

**THE BOARD OF DIRECTORS OF SETTLERS VILLAGE COMMUNITY
IMPROVEMENT ASSOCIATION, INC. HELD THEIR REGULAR BOARD OF
DIRECTORS MEETING ON THURSDAY, JUNE 16, 2022, at Settlers Village
Clubhouse, 6700 Settlers Village, Katy TX 77449 at 6:30pm**

DIRECTORS PRESENT: Kim Rogers, Kathy Cones and Lance Berndt

ALSO, PRESENT: Sunni West of Crest Management Company.

CALL TO ORDER/QUORUM:

The meeting was called to order at 6:30pm by Kim Rodgers, President. The agenda was adopted as presented.

MINUTES

The minutes of the May 12, 2022, meeting was reviewed and unanimously approved as presented.

Homeowner open Forum and Guests.

Two (4) owners were present in the meeting. One owner wanted to know if the Board is required to send out information if they are going out for bids. The answer is no, there are only 15 items that must be listed on the agenda that is posted one week before the Board Meeting. All owners who are signed up with Crest Management will receive the email about the Board meeting. Boards can approve bids through emails and/or at meetings. This Board meets every quarter, so most bids are approved by emails.

The owner of the little library attended the meeting and the box they built for the books was approved. They needed a post to put it on and the Board will take care of it. The Board asked him to bring the box into the Clubhouse and they will install it for him.

FINANCIALS

The Financials were presented to the Board. As of May 31, 2022, there was a total cash balance of \$762,183.95 in the operating account, the capital reserve account had a balance of \$214,521.42. Account receivables were \$163,406.65 noting that 2022 account receivables were \$46,450.23

BUSINESS

Ratify Decisions made between Meetings:

Add 10 Pallets of sod and dirt to level out the back park \$8,000.00

Community events for 2022:

Movie night flyer was approved. There will be two food trucks on site for owners if they wish to purchase food and drinks.

The next event will be NNO and the only items left to do is register with Harris County Sheriff's Office. In December will be Breakfast with Santa.

MANAGEMENT REPORT

Collections – A motion was made to turn over all owners who are delinquent in the payment of two (2) years and above of the HOA assessments and any other charge to the Association’s attorney to collect the delinquency through lawsuit and foreclosure if necessary, the motion was seconded, voted on and approved.

Deed Restriction Violation – A motion was made to send the following accounts to the law firm for deed restriction violation. Account number 2620315052 to remove the chicken coop in the back yard, account number 2620214012 to remove the trailer out of public view, account number 26201RP08013 to remove the trailer out of public view, account number 26201RP03003 to remove all miscellaneous items, located at the right of the home, account number 2620316025 to remove the commercial vehicle out of the community, account number 2620320038 to remove the commercial vehicle out of the community, account number 26201RP03018 to remove the trailer and tractor out of the community, account number 26201RP0414 to repair/replace broken fence at the right, account number 2620316037 to remove the trailer out of the community, account number 2620206056 to remove the trailer out of the community, seconded and all in favor.

Additional Business – none

SCHEDULING OF NEXT BOARD MEETING:
June 16, at 6:30pm at the Clubhouse

EXECUTIVE SESSION – A motion was made to adjourn into Executive session at 8:00pm.

ADJOURNMENT/EXECUTIVE SESSION SUMMARY IN OPEN SESSION:
There being no further business to come before the Board, a motion was made, seconded, and carried to adjourn back to the Open Session at 8:29pm for the Executive Session Summary. Director Rodgers provided an oral summary of discussion and decisions made during the Executive Session. A motion was made, Seconded, and carried to adjourn the meeting at 8:30pm

Approved:

Kim Rogers
Kim Rogers President

9/15/2022
Date

**SETTLERS VILLAGE COMMUNITY IMPROVEMENT ASSOCIATION INC
BOARD OF DIRECTOR'S MEETING**

DATE: Thursday, June 16, 2022
TIME: 6:30p.m.
PLACE: Settlers Village Clubhouse
6700 Settles Village
Katy TX 77449

AGENDA

Open Session – 6:30 p.m.

1. Call to Order and Adoption of Agenda
2. Approval of Minutes – May 12, 2022
3. Financial Report -
4. Homeowner Open Forum and Guests
5. **Business**
 - Ratify Decisions Made Between Meetings
 - Add 10 pallets of sod and dirt to level out the back park \$8,000
 - Free Little Library – Owner will attend meeting.
 - Community Events – Movie Night Flyer needs to be approved. Two food trucks will be on site – residents must pay for their own food. HOA will have some drinks onsite.
 - NNO (Banners need to be ordered, form to turn into HCSO and Firetruck)
Breakfast with Santa
 - Initiation of Collection Actions, Foreclosure Actions and Deed Restriction Enforcement Actions
 - Additional Business
6. **Scheduling of Next Board Meeting**
7. Adjournment into Executive Session

EXECUTIVE SESSION

- I. Manager's Report
 - A. Collection report
 - B. Attorney status report
 - C. Deed Restriction report
- II. Additional Business
- III. Adjourn back into Open Session to give Executive Session Summary.

Homeowner questions and comments must be held for the homeowner open forum only.

Settlers Village CIA
Balance Sheet
May 31, 2022

Assets:

Cash

CIT - Operating (.05%)	\$	239,786.96	
CIT - Premium Sweep (.10%)		150,593.77	
CIT - Petty Cash		3,000.22	
New First - Rec Center (.15%)		30,435.71	
New First - MMKT (.05%)		13,656.65	
NewFirst Op CD 08/04/22 (.05%)		205,442.02	
NewFirst Op CD 02/03/22 (.01%)		62,376.02	
NewFirst Op CD 08/04/22 (.05%)		56,892.60	
Total Cash	\$	762,183.95	

Reserve Funds

New First - Reserve (.15%)		214,521.42	
Total Reserve Funds		214,521.42	

Assessment Receivables

2014 Maintenance Fees		242.00	
2015 Maintenance Fees		636.00	
2016 Maintenance Fees		954.00	
2017 Maintenance Fees		1,296.00	
2018 Maintenance Fees		2,362.00	
2019 Maintenance Fees		3,729.30	
2020 Maintenance Fees		5,741.20	
2021 Maintenance Fees		12,931.62	
2022 Maintenance Fees		46,450.23	
Finance Charges		15,362.36	
Collection Costs		14,417.70	
Legal Fees		45,766.56	
Deed Restriction Legal Fees		10,461.53	
Deed Restriction Fees		3,056.15	
Total Assessment Receivables		163,406.65	

Settlers Village CIA
Balance Sheet
May 31, 2022

Other Assets		

Prepaid Insurance	\$	14,804.17
Total Other Assets		\$ 14,804.17
Total Assets		\$ 1,154,916.19
Liabilities:		

Accounts Payable	\$	5,204.55
Prepaid Assessments		6,060.71
Deferred Maintenance Fees		208,804.49
Total Liabilities	\$	220,069.75
Equity:		

Reserve Funds		

Capital Reserves		214,521.42
Total Reserve Funds		214,521.42
Members Equity		

Members Equity		736,778.92
Current Year Surplus (Deficit)		(16,453.90)
Total Members Equity		720,325.02
Total Liabilities and Equity	\$	1,154,916.19

Settlers Village CIA
STATEMENT OF REVENUES & EXPENSES
For 5 Months Ended May 31, 2022

	MAY ACTUAL	MAY BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
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REVENUE:								

Maintenance Fees	27,136	27,136		135,680	135,680		325,632	(189,952)
Maintenance Fees - Commercial	2,693	2,693		13,466	13,466		32,319	(18,853)
Interest on Unpaid Assessments	528	375	153	3,844	1,875	1,969	4,500	(656)
Interest Earned on Investments	26	42	(16)	125	208	(83)	500	(375)
Amenity Rental Fees		42	(42)		208	(208)	500	(500)
Recycling Income	11	2	9	23	8	15	20	3
Interest - Recreation Center	8	4	4	19	21	(2)	50	(31)
TOTAL REVENUE	30,402	30,294	108	153,157	151,466	1,691	363,521	(210,364)
EXPENSES:								

ADMINISTRATIVE								

Administrative Contract	2,900	2,975	75	14,500	14,875	375	35,700	21,200
Office Supplies	7	42	35	104	208	104	500	396
Copies	213	292	79	1,137	1,458	321	3,500	2,363
Postage & Delivery	304	583	279	4,166	2,917	(1,249)	7,000	2,834
Community Mailouts		167	167	941	833	(108)	2,000	1,059
Administrative Notices		344	344		1,718	1,718	4,124	4,124
Deed Restriction Expenses	160	167	7	760	833	73	2,000	1,240
Record Storage/Management	30	30		150	150		360	210
ACC Review	450	350	(100)	1,650	1,750	100	4,200	2,550
Pool Tag Distribution		42	42	500	208	(292)	500	
TOTAL ADMINISTRATIVE	4,064	4,992	928	23,908	24,950	1,042	59,884	35,976
PROFESSIONAL SERVICES								

Legal - Corporate		167	167	1,683	833	(850)	2,000	317
Legal - Collections	1,761	1,333	(428)	5,972	6,667	695	16,000	10,028
Legal Coll - Billed to Owners	(1,761)		1,761	(5,972)		5,972		5,972
Legal - Deed Restrictions	529	83	(446)	838	417	(421)	1,000	162
Legal DR - Billed to Owners	(529)		529	(838)		838		838
Tax Preparation & Audit		83	83	450	417	(33)	1,000	550
TOTAL PROFESSIONAL SERVICES		1,666	1,666	2,133	8,334	6,201	20,000	17,867

Settlers Village CIA
STATEMENT OF REVENUES & EXPENSES
For 5 Months Ended May 31, 2022

	MAY ACTUAL	MAY BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
GROUNDS MAINTENANCE								
Landscape Contract	3,850	3,850		19,250	19,250		46,200	26,950
Landscape Extras	3,100	1,250	(1,850)	11,100	6,250	(4,850)	15,000	3,900
Irrigation Repairs		417	417	2,119	2,083	(36)	5,000	2,881
Force Mows		292	292	600	1,458	858	3,500	2,900
TOTAL GROUNDS MAINTENANCE	6,950	5,809	(1,141)	33,069	29,041	(4,028)	69,700	36,631
MAINTENANCE & REPAIRS								
General Maintenance & Repairs	500	667	167	15,400	3,333	(12,067)	8,000	(7,400)
Pest Control	529	375	(154)	968	1,875	907	4,500	3,532
Site Signs	38	17	(21)	38	83	45	200	162
Flag Maintenance		31	31	416	156	(260)	375	(41)
Building Maintenance & Repairs		167	167		833	833	2,000	2,000
Entry Maintenance		83	83		417	417	1,000	1,000
TOTAL MAINTENANCE & REPAIRS	1,067	1,340	273	16,822	6,697	(10,125)	16,075	(747)
AMENITY MAINTENANCE								
Community Center Expenses	13,000	417	(12,583)	18,900	2,083	(16,817)	5,000	(13,900)
Playground Repairs & Maint.		250	250	5,000	1,250	(3,750)	3,000	(2,000)
TOTAL AMENITY MAINTENANCE	13,000	667	(12,333)	23,900	3,333	(20,567)	8,000	(15,900)
POOL MAINTENANCE								
Pool Contract	5,428	3,154	(2,274)	8,514	15,771	7,257	37,850	29,336
Pool Maint & Repairs		417	417	10,651	2,083	(8,568)	5,000	(5,651)
Pool Tags & Equipment	400	192	(208)	10,509	958	(9,551)	2,300	(8,209)
TOTAL POOL MAINTENANCE	5,828	3,763	(2,065)	29,674	18,812	(10,862)	45,150	15,476

Settlers Village CIA
STATEMENT OF REVENUES & EXPENSES
For 5 Months Ended May 31, 2022

	<u>MAY ACTUAL</u>	<u>MAY BUDGET</u>	<u>VARIANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>ANN'L BUDGET</u>	<u>REMAINING</u>
SECURITY EXPENSES								
Security Camera Maintenance		167	167	800	833	33	2,000	1,200
Alarm Monitoring	27	29	2	135	146	11	350	215
TOTAL SECURITY EXPENSES	27	196	169	935	979	44	2,350	1,415
UTILITIES								
Electricity - Street Lights	3,512	3,605	93	17,519	18,025	506	43,260	25,741
Electricity - Rec Center	467	538	71	2,540	2,691	151	6,458	3,918
Electricity - Entry	16	40	24	138	201	63	483	345
Telephone	355	389	34	1,757	1,947	190	4,673	2,916
Water and Sewer	178	117	(61)	499	583	84	1,398	899
Water - Irrigation System	907	1,148	241	2,109	5,738	3,629	13,770	11,661
TOTAL UTILITIES	5,435	5,837	402	24,562	29,185	4,623	70,042	45,480
OTHER								
Property Taxes							75	75
Insurance	1,346	1,386	40	6,456	6,932	476	16,636	10,180
Community Events		417	417	5,971	2,083	(3,888)	5,000	(971)
YOM/Christmas Decorations		583	583		2,917	2,917	7,000	7,000
Internet/Web Services	150	175	25	563	875	312	2,100	1,537
Bad Debts				1,619		(1,619)	39,795	38,176
Capital Reserve Allocation							1,713	1,713
TOTAL OTHER	1,496	2,561	1,065	14,609	12,807	(1,802)	72,319	57,710
TOTAL EXPENSES	37,867	26,831	(11,036)	169,612	134,138	(35,474)	363,520	193,908
SURPLUS (DEFICIT)	(7,465)	3,463	(10,928)	(16,455)	17,328	(33,783)	1	(16,456)