

AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF FVCA

December 5, 2011 at 7:15 p.m.

- I. **Call to Order**
- II. **Review and approval of minutes from previous meeting**
- III. **Treasurer's Report** Ollie Aldrich
- IV. **Architectural Standards Committee Report** Dick Sundt
- V. **Maintenance Fund Committee Report** Chuck Williams/Nick Hiemstra
- VI. **Parliamentarian** John Baugher
- VII. **Advisory Committee Reports**
 - a. **Citizens on Patrol** Nick Hiemstra
 - b. **Directory** Neil Parsons/Diane Donovan
 - c. **Entrance Beautification** Bill Prewett
 - d. **Maintenance & Parks** Ross Roberts
 - e. **TIRZ17** Dave Tresch
 - f. **Newsletter** David Robertson
 - g. **Security & Traffic** (Patrick Clynes)
 - h. **Welcoming** Nete Sundt/Joke Bergen
 - i. **Webmaster** Brandon Lackey
 - j. **Documentation** Nete & Dick Sundt
 - k. **MemorialSN16** Tonya Wright
- VIII. **Old Business**

None
- IX. **New Business**
 - 1. **Update on the Board**
 - 2. **Motions**
 - a. **HOA Emails / Website**
 - b. **Security Contract**
 - c. **New executive committee proposal for security**
 - d. **Record Retention Policies**
 - e. **New Payment Plan Policy**
- X. **Adjourn**

Fonn Villas Civic Association, Inc.

Maintenance Fund

**Balance Sheet
November 30, 2011**

ASSETS

Cash and Bank Accounts:

Checking - Amegy Bank	5,695
Money Market - Amegy Bank	53,153

Receivable from Homeowner	110
----------------------------------	------------

Investments:

5-93 EE Bonds (6 at \$5,000)	31,212
7-92 EE Bonds (30 at \$1,000)	40,236
TOTAL Other Assets	<u>71,448</u>

Prepaid Security	<u>-</u>
-------------------------	-----------------

<u>TOTAL ASSETS</u>	<u>130,406</u>
----------------------------	-----------------------

LIABILITIES & EQUITY
LIABILITIES

Prepaid Newsletter Printing	1,450
-----------------------------	-------

Maintenance Fees	<u>-</u>
------------------	----------

TOTAL LIABILITIES	<u>1,450</u>
--------------------------	---------------------

EQUITY

Equity December 31, 2010	115,989
--------------------------	---------

Net Excess Income (Expenses) 2011	<u>12,967</u>
-----------------------------------	---------------

TOTAL EQUITY	<u>128,956</u>
---------------------	-----------------------

TOTAL LIABILITIES & EQUITY	<u>130,406</u>
---------------------------------------	-----------------------

Special Events

**Balance Sheet
November 30, 2011**

ASSETS

Cash and Bank Accounts:

Savings-Wells Fargo	14,340
Cash on hand	-

Prepaid Expense-hotel deposit	<u>9,000</u>
-------------------------------	--------------

<u>TOTAL ASSETS</u>	<u>23,340</u>
----------------------------	----------------------

LIABILITIES & EQUITY
LIABILITIES

Unearned Directory Support	<u>3,690</u>
----------------------------	--------------

TOTAL LIABILITIES	<u>3,690</u>
--------------------------	---------------------

EQUITY

Equity December 31, 2010	16,125
--------------------------	--------

Net Excess Income 2011	<u>3,525</u>
------------------------	--------------

TOTAL EQUITY	<u>19,650</u>
---------------------	----------------------

TOTAL LIABILITIES & EQUITY	<u>23,340</u>
---------------------------------------	----------------------

Fonn Villas Civic Association, Inc.

Maintenance Fund

Income & Expense Statement

	Month of November, 2011	
	Budget	Actual
Annual Budget		
Interest Income	118	4
Interest EE Fund 7-92	1,548	-
Interest EE Fund 5-83	396	300
Reserve certificates/Late fees	-	100
Maintenance fees	64,317	-
TOTAL INCOME	405	404

	Eleven Months November, 2011	
	Budget	Actual
Interest Income	77	77
Interest EE Fund 7-92	1,560	1,560
Interest EE Fund 5-83	1,104	1,104
Reserve certificates/Late fees	1,505	1,505
Maintenance fees	64,317	64,147
TOTAL INCOME	68,345	68,393

Special Events

Income & Expense Statement
Eleven Months Ending November 30, 2011

TOTAL INCOME	5,100
Directory ads	3,675
FVCA dues	1,400
Interest income	25

EXPENSES

Directory	1,575
Picnic	-

EXPENSES			
Accounting	2,800	-	3,804
Architectural Standards Committee	350	-	-
Children on Frol	50	50	35
Documentation	50	40	-
Entrances - Identification	4,918	4,918	3,650
Insurance	4,899	4,899	4,627
Legal Fees	2,750	150	1,410
Maintenance of subdivision	4,544	225	3,203
Paint Improvements	300	-	300
Newsletter Delivery	480	40	440
Office Supplies & Postage	200	-	44
Pool Control	-	-	-
Pool Box Rental	42	-	42
Pool - Mini Storage	360	-	360
Safe Deposit Box - Money Bank	75	75	75
Security - Co-Habitable Pool	35,741	35,741	35,741
Senior Neighborhood Assn.	100	100	100
Utilities - Electric	755	60	580
Utilities - Water	1,070	90	981
Website	175	-	-
Volunteering	50	50	34
TOTAL EXPENSES	59,709	665	55,426
NET EXCESS INCOME (EXPENSES)	7,042	(260)	12,967

* Revised by Board of Directors

Regular meeting of the
Fonn Villas Civic Association

The regular meeting of the Fonn Villas Civic Association was called to order at 7:25p.m. on December 5, 2011 at Pines Presbyterian Church by President Greg Holloway.

Present: Greg Holloway, John Baugher, Chuck Williams, Nick Hiemstra, Tonya Wright

Absent: Patrick Clynes, Nete Sundt, Ross Roberts

President Greg Holloway reports that a special meeting was held to discuss a replacement for position 3 formerly held by Christopher Heath. At this special meeting, John Baugher was unanimously voted to fill position 3.

The minutes of the November meeting were reviewed and approved. Motion made by John Baugher and seconded by Nick Hiemstra.

Oliver Aldrich gave the treasurer's report. (see attachment) He notes that the 1st deposit of maintenance fee collections for 2012 has been made. He also reports that the water bill was excessively high because of a leak at Bendwood Park that was previously reported. He is looking into getting a credit back from the city. Also noted was that the Fonn Villa Swim Club bank note has been paid off from Trustmark Bank. The civic association had first right of refusal on this note. The report was unanimously approved.

The Architectural Standards Committee report given by Dick Sundt stated that 1 application was approved. There was an inspection of the neighborhood on November 17, 2011. 33 letters were sent out to homeowners needing adjustments to their properties. The Architectural Standards Committee has been working on the final copy of the guidelines being revised due to legislative changes. There are a few more changes to be made but the final copy should be ready for approval by the February meeting.

The maintenance fund committee reports that the letters for 2012 funds have gone out to homeowners.

The parliamentarian had no report.

Advisory Committee Reports

The citizens on patrol committee had no report.

Diane Donovan reports from the directory committee on parking stickers. See attachment. The board will take this under advisement and report back at a later date.

No report from entrance beautification.

Ross Roberts for maintenance and parks had no report. It was noted during this time that the FVCA storage closet now requires a key and a code. Nete Sundt and Jack Long both have keys and code information.

David Tresch gave a detailed report from the last TIRZ 17 meeting. See attached report.

David Robinson had no report from the newsletter committee.

As previously noted, Patrick Clynes is now the head of this executive committee and will deliver his first report on the constable contract at the January meeting.

Dick Sundt reports for Nete Sundt that 1 new family has been welcomed to the neighborhood.

Webmaster Brandon Lackey had nothing new to report.

There was no report from the documentation committee.

The Memorial SN16 meeting was reported on by Tonya Wright. She stated some of the main points that are pertinent to the association. See attached report.

Old Business

No old business was discussed.

New Business

HOA e-mails/Website - The newsletter will have information about where to sign up to receive board e-mails about pertinent information, including future meetings. It will be a public website and will be a post only site. Residents will not be able to reply to e-mails. David Robinson will research cost and details regarding site. Nick Hiemstra made the motion. Chuck Williams seconded the motion. It was passed unanimously.

Security Contract – John Baugher made a motion to authorize President Greg Holloway to authorize and sign the new security contract from the constable's office. Nick Hiemstra seconded the motion. It was passed unanimously. The board will forward a signed executed copy to Treasurer Oliver Aldrich for the records.

New Executive Committee Proposal for Security – This committee will consist of Patrick Clynes, Ross Roberts and a third board member to be determined in January. This committee is an executive committee due to the use of FVCA funds. Tonya Wright made the motion. Nick Hiemstra seconded. It passed unanimously.

Record Retention and New Payment Plan Policy – On the advice of our attorney, we will approve 3 policies: Record Retention Policy, Payment Plan Policy and Records Reduction and Copying Policy. Nick Hiemstra made a motion to adopt all three policies.

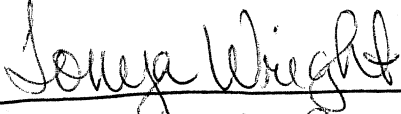
John Baugher seconded. It passed unanimously. President Greg Holloway will handle signing, notarizing and filing.

Documents – The following documents will be filed of record at the County Courthouse and subsequently recorded on the FVCA website in order to comply with recent legislation passed : Procedures for the Architectural Standards Committee and the ACC, Procedures for Financial Management of the FVCA maintenance fund and the Maintenance Fund Timeline. Tonya Wright made the motion. Nick Hiemstra seconded. The motion passed unanimously.

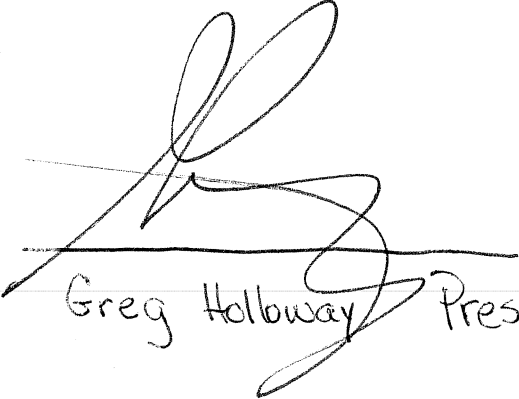
President Holloway wishes to note that John Baugher is an exceptional parliamentarian and keeps us well informed.

Deed Restrictions - The property at Old Oaks and Memorial is still for sale. According to an attorney, the deed restrictions read that this property can only be used as a residential property or real estate office.

There being no further business before the board, a motion was made and seconded that the meeting be adjourned at 8:15.



Tonya Wright Secretary



Greg Holloway President

Iddonovan@gmail.com

From: "Kopy Shop Inc." <kopyshop@sbcglobal.net>
To: <Iddonovan@gmail.com>
Sent: Wednesday, November 23, 2011 8:32 AM
Subject: car sticker quotes
Diane,

Here are the quotes for the car stickers. The reflection sticker is more expensive!

2 x 2 Yellow sticker with logo face adhesive:

3000 - \$365 - .12 cents each

5000 - \$500 - .10 cents each

3 x 3 Yellow sticker with logo face adhesive:

3000 - \$390 - .13 cents each

5000 - \$590 - .12 cents each

2 x 2 reflective sticker with logo back adhesive:

3000 - \$920 - .31 cents each

5000 - \$1400 - .28cents each

3 x 3 reflective sticker with logo back adhesive:

3000 - \$955 - .32 cents each

5000 - 1500 - .30 cents each

Sincerely

Scott Biondo

Time to order your Holiday cards. www.holidaycardwebsite.com/thekopyshop

The Kopy Shop
1701 Bingle, suite 5
Houston, Texas 77055
713-688-3737
713-688-0634 Fax

TIRZ Redevelopment Authority Meeting

November 29, 2011

1. Kimberley Rd Project
 - a. Just waiting on CPE to install street lights. No estimate of when this would be
2. W140 Detention Basin
 - a. LAN meeting with HCFCD in Dec
 - b. Project currently on schedule
 - c. Doing environmental study
 - i. Soil borings show arsenic and lead levels from old warehouse adjacent to the basin
 - ii. Don't know if there are significant levels to require large excavation and disposal of soil. Just as likely to be "background" levels detected and no special handling would be required
 - iii. FUGRO Consultants, Inc. will do further testing
3. RDS
 - a. Meet with COH, HCFCD and Hedwig Village 11/07/2011
 - b. Looking at other "regional" solutions without involving BHV
4. Barryknoll Project
 - a. See attached Presentation
 - b. Includes W151 channel improvements
 - c. Work at intersection of Barryknoll and Gessner will attempt to straighten out the curves east of the intersection
 - d. Sears and MetroNational will be approached to see if Barryknoll could be intersected with Kingsride at Gessner. This was discussed several years ago but received an adamant NO from Sears. Will see if Sear's feelings have changed.
 - e. Current timetable
 - i. Design: January 2012-August 2012
 - ii. Construction: October 2012-January 2014

Special Meeting

A special meeting was held at 8:15 on December 15, 2011 at The Pines Presbyterian Church.

Present: Greg Holloway, Tonya Wright, John Baugher, Chuck Williams and Nick Hiemstra.

A motion was made by Chuck Williams to accept the following people as nominees for the Board of Directors of the Fonn Villas Civic Association. Nick Hiemstra seconded the motion. It was passed unanimously.


Nominees:


Will Frederking

David Valerius

David Robertson

The being no further business before the board the meeting was adjourned at 8:30.


Tonya Wright Secretary


Greg Holloway President