

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS MEMORIAL
CHASE COMMUNITY IMPROVEMENT ASSOCIATION, INC**

April 11, 2019

Fire Station – 9755 Landry

CALL TO ORDER

Linda Bengé, Vice President called the meeting to order at 7:00 p.m. Board members in attendance were Anne Allen, Norma Avila, David Kenney and Celene Keserich. Drew from Sterling ASI was in attendance and one resident was in attendance.

ADOPT A AGENDA

A motion was made, seconded and passed unanimously to adopt the agenda as presented.

HOMEOWNER/GUEST INPUT

None

APPROVAL OF MINUTES- The minutes were approved.

MANAGEMENT REPORT

Financial- The board reviewed the financial report for March 31, 2019. The financials look good.

Collections- The board reviewed the status of the outstanding past due accounts as of March 31, 2019.

Deed restriction Report- A review of the area was done and letters sent to owners as needed for the various restrictions noted.

ACC Applications- There were three (3) form(s) submitted:

9418 Landry – new windows-approved

17011 Kirkchapel-fence-approved

9414 Halkirk-concrete work-approvaed

All ACC forms must be submitted with all the required information including color samples before any work begins. Forms are available online at www.memorialchasecia.com.

Monthly Invoices - The board reviewed and approved the monthly invoices and association checks for their payment.

OLD BUSINESS

Common Area Improvements- The play area will require some new swing seats and review of slide walkway. 7.12.2018- quotes being obtained. Vandalism occurred and new hooks for the swings had to be replaced. Information is being reviewed regarding pricing. 7.12.2018- new swings and hooks ordered- awaiting receipt. Swings have been replaced. Also, play area modification needed on the slide structure- pending quote. We have received one quote. Seeking additional quotes. Drew will contact another vendor for quote 10.11.2018. Drew will make appointments for bids 11.8.2018. We have received two bids for the playground area-both include more work than we requested- one if for \$42,000 for full replacement and \$22,104 for partial replacement. The other is for \$23,923. We will be contacting each of them to restate our needs and discuss the requirements by law to ensure a fair and equitable bid is reviewed by the board. 12/13/2018. Moving forward with one of the companies regarding the bid provided. Asking them for face to face visit so that they can walk us through what is proposed to

be done in the park area for the bid described and if any other updates are required. 1/10/2019. After several bids and a meeting with contractor- the following are being considered to be replaced due to required code requirements: ground cushioning/expand parameter, merry-go-round, slide structure, new park benches (2). The jungle gym is being removed. All repairs/replacements will then be compliant. Board will receive information for final decision. 2/14/2019 Proposal is approved and work is being scheduled for the park area. 3/14/2019.

New net was put on tennis court. Playground area: Payment made, equipment on order and timeline is being provided by contractor for work and completion date.4/11/2019

Fire Station Construction- 2019 Meetings- The new fire station is under construction and we will be able to continue to use it for meetings. President will advise Board if change of location is necessary for the April meeting. ***Location for the next meeting was questioned as the currently used building appears to be stripped of most of items to use in the new building. Updates will be posted on the association web site on the location of each monthly meeting.***

COMMON AREA FENCE DAMAGE-Damage has occurred again with several fence boards being kicked in to gain access to the park area. *If you see any vandalism in the common area, you are asked to call the sheriff's department and report the incident.*

NEW BUSINESS

ANNUAL POOL CONTRACT- SIGNED- The pool contract has been signed and is the same as last year. (Pool will be in use for training by SW Pool management company on April 27/28. (Signs will be posted-residents will not be allowed into the pool area during this time.)

ANNUAL POOL PARTY NOTICE-POOL OPENING PARTY- The board members in attendance reviewed the form and approved it to be sent with no corrections. MAY 18, 2019 12-2pm.

Post Office Box- The post office box had not been renewed – no notice was received. We were able to pay the renewal and maintain our box number.

Harris County Appraisal District 2019 Notice Received- reviewed and looks ok.

NEXT MEETING SCHEDULED – May 9, 2019, 7pm, Fire Station on Landry.

ADJOURN

With no further business to come before the board, a motion was made, seconded and passed unanimously to adjourn at 7:21 p.m.

Celene Keserich, Secretary