

# Memorial Chase CIA 2007 Annual Report

## Annual Meeting

The Board of Directors would like to invite you to the Memorial Chase CIA annual meeting. The annual meeting will be held at Krahn Elementary School, Thursday, February 14, 2008, at 7:00PM. Please plan to attend; the board appreciates your participation. If you have any questions regarding the annual meeting, please call Sterling Association Services during normal business hours at 281-447-3388.

### The meeting agenda is:

- ? Call to order
- ? Establish A Qurum
- ? Board Members Introductions
- ? 2007 Summary
- ? 2008 Improvements
- ? 2008 Budget
- ? Long Term Outlook
- ? Misc. Business
- ? Homeowner Input
- ? Adjourn

## Board Member Elections

Three of the seven board positions are scheduled for ballot. Mikel Fontana, David Kopiniz and Walter Belmore are running for Re-election (without opposition at this time). The board is open for additional candidates and if you are interested, please contact the Board of Directors. It is a very interesting and educational experience. It takes one evening per month for monthly meetings and another evening per month for review of management reports to prepare for the monthly meeting. As a board member, you may be called upon to participate in occasional special projects.

## 2007 Summary

### Management Company

MCCIA Management Company is Sterling Association Services Inc.; Drew Jones is the association representative and can be contacted if you have any questions or comments. Contact information – phone 281-447-3388 - fax 281-966-1764. PO Box 38113 Houston, Texas 77238-8113

### Pool Access

Residents are reminded that valid pool tags are required to enter the pool area during pool season. Dues must be current to obtain pool tags.

### Pool Opening Party

The pool party was held one week before the Memorial Day weekend to allow for more residents to attend as many of our neighbor's travel out of town during the Memorial Day weekend. Prizes were donated by local businesses and given away during the party. Special thanks to all those, including the local businesses, which helped make this party such a success. Names of the supporting businesses can be found on the association website [www.memorialchasecia.com](http://www.memorialchasecia.com)

### Tennis Court Usage

The court areas are **strictly for the use of basketball and tennis only**. Other usage must be approved in advance in writing from the Board of Directors. During firework seasons the courts are locked to prevent a repeat of damage to the court area from the fireworks burning the court surface.

## 2007 Kroger Share and Randall's Remarkable Card Collections – Free Money for MCCIA

The Kroger Share program and the Randall's Remarkable Card program provide free money for the MCCIA community. Just for shopping at their stores, these two local retailers donated a percentage of your purchases to our neighborhood. **Please continue using these programs each time you shop at Kroger or Randall's.** If you need a Kroger Share Card or details on the Randall's Remarkable Card program, please contact Sterling Association Services at 281-447-3388 or Mikel Fontana at 281-374-9865 or email [mccia@memorialchasecia.com](mailto:mccia@memorialchasecia.com)

### Collection Summary (As of 12/31/07)

	Billed	Collected	Outstanding	% Collection
2008	76,375	24,945	51,430	32.7%
2007	76,375	70,952	5,423	92.9%
2006	76,375	74,111	2,264	97.3%
2005	70,500	70,162	338	99.5%
2004	64,625	64,625	0	100.0%

### MCCIA Assessment Rate History

Year	Assessment Rate	Year	Assessment Rate
2007	\$325	2001	\$275
2006	\$325	2000	\$275
2005	\$300	1999	\$275
2004	\$300	1998	\$275
2003	\$275	1997	\$275
2002	\$275	1996	\$275

**Note** - Each year, the board of directors review all contracts and monthly expenses to keep our cost down.

## The balance sheet of Memorial Chase CIA as of 12/31/07 is shown below. (Preliminary)

### Assets:

Operating Fund	\$32,371.09	
Reserve Fund	62,658.38	\$95,029.47
Assessments	8024.15	
Collection Expense Rec.	1772.73	
Late Fee Receivable	1072.93	
Accounts Payable	- 1,426.49	
2007 Assessments	-24,945.80	(\$15,502.48)
<b>Total Current Assets</b>		<b>\$79,526.99</b>

## Deed Restrictions / Violations

For all deed restriction violations recorded in 2007, a letter is sent to the homeowner regarding the violation, with a request for correction. 99% of the reported violations are promptly corrected. The board would like to thank every resident for their cooperation and great support. As a reminder, the board would like to ask each resident to please continue helping to keep our neighborhood looking great. Several items to stay focused on are:

- ? General Lawn Care – mowing/edging
- ? Improperly parked vehicles
- ? Repair / Replace loose or broken fence boards
- ? Fence Height 6' 6"
- ? Hanging / Falling Gutters
- ? Materials are to be stored out of sight from street
- ? Pets being allowed to roam the neighborhood
- ? Trash Can left on curbside after collection

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## Trash Collection Guidelines

Trash collection is provided by the Water District - To keep our neighborhood in top shape, changes were made to the deed restrictions to include the following guidelines:

- ? **Trash containers and recycling bins are to be stored out of view from the front of the house.**
- ? **Trash should not be placed at the curbside more than 24 hours before normal collection.**
- ? **Trash containers and recycle bins should be picked up from the curb as soon as possible after collection.**
- ? **Trash containers and recycle bins should not be placed in the street.**

## Pest Control

Annual spraying of the MCCIA area has been ongoing for the last several years. In 2007, the board again increased the normal weekly spraying of the area to twice weekly due to the risk of illness. The board has renewed the contract for 2008 for weekly spraying between April and November.

## MCCIA WEB Page [www.memorialchasecia.com](http://www.memorialchasecia.com)

The MCCIA's web page has been updated. Highlights of the MCCIA web page are:

- ? ACC Forms
- ? Monthly Newsletters
- ? MCCIA monthly meeting minutes
- ? Annual Meeting Information & Forms
- ? Comment & Suggestion Page
- ? Pool Tag Request/ Pool Hours
- ? Annual Pool Party Highlights
- ? Links

Currently residents can communicate with board members and the association via email [mccia@memorialchasecia.com](mailto:mccia@memorialchasecia.com) All emails must include the resident's name, address, and phone number

## Security Issue

Damage to the fence and playground equipment by the spraying of graffiti on the fence and playground equipment was repaired. The tennis court areas were locked during the firework season to prevent damage to the courts. The board continues to monitor activities at the common area and asks residents to report any unlawful activities to 911.

## Outdoor Burning

MCCIA deed restrictions prohibit any outdoor burning within the neighborhood. This would include the burning of leaves, pine needles, limbs and lawn trimmings.

## 2007 Improvements

### Security Additions

All residents are asked to be aware of the activities in and around our neighborhood. As a reminder, please keep our common area clean and safe. Please remove all items from the common area when you leave and please contact 911 if you see any vandalism taking place around our neighborhood.

### Common Area – Playground Equipment

The ground cushion boarded was replaced in 2007 with material that was donated to the neighborhood- Thank you Joe Simmons. A fresh coat of paint was applied to the playground equipment at the common area.

## 2008 Pool Opening Party

The pool party will be held on **Saturday, May 17, 2008**

**Mark your calendars!** This is one week before the Memorial Day weekend and allows for more residents to attend as many of our neighbors travel out of town during the Memorial Day weekend. Volunteers are needed for planning and obtaining donations for door prizes to make the party a great success. If you are interested in helping out with the party, please email [mccia@memorialchasecia.com](mailto:mccia@memorialchasecia.com).

## ACC Forms

Residents are reminded that ACC forms must be completed and approved before any repairs or additions to their residence This includes fences, roofs, and painting. ACC forms and information are available at [www.memorialchasecia.com](http://www.memorialchasecia.com)

## MCCIA Planning For the Future

### 2008 Financial Overview

In October of 2007, annual assessment bills were mailed. A payment plan was available, which allowed assessments to be paid in three payments. As of 12/31/07 / \$24,945.80 of the 2008 assessments had been paid. Accounts are delinquent if not paid in full by 01/31/2008 and a \$25.00 late fee and interest will be applied. Delinquent accounts will be turned over to our attorney for collection.

### 2008 Budget

The 2008 budget has been set and approved by the board. The budget was set as follows:

Budgeted 2008 Total Income	\$76,411.00
Budgeted 2008 Total Expenses	80,564.00
Net Income (Loss)	-4153.00

### Expense Details:

Utilities	\$14,640	Grounds Maint.	\$3,760
Taxes & Insurance	8,270	Building Repairs	360
Legal/Professional	23,000	Common Area	1,200
Pool	22,170	Administrative	2,340
Capital Reserve	4,824		

### 2008 Outlook

The financial health of our association is good. The board is always looking ahead to the future to insure that we keep our present health. We continue to work to ensure that the best interests of our neighborhood are kept as the top priority. As always the board is open to the opinions of each resident. Please make plans to attend the annual meeting and or the monthly meetings held the second Thursday of each month at the Fire Station on Landry.

Looking forward to seeing you at the annual meeting

Respectfully,  
Memorial Chase CIA Board of Directors.