife: One resident expressed opposition to any Board action that might inhibit wildlife such as raccoons/opossums.
- Regret was expressed that a formal community notice was not distributed by the Board regarding the passing of long-time security vendor Rudy Trabanino (former owner and operator of CIS). Ray Schmidt apologized for this oversight and explained that the Board had been pre-occupied with ensuring the continuity of security guard services for the community.

The Board thanked the attending residents for their feedback and requested that the community afford the volunteer directors a measure of trust and benefit of the doubt, reinforcing that any

research currently being conducted is strictly preliminary and intended solely to serve the best interests of the neighborhood. Ray Schmidt asked if all residents' questions and concerns had been adequately addressed. Upon confirmation that there were no further comments, the residents left the meeting.

APPROVAL OF MINUTES OF THE JUNE MEETING -

- Motion to approve the minutes of the May meeting by Ray Schmidt, seconded by Jerry Fabian. Unanimously approved by the board members in attendance.

ACC – presented by Sherry Campbell

- Sherry confirmed that there were no ACC requests or issues addressed in the past month.
- After presenting, Sherry left the meeting.

DCCR – presented by Andres Portillo

- Lamp Posts: The lamp post violation list has been successfully reduced to only one remaining non-compliant property. The owners have reportedly relocated overseas and the house is listed for sale. The Board discussed utilizing a handyman to temporarily install a voluntary solar-powered fixture to bring the property into immediate compliance.
- Property Maintenance and Compliance: The Board reviewed recent correspondence and updates regarding multiple residential properties experiencing ongoing DCCR violations; while some initial progress was noted, the Board will continue to follow up directly with the respective homeowners through additional compliance notices and scheduled meetings to establish formal remediation plans.
- After presenting, Andres left the meeting.

TREASURER—presented by Susan Sanchez

2026 Assessments

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

Refinance/Transfer/Resale Certificate Fees Received

- None

Cash Balances

<u>Account</u>	<u>Amount</u>
Checking	\$252,286.72

MMA – Reserves	\$153,403.22
Total June 2026	<u>\$405,689.94</u>
Total June 2025	<u>\$373,463.94</u>

Billings by Providers – Status

- Memorial Drive Storage – paid \$221 on 6/2
- Smith Thompson - paid \$372.90 on 6/8
- Mark Myers – paid \$1,425 on 6/5
- Google Fi - paid \$40.24 on 6/16
- J Greenscapes - paid \$2,191 on 6/10
- NEC Co-op – paid \$79.84 on 6/2
- QuickBooks - paid \$71.41 on 6/15
- Texas Pride – paid \$9,299.82 on 6/10
- City of Houston - paid \$411.31 on 6/8
- Guard House cleaning - \$50 on 6/12 & \$50 on 6/26
- Security Solutions of America – paid \$7,891.25 on 6/23
- State Farm – paid \$51.96 on 6/26

City of Houston Trash Reimbursement

April and May 2026 reimbursement have been received.

- Tax Filing (Form 990): The 2025 Form 990 tax return has been fully executed by the Board and is currently awaiting the final signature of the CPA. Filing will be completed well in advance of the November deadline.
- QuickBooks & Reconciliation: A temporary software discrepancy occurred in the June ledger due to a closing adjustment made to the 2025 books by the accountant. The Treasurer is working with the CPA to resolve the reconciliation bottleneck.
- Banking Operations: The Treasurer successfully negotiated an increase in the Frost Bank debit card daily spending limit to \$5,000 (up from \$4,500) to allow for the direct online payment of the monthly Texas Pride trash invoice. Full electronic/ACH vendor migration is ongoing, with accounts payable tests underway for Security Services of America (SSOA).
- Accounting Services: Due to ongoing lack of responsiveness from the current CPA, the Board discussed engaging another specialized CPAs familiar with Homeowners Associations.
- 2027 Budget Directives: The Board established an August deadline to submit forecasted 2027 operational expenditures to the Treasurer, ensuring adequate time to calculate the 2027 Budget and annual assessments.

OPERATIONS -

- Entrance Lighting & Landscaping: Greenscapes confirmed that the front entrance island illumination fixtures are split between a manual timer inside the guard house and an

external photo-sensor, meaning they cannot be perfectly synchronized without capital electrical expenditure. Burned out entrance bulbs have been replaced and are operational.

- Cul-de-Sacs: A commercial vehicle drove over a landscaping island on Herdsman, disrupting the green space. WaterWise repaired a broken node controller on the irrigation network for approximately \$400; the Board will review the final bill. Greenscapes remediated the soil and turf layout. A separate seasonal weeding refresh was completed on the Last Arrow West plant beds.
- Vendor Contracts: Vendor proposals will be evaluated in the near-term, and will be compared alongside the option of maintaining the current evergreen contracts with long-term vendors WaterWise and Greenscapes. Texas Pride's standard annual 3.75% contractual rate adjustment was noted.

SECURITY

- There were no security incidents in the past month.
- Front Lighting: Security guards reported several dark or dim lights at the neighborhood entrance. A handyman has inspected and repaired the fixtures.
- Security Services:
 - To ensure uninterrupted continuation of security guard services following the passing of CIS owner and operator, Rudy Trabanino, the Board reviewed a contract amendment assigning the existing security guard services agreement to the sole parent entity of CIS, Security Services of America (SSOA). All rates and services remain the same, other than elimination of vehicle maintenance fees, expected to result in the HOA saving \$2,400 this year.
 - RFP updates: proposals are due July 10th. The Board emphasized that maintaining premium armed protection remains an absolute mandate.

OTHER BUSINESS

- Communications and Community Survey: The Board discussed how to improve its communication with the community and clear up widespread neighborhood misinformation. The Board intends to issue a survey to solicit input from the community with respect the priorities of the Board, including with respect to investigating any potential enhancements to the front areas.
- Storage Unit Clean Up: The Board conducted a clean-up and inventory of the MTHA storage unit. The Board will coordinate with the Memorial Thicket Social Association to donate unused items to downsize to a lower-cost rental unit.
- National Night Out (October 6, 2026): Outreach and planning is ongoing. The Board expects representation from various public safety services, including HPD Mounted Patrol, local Constable units, and the Houston Fire Department, as well as local government officials.

The next regular meeting of the Board of Directors is scheduled for Wednesday, August 12, 2026, at the home of Jerry Fabian.

Meeting adjourned at 10:10 pm
Dated: July 8, 2026

/s/ Cynthia Martinez

CYNTHIA MARTINEZ,
SECRETARY