

Memorial Chase CIA 2020 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 the MCCIA Pool Area, Thursday, February 11, 2021 at 7:00PM. Meeting will be held outdoors due to the impact of COVID-19. Mask will be required, and social distancing will be enforced. Please plan to attend as the board appreciates your participation. If you have any questions regarding the annual meeting, please email the association at mccia@memorialchasecia.com.

The meeting agenda is:

- Call to order
- Establish Quorum
- Board Members Introductions
- 2020 Summary
- 2020 Improvements
- 2021 Budget
- Long Term Outlook
- Misc. Business
- Homeowner Input
- Adjourn

Board Member Elections

Four of the seven board positions are scheduled for ballot, Annie Allen, Kimberly Schiller, Celene Keserich and David Kenney 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 an 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.

2020 Summary

MCCIA Board of Directors

Residents can submit question, comments and or concerns to the MCCIA Board of Directors by sending an email to mccia@memorialchasecia.com. All submissions must include full name, email address, phone contact and address.

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. Contact information – Phone 832-678-4500 - Fax 832-604-7093. 6842 N. Sam Houston Parkway West Houston, Texas 77064

COVID-19

COVID-19 impacted all MCCIA residents and our normal activities. Our Annual pool opening party was cancelled and our regular use of the pool, playgrounds, and court areas were also impacted. Safety is the priority for our residents and community. Thank you for all your cooperation in 2020 to follow the guidelines for the use of these when it was safe. Current restrictions are posted at the Common Area. We will continue to post updates on the association website.

Pool Access

Residents are reminded that valid pool tags are required to enter the pool area during the pool season. Deed restriction issues and Annual dues must be current to obtain pool tags.

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 MCCIA residents 18 years and older. A \$25 fee applies for any replacement keys.

Collection Summary (As of 12/31/20)

	Billed	Collected	Outstanding	% Collection
2020	88,125	84,755	3,370	96.2%
2019	88,125	86,208	1,917	97.8%
2018	88,125	87,750	375	99.6%

MCCIA Assessment Rate History

2021 – 2011	\$375
2010 – 2009	\$350
2008 – 2006	\$325
2005 – 2004	\$300
2003 – 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 12/31/20 is shown below. (Preliminary)

Assets:

Operating Fund	\$153,519.82	
Reserve Fund	70,535.88	\$224,055.70
Assessments	5,662.09	
Collection Expense Rec.	1,895.00	
Late Fee Receivable	799.71	
Misc. Receivable/Assets	58.59	
Accounts Payable	-1,663.31	
2020 Assessments	-32,630.68	(\$25,878.60)
Total Current Assets		\$198,177.10

Deed Restrictions / Violations

For all deed restriction violations recorded in 2020, 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 – invalid registration
- Repair / Replace loose or broken fence boards.
- Fence Height 6' 6"
- Hanging / Falling Gutters
- Materials stored out of sight from street.
- Pets being allowed to roam the neighborhood.
- Vehicles or 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 which contracted with Texas Pride Disposal. 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.
- Collection guidelines are posted on our website

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
- Pool Tag Request/ Pool Hours
- Annual Pool Party Highlights

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

2020 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.

2020 Improvements

Pool Resurfacing

The pool resurfacing was completed which included the replacement of the pool drain covers which was required to meet current pool requirements.

Storage Shed

A storage shed was added to the pool area for secured storage of the pool loungers and chairs plus other pool equipment.

2021 Pool Opening Party

Pending the impact of COVID-19, the pool party will be held on **Saturday, May 22, 2020. 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 with the party, please email mccia@memorialchasecia.com.

ACC Forms

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

MCCIA Planning For the Future

2021 Financial Overview

In October of 2020, annual assessments were mailed. A payment plan was available, which allowed assessments to be paid in three payments. As of 12/31/20, \$32,630.68 of the 2021 assessments had been paid. Accounts are delinquent if not paid in full by 01/31/2021 and a \$25.00 late fee and interest can be applied. Delinquent accounts will be turned over to our attorney for collection.

2021 Budget

The 2021 budget has been set and approved by the board. The budget was set as follows:

Budgeted 2021 Total Income	\$88,161.00
Budgeted 2021 Total Expenses	89,375.00
Net Income (Loss)	(1,214.00)

Expense Details:

Utilities	\$14,616	Grounds Maint.	\$5,900
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.

2021 Outlook

The financial health of our association is good and the Board of Directors work to plan for the future to ensure 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. Note due to impact of COVID-19 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.