

**MINUTES OF THE 2025 ANNUAL MEETING OF MEMBERS
TERRACES ON MEMORIAL HOMEOWNERS' ASSOCIATION, INC.
TUESDAY, MARCH 4, 2025**

The 2025 Annual Meeting of Members of the Terraces on Memorial Homeowners Association, Inc. was held at 7:00 p.m. on Tuesday, March 4, 2025, at Crest Management.

CALL TO ORDER

A quorum was established either in person or by proxy. Board President Nick Kornuta called the meeting to order at 7:02 P.M.

INTRODUCTIONS

Nick Kornuta introduced the current Board of Directors.

- President – Nick Kornuta (Single Family Home Seat)
- Vice President/Secretary – Jodee Caceres (At Large Seat)
- Treasurer – Karen Mills (At Large Seat)
- Director – Funmi Ekundayo (Patio Home Seat)
- Director – Sunny Chelmella (Townhome Seat)

APPROVAL OF MINUTES

Nick Kornuta explained that the Board would like to seek approval to draft Annual Meeting Minutes that accurately reflect the meeting tonight and to approve such minutes at a subsequent monthly Board meeting. Allowing the Board to approve the Annual Meeting Minutes each year in this manner eliminates a 12-month delay in completing the process at the next Annual Meeting when it is difficult for anyone to recall what took place a year ago. After such Board approval, the 2025 Annual Meeting Minutes will be posted to the community website.

A motion was made, seconded, and unanimously agreed that the Board will review and approve the 2025 Annual Meeting Minutes at a subsequent Board of Directors Meeting and post such approved Meeting Minutes on the community website.

ELECTION OF DIRECTORS

Nick Kornuta explained the election process for the HOA Board; there are Five (5) Board positions (one for the Single Family Homes, one for the Patio Homes, one for the Townhomes, and two At-Large positions; with each Board position being held for a two-year term. There were three board positions open: one Patio Home position, one Townhome position, and one Single Family home position, with three incumbents seeking reelection (Sunny Chelmella for Townhome seat, Funmi Ekundayo for Patio homes seat, and Nick Kornuta for Single Family seat) The floor was opened for nominations. After no further nominations, the floor was closed. A motion was made, seconded, and unanimously agreed by acclamation to have the three candidates serve on the Board of Directors. The three open positions referenced above will each serve a two (2) year term to expire in 2027.

COMMUNITY UPDATE

Nick Kornuta presented the Community Update.

Future of Annual Fee based on HCMUD 407 actions going forward

- The MUD is a taxing authority in Harris County
- Its primary purpose is to collect taxes to pay back development bonds
- Bonds were sold to raise money to pay back the Developer for cost of utilities
- The developer put in Sewers and Water Lines and the MUD paid him back
- We pay the MUD back for the “loan” that they made for this action
- When the bonds are paid back in ~5-7 years, the MUD will go away

- And with that, you will pay no more MUD taxes
- However, the money paid by the MUD for Trash, Electric and Lake Management will have to come back to the HOA fee
- MUD tax goes to \$0 and HOA fee increases by ~\$400/year (plus inflation)
- Homeowners are currently paying \$320 per \$100,000 in assessed home value

Harris County Municipal District Number 407 (HCMUD 407)

- Four neighborhood homeowners continue to serve on the MUD Board. (4 of 5 positions).
- MUD 407 continues to pay the garbage collection contract.
- MUD 407 continues to pay for electricity costs (via reimbursement to the HOA).
- MUD 407 continues to pay for the lake management contract and chemical costs (via reimbursement to the HOA).

Gates

- New pedestrian gate locks were installed, and a new code was implemented.

Parking

- Parking of resident's cars must not be on the street, driveway, and in garage only
- The Board is considering a Parking/Towing Policy to enforce this requirement
- Please use garage and driveways, it is safer and raises property values
- A few families being inconsiderate are impacting the rest of the community

Landscape

- All the trees on the HOA common areas were trimmed to promote healthy growth and allow more sunlight to reach the grass.
- Entry area landscaping had extensive revision to enhance the curb appeal of our community and to keep things fresh.

Community Communications

- WhatsApp is **not** an official HOA communication method and will rarely generate a specific response from the ToM Board.
- HOA information posted by residents on the WhatsApp chat group tends to be incorrect. If you want the correct answer, see the community website, or email the HOA or our property manager, Maggie.
- The official forms of communication to the ToM Board are via email at hoa@terracesonmemorial.org or to our property manager, or via USPS addressed to Crest Management's physical address on Park Row.
- This information is available on our website.
- If you have a problem relating to HOA matters, contact the HOA or Crest.
- The official state-mandated HOA Board Monthly Meeting Notice and Agenda are sent by Crest Management.
- Register for the Crest Homeowner Portal on the Crest website at www.crest-management.com.
- Registering for the Crest Homeowner Portal will generate an automatic Meeting Notice to the email address you supply upon registering.
- The Meeting Agenda is also posted on the Crest website each month there is a meeting. The agenda can be accessed even if you do not specifically register for a homeowner account.
- HOA Courtesy Notices are sent by a volunteer Board member. Sign up via the Resident Registration page of the community website at www.terracesonmemorial.org.

ARC APPLICATION PROCESS

- ARC approval is required per our community CCR's (Deed Restrictions) for **all exterior** modifications:
- Yard/Garden (ex: trees & shrubs, pathway/garden lights), home exterior (ex: windows, painting, satellite dishes), exterior garden structures (ex: pergola's, pools, outdoor kitchens, patios, patio extensions)
- ARC application form on TOM website and via Crest website
- ARC review time is 30 days per deed restrictions
- Residents are ultimately responsible for their Contractor's activities including:
 - Damage to common areas – including gates
 - Cleaning silt from gutters
 - Concrete wash water disposal
- Know the details of what your contractor plans before work begins
- Inform the ARC of these details in writing before work begins

WEBSITE, HOA EMAIL DISTRIBUTION LIST, COMMUNICATION

Jodee Caceres provided updates on the HOA email distribution efforts, community website, and general communications.

Maintenance/Updating of the HOA email and contact info database list for our three communities: Single Family Homes, Patio Homes, Townhomes.

It was requested that everyone update their email address and other contact information as needed and that everyone encourage their neighbors to provide updates to the Association when their info changes.

Homeowners should be aware that it is required per the deed restrictions for homeowners to notify Crest Management and the HOA regarding tenants. Everyone registered with the HOA receives a courtesy e-mail notification regarding monthly Board Meetings, Agendas as well as security advisories, etc.

Edit/Update of Community Documents such as the ARC Application Form & Guidelines, Gate Access Registration Form, Resident Registration Form, as needed.

Residents should send inquiries to the Board at hoa@terracesonmemorial.org

The email account for communication from the Board is terracesonmemorial@gmail.com*

*Residents were advised not to send e-mails to above Gmail address – it is not monitored on a routine basis – intended only for sending HOA communications to residents.

FINANCIAL PRESENTATION

Nick Kornuta presented the financial review for 2024 approved budget versus actual 2024 expenditures. He reviewed a 2024 pie chart of expenses explaining what the Association dues pay for on a yearly basis.

The Board noted 2025 assessment rates were not raised, and the Association is in good financial shape. Nick reported the following regarding assessment collections:

- 54% - Portion of 2025 Assessments collected by January 1, 2025 (on time)
- 31% - Portion of 2025 Assessments collected during Jan 2025 Grace Period
- 7% - Portion of 2025 Assessments collected during February 2025
- 8% - Portion of 2025 Assessments remaining to be collected

HOMEOWNER TOM CHAT GROUP REVIEW

Purpose of TOM Chat:

- This online forum serves as a platform for communication and information exchange within our diverse community on a voluntary joining basis. To ensure respectful and productive dialogue, please take a moment to review the following guidelines. By adhering to these rules, we can foster a positive and inclusive online environment for all residents.

General Rules:

- **Be respectful:** Treat others with courtesy and consideration, even if you disagree with them. Avoid personal attacks, insults, offensive language, and discriminatory remarks.
- **Stay on topic:** Focus on community issues and concerns relevant to the entire community. Avoid private matters, irrelevant topics, and self-promotion.
- **Be truthful:** Do not spread misinformation, rumors, or harmful stereotypes. Verify information before sharing it.
- **Privacy:** Respect the privacy of others. Do not share personal information without their consent.
- **Be positive:** Encourage constructive dialogue and solutions. Avoid negativity and complaining.
- **Keep it clean:** Avoid profanity, sexually suggestive content, and violence.

Allowed Communication:

- **Sharing information:** Post about events, meetings, important updates, lost and found items, community needs, etc.
- **Discussing community issues:** Raise concerns about public spaces, maintenance, safety, natural disaster status, service and utilities interruption, neighborhood initiatives, etc.
- **Seeking help:** Ask neighbors for advice to solve house-related issues, or recommendations for service providers.
- **Organizing events:** Plan community gatherings, potlucks, volunteering opportunities, etc.
- **Sharing positive stories:** Highlight neighborly acts, achievements, and positive developments in the community.

Reminder: WhatsApp is not a method to communicate with the Board or Crest Management.

Not Allowed Communication:

- **Hate speech:** Any discriminatory or offensive language targeting individuals or groups based on race, religion, ethnicity, sexual orientation, gender identity, political views, etc.
- **Personal attacks:** Insulting, harassing, or bullying other members.
- **False information:** Spreading misinformation, rumors, or harmful stereotypes.
- **Private matters:** Discussing personal feuds, gossip, or issues not relevant to the entire community.
- **Self-promotion:** Using the forum for commercial purposes, self-promotion, or spamming.
- **Violence:** Inciting violence or threatening others.
- **Religious Viewpoints:** Avoid adding information of any specific religion/politics as our community is very diverse.
- **Profane language:** Excessive use of profanity or offensive language.
- **Sexually suggestive content:** Sharing inappropriate or sexually suggestive content.

Consequence Management:

- Failure to comply and abide by these recommendations and guidelines will result in a Warning to individuals so that a correction on behavior can take place, if a behavioral correction does not take place after a given warning, then removal of such person from the Chat will take place by anyone of the TOM Chat Admins.

IMPORTANT REMINDERS

- Dogs must be kept on a leash at all times when outside your yard and picked-up after – there are dog litter stations with bags in several HOA areas. If station cans are full, take it home with you to dispose. Don't pile dog waste on the ground.
- Cats should not be allowed to roam free. All pets, cats and dogs, must be on a leash or inside your home or yard - per Deed Restrictions and City of Houston pet ordinances.
- ALL changes to the exterior appearance of the home must be pre-approved.
- ALL yard improvement projects must be pre-approved.
- Please stop at all our stop signs (it is the law and it's the right thing to do).
- Please drive slowly and carefully in our community (there are lots of kids here).
- Smoke alarms have a 10 year life and should be replaced if they are original.
- The pond and lake are for visual enjoyment only.
- Reminder to clear the grass from "pop-up" drains.
- Brick Perimeter Wall/TREX Fencing: Nothing may be attached to the brick perimeter wall or Trex fence. This will void the warranty and any damage caused by nails, screws, bolts, vines, trees, shrubs etc. will be the responsibility of the homeowner to repair/replace.
- Street parking: street parking is for occasional guests and visitors. Vehicles that belong to the residents and those of regular visitors (housekeepers, nannies, etc.) must be parked in the driveway or garage, per our DCCRs. No parking near corners, please.
- Secure trash and clean-up newspaper advertisements: what gets to the streets finds its way to the lake. If it will be windy on recycle day...prepare. Use the new lidded recycling carts to secure your recycling. Follow recycling guidelines, available on our website.
- Per our Deed Restrictions: Household trash bags must be placed in a can w/ lid.
- Please put out trash after 6 pm the evening before collection. Don't leave landscape waste at the curb for days before pick-up.
- Please help us be part of the solution. Report any damage or problems to our e-mail hoa@terracesonmemorial.org.

VOLUNTEERS

The HOA would welcome volunteers to start a Social/Special Events Committee, Landscaping Committee, Newsletter Committee, etc.

The HOA needs volunteers to resurrect the newsletters for the community.

REASONS TO VOLUNTEER

- Protect your self-interests. Protect your property values and maintain the quality of life in your community.
- Correct a problem. If something could be better, help us improve it.
- Be sociable. Meet your neighbors, make friends, and exchange opinions.
- Give back. Repay a little of what has been done for you.
- Advance your career. Build your personal resume by including your community volunteer service.
- Have some fun. Association work isn't drudgery. It's fun accomplishing good things with your neighbors.
- Get educated. Learn how it's done—we'll train you.
- Express yourself. Help with creative projects like community beautification.
- Try some altruism. Improve society by helping others.

BOARD ORGANIZATION


Nick Kornuta	-	President
Jodee Caceres	-	Vice President/Secretary
Karen Mills	-	Treasurer
Funmi Ekundayo	-	Director
Sunny Chelmella	-	Director

ADJOURNMENT:

There being no further business to discuss, a motion was made and seconded; all were in favor of adjourning the 2025 Annual Meeting at 7:45 PM.



Jodee S. Caceres, Secretary



Date