

Memorial Chase CIA 2016 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 Klein Fire Station 33, Thursday, February 09, 2017 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 832-678-4500.

The meeting agenda is:

- Call to order
- Establish Quorum
- Board Members Introductions
- 2016 Summary
- 2016 Improvements
- 2017 Budget
- Long Term Outlook
- Misc. Business
- Homeowner Input
- Adjourn

Board Member Elections

Three of the seven board positions are scheduled for ballot, Annie Allen, David Kopinitz, Celene Kesperich and Kandace Mobley are running for Re-election (without opposition at this time). The board is open for additional candidates; 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.

2016 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 832-678-4500 - fax 832-604-7093. PO Box 38113 Houston, Texas 77238-8113

MCCIA Board of Directors

Residents can submit questions, comments and or concerns to the Board of Directors by using the comment page on the association web page www.memorialchasecia.com or by sending an email to mccia@memorialchasecia.com. All submissions must include the residents name, contact information and address.

Pool Access

Residents are reminded that valid pool tags are required to enter the pool area during pool season. Deed restriction issues and Annual 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, that helped make this party such a success. Names of the supporting businesses can be found on the association website www.memorialchasecia.com

Court Usage

The court areas are **strictly for the use of basketball and tennis**. Other usage must be approved in advance in writing from the Board of Directors. Residents can request a key to the courts online at the MCCIA web site. Complete the form and submit via email. Keys are for residents 18 years and older and MCCIA residents only. A \$25 fee applies for any replacement keys.

Collection Summary (As of 12/31/16)

	Billed	Collected	Outstanding	% Collection
2016	88,125	86,360.85	1764.15	97.99 %
2015	88,125	87,375	750.00	99.1%
2014	88,125	87,375	750.00	99.1%
2013	88,125	87,750	375.00	99.5 %
2012	88,125	88,100	25.00	99.9%

MCCIA Assessment Rate History

2016	\$375	2008	\$325
2015	\$375	2007	\$325
2014	\$375	2006	\$325
2013	\$375	2005	\$300
2012	\$375	2004	\$300
2011	\$375	2003	\$275
2010	\$350	2002	\$275
2009	\$350	2001	\$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 12/31/16 is shown below. (Preliminary)

Assets:

Operating Fund	\$120,845.66	
Reserve Fund	73,647.63	\$194,493.29
Receivable	200.00	
Assessments	3,664.15	
Collection Expense Rec.	735.00	
Late Fee Receivable	1365.68	
Misc Receivable/Assets	100.00	
Accounts Payable	-1,748.55	
2016 Assessments	-34,888.23	(\$30,571.95)
Total Current Assets		\$163,921.34

Deed Restrictions / Violations

For all deed restriction violations recorded in 2016, 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 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
- Trailers parked in driveways and or street
- Trash Cans left on curbside after collection

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Trash Collection Guidelines

Trash collection is provided by the Water District – Collection days are on Tuesday and Friday. 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.

MCCIA WEB Page www.memorialchasecia.com

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

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

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

2016 Common Area Repairs

Repairs were made to the common area during the year due to vandalism/damage. The playground fence was damaged multiple times and the section between the courts and pool had to be repaired. Residents are to report any unlawful activities to 911.

Outdoor Burning

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

Fireworks

MCCIA prohibits the discharging of fireworks at the Common Area – including the park, court areas and vacant lot next to the courts.

Security

MCCIA residents are reminded to report any suspicious activities in the neighborhood to 911 as issues that are not reported cannot be addressed. Residents also have access to the Harris County iWatch application to report issues anonymously online. Go to <http://www.iwatchharriscounty.com/> for more information on iWatch.

2016 Improvements

Pool Area

Improvements were made to the pool decking to replace the expansion joint filling around the pool and pool decking area.

Court Fencing

A bottom rail was added to the fencing around the courts to secure and prevent damage to the fencing.

2017 Pool Opening Party

The pool party will be held on **Saturday, May 20, 2017**. **Mark your calendars!** This is one week before 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.

ACC Forms

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

MCCIA Planning For the Future

2017 Financial Overview

In October of 2016, annual assessment bills were mailed. A payment plan was available, which allowed assessments to be paid in three payments. As of 12/31/16, \$34,888.23 of the 2016 assessments had been paid. Accounts are delinquent if not paid in full by 01/31/2017 and a \$25.00 late fee and interest can be applied. Delinquent accounts will be turned over to our attorney for collection.

2017 Budget

The 2017 budget has been set and approved by the board. The budget was set as follows:

Budgeted 2017 Total Income	\$88,161.00
Budgeted 2017 Total Expenses	88,175.00
Net Income (Loss)	(14.00)

Expense Details:

Utilities	\$14,616	Grounds Maint.	\$4,700
Taxes & Insurance	10,520	Administrative	4,360
Legal/Professional	20,100	Common Area	2,400
Pool	26,655		
Capital Reserve	4,824		

Memorial Chase Homeowners Associations

Just as a reminder there are two homeowners associations in Memorial Chase which can be a little confusing to new residents. The two associations are MCHOA and MCCIA which are divided by the area of the neighborhood. If you have question regarding your association (MCCIA) please feel free to ask. A map of MCCIA is available on the MCCIA website.

2017 Outlook

The financial health of our association is good and the Board of Directors are 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. Note due to pending construction the monthly meeting location may change – please check the association web site for updated information.

Looking forward to seeing you at the annual meeting

Respectfully,
Memorial Chase CIA Board of Directors.