

February Minutes of the Regular Meeting
Of the
Fonn Villas Civic Association

February 2015

I. CALL TO ORDER

The regular monthly meeting of the Fonn Villas Civic Association was held on February 9, 2015 at the Pines Presbyterian Church.

Board Members Present: Jim Egger, Karl Holub, Joe Bono, Christine Caulfield, Paul Dunne, Makeea Grainger, John Moyell, Joanna Rose, Melinda Speight

Board Members Absent: none

President Jim Egger called the meeting of the Association to order at 7:16 pm.

Jim reminded those present that audio or videotaping the proceedings is not permitted.

II. REVIEW AND APPROVAL OF MINUTES

- Minutes of the December 8, 2014 Board meeting are posted on the FVCA website.
- **Jim Egger made a motion to approve the minutes. John Moyell seconded. The motion was approved.**
- Melinda Speight read the list of new Officers and Committee Members approved at the January 26 Organizational Meeting.

III. TREASURER'S REPORT - MAURICE STADLER

- The January financial statement includes an expense of \$1317 for preparing swim-club-merger Q&A and voting papers that were delivered to homes last year.
- John Maurer asked about the Federal Income Tax status of the FVCA, and Maurice responded that a 990 EZ was filed.
- Report is attached

IV. PARLIAMENTARIAN REPORT – John Baugher

- John has made 2 attempts to contact Brandon Lackey about posting the ACC procedures on the website. They are on record with Harris County and need to be posted on the website.
- Jim Egger will get contact information for Brandon.

V. ARCHITECTURAL STANDARDS COMMITTEE REPORT - JOE BONO

- 1 pool was approved, 1 window application was approved, 1 addition not approved
- Joe has contacted outside firms for bids to assist in the approval of construction applications, but has not had a response as of this time.

VI. EXECUTIVE COMMITTEE REPORTS

- a. Maintenance Fund – Melinda Speight
 - Report is attached

- b. Security - John Moyell
 - There were 2 aggravated robberies in the area (Amegy Bank and a bank on Briar Forest)
 - Report is attached

- c. Super Neighborhood - Paul Dunne
 - Violent crime is down per the Constable.
 - The procedures for contesting a parking citation were discussed.
 - Councilman Pennington was there. Memorial Drive construction was discussed. He also talked about parks improvements – they have the funds, but they have no timeline for distribution.
 - Several people praised the Mayor’s Citizens’ Assistance Group coordinator (Rhonda Sauter). Her contact information is on the Super Neighborhood website.
 - Please see the Memorial Super Neighborhood website (memorialsn.org) for details.

- d. Community Facilities – Jim Egger
 - The Board created a Community Facilities Executive Committee at the Organizational Meeting on January 26, 2015.
 - Jim Egger is the Chair. Karl Holub and Eric McCord are members. The committee will be enlisting additional volunteers to help with the Swim Team, etc.
 - The committee will be charged with running the Community Facilities according to the plan of agreement and the merger documents. The merger has been approved, and consent forms to change the deed restrictions are in the process of being collected.

VII. ADVISORY COMMITTEE REPORTS

- a. Citizen Patrol - Maurice Stadler
 - Volunteers logged 10 hrs 50 min in January.
 - Maurice responded to a previous resident’s inquiry about whether volunteers ever patrol without a Citizen Patrol decal, stating that they do not. He subsequently learned that there have been some incidents in nearby neighborhoods where individuals drove slowly through neighborhood in luxury automobiles prior to breaking into houses.

- b. Directory – Sarah Valerius
 - Directory is complete. Please contact Sarah know if you are willing to proofread.
 - Sarah recommended delaying publication next year to facilitate inclusion of the new Board information.

- c. Maintenance and Parks - Makeea Grainger
 - Makeea called Rachel Wisnoski of Midway Management concerning the unkempt grassy area on Town & Country Blvd (west perimeter of Fonn Villas); Rachel then contacted Pat Walters at Memorial City Management District, who arranged to have the grass mowed. Makeea subsequently contacted Pat to thank him, and he indicated that they would continue to maintain the area, and that he would make efforts to have the telephone pole removed and find out about traffic control to prevent further damage to the perimeter brick wall.

- d. TIRZ 17 - David Tresh
 - David had to leave the meeting at 10 pm after only 1/2 of the agenda items had been covered, including detention and agenda setting policy.
 - David reported about these subjects: Improvements at Westview and Lumpkin, March 10 Town Hall Meeting to present drainage project
 - Report is attached
- e. Newsletter - David Robertson
 - Jim Egger will discuss procedure for submitting items for newsletter with David Robertson.
- f. Welcoming – Nete Sundt
 - No report
- g. Webmaster – Brandon Lackey
 - No report
- h. Documentation – Nete Sundt
 - No report
 - Discussion concerning Best Fit handling FVCA documentation storage and retention (see first business item)
 - The storage unit is paid month by month. The monthly rate will go up in March.
 - John Baugher stated that anything with an “o” after it in the vital documents inventory is an original document.
 - John Maurer asked whether documentation related to the merger would be retained. Jim Egger responded that the Board will follow the document retention policy.

VIII. BUSINESS –

- a. Review and vote on proposal for Best Fit Solutions to take over Accounts Payable, Tax Preparation, and other financial transactions (Egger)
 - FVCA currently pays Best Fit Solutions \$400 per month to handle the Maintenance Fund and logistics (mailing, accounting, etc.)
 - For an additional \$420 per month, Best Fit will take over a much wider scope of financial transactions for FVCA, with no additional cost after the Swim Club merger is finalized.
 - In an issue related to document storage, John Baugher pointed out that our document retention policy states that certain documents should be kept in a safe deposit box.
 - **Jim Egger moved that the Board approve the contract expanding the role of Best Fit Solutions. Paul Dunne seconded the motion. The motion passed unanimously.**
- b. Approve FVCA Budget for 2015 – NOTE: the budget will be revised after the Swim Club merger has been finalized (Maurice Stadler)
 - The Board approved a preliminary budget in November. Maurice delivered an updated 2015 budget to the Board.

- Per a previous email from Maurice, the new budget includes updates from Best Fit Solutions and more accurate information from Uncle Bob's Storage. It also includes \$3000 in Special Events expenses for Community Events.
 - Maurice recapped that the 2015 Budget reflects approximately \$78,000 in income and \$65,000 in expenses. \$37,000 of the expenses are for the Constable Patrol. The budget reflects a net income of around \$14,000.
 - Melinda Speight asked whether the budget reflects the increased amount for Best Fit Solutions, and Maurice responded that he had planned to split the monthly fee between the Maintenance Fund and Community Facilities budgets. The Board discussed how this should be handled.
 - **Jim Egger moved to approve the budget submitted by Maurice with the change to increase the Best Fit Solution fee from \$400 per month to \$820 per month beginning in April of 2015. Karl Holub seconded the motion. The motion passed with 8 yeas and 1 abstention (Melinda Speight).**
 - The budget also includes a request to transfer \$10,000 to the Vanguard account. This issue is not included on the agenda and will be placed on the March agenda.
- c. Discussion regarding whether to approve funds for legal opinion on the propriety of Board utilizing maintenance fund for improvement of areas bordering subdivision (Jim Egger)
- Neil Parsons questioned why the Board would spend money on an attorney, when our By-laws state that the Board can spend money to improve the neighborhood.
 - Karl Holub stated that many of these areas are "on the fringes", and the Board wants to be certain that we do not do anything to jeopardize FVCA's status as a non-profit, or to cause other negative consequences.
 - Jim and Karl stated that the attorney's fee will not be a huge expenditure and will provide the Board with a legal opinion concerning whether Board should authorize expenditures such as fixing perimeter fences, etc.
 - **Jim Egger moved that the Board engage Lori Alderson for up to 4 hours to assist in evaluating the propriety of the Board spending funds in and around Fonn Villas. Joe Bono seconded. The motion passed unanimously.**
- d. Request to give a \$50 gift card to the Pines Church secretary for help with scheduling meetings (Nete Sundt)
- Nete stated that the Secretary went above and beyond the call of duty to facilitate our requests this year due to all of the extra meetings.
 - **Karl Holub moved to approve a \$50 gift card to the Pines Presbyterian Church Secretary. Joanna Rose seconded the motion. The motion passed unanimously.**
- e. Discussion regarding whether to allow the FVCA Parliamentarian to act on behalf of the FVCA President to coordinate with the attorney as requested by the FVCA President (Jim Egger)
- Jim explained that there are times when the Board needs to get documents filed, and it would be helpful for the Parliamentarian to assist in the process
 - **Jim Egger moved that the FVCA Parliamentarian be authorized to act on behalf of the FVCA President to coordinate with the attorney as requested**

by the FVCA President. The motion was seconded by John Moyell. The motion passed unanimously.

- f. Request that the FVCA Attorney amend and record the Guidelines as per the Jan. 20, 2014 meeting resolution (Egger)
 - See attached minutes of the January 20, 2014 minutes
 - **Jim Egger moved that the FVCA Attorney amend the Guidelines as per the Jan. 20, 2014 meeting resolution and record them. Paul Dunne seconded. The motion passed unanimously.**

- g. Discussion concerning rescinding the December 9, 2014 resolution authorizing "\$750 to be paid out of the Special Events Fund for the amount owed to Trees for Houston for trees in Bendwood Park" as it has come to the attention of the Board that this authorization is contrary to the Bylaws of FVCA and instead authorizing the amount to be paid out of the Maintenance Fund (Jim Egger)
 - Maurice Stadler stated that he has not received an invoice for the additional \$750 to water the trees, perhaps because we had so much rain. The Board decided to approve the expenditure in case an invoice is received.
 - **Jim Egger moved to rescind the resolution authorizing \$750 to be paid out of the Special Events Fund for the amount owed to Trees for Houston for the watering of the trees, and authorize the amount to be paid out of the Maintenance Fund. Joe Bono Seconded. The motion passed unanimously.**

IX. ADJOURN

Jim Egger made a motion to adjourn the meeting. Melinda Speight seconded the motion. The motion was approved. The meeting was adjourned at 8:39.

Agenda for Board Meeting - 9 February 2015 (Updated)

The next regular meeting of the Fonn Villas Civic Association Board will be on Monday, February 9th, at 7:15 p.m., at Pines Presbyterian Church.

Agenda

1. Call to Order
2. Review and approval of minutes (Christine Caulfield)
3. Treasurer's Report - Maurice Stadler
4. Parliamentarian Report – John Baugher
5. Architectural Standards Committee Report - Joe Bono
6. Executive Committee Reports
 1. Maintenance Fund –Melinda Speight
 2. Security - John Moyell
 3. Super Neighborhood - Paul Dunne
 4. Community Facilities – Jim Egger
7. Advisory Committee Reports
 1. Citizen Patrol - Maurice Stadler
 2. Directory – Sarah Valerius
 3. Maintenance and Parks - Makeea Grainger
 4. TIRZ17 - David Tresch
 5. Newsletter - David Robertson
 6. Welcoming - Nete Sundt
 7. Webmaster - Brandon Lackey
 8. Documentation - Nete Sundt
8. Business
 1. Review and vote on proposal for Best Fit Solutions to take over Accounts Payable, Tax Preparation and other financial transactions (Egger)
 2. Approve FVCA Budget for 2015 – NOTE: this will be revised later in the year after the swim club merger has been finalized (Stadler)
 3. Discuss and approve funds for attorney to provide opinion on the FVCA board's ability to spend maintenance fund to improve areas around subdivision for the benefit of the neighborhood (Egger)
 4. Request to give a \$50 gift card to the Pines Church secretary for helping to schedule all meetings (Sundt)
 5. Discuss and approve the FVCA Parliamentarian to act on behalf of FVCA President to coordinate with the attorney as requested by the FVCA President (Egger)
 6. Request that the FVCA Attorney amended the Guidelines as per the Jan. 20, 2014 meeting resolution and then be recorded (Egger)
 7. Move to rescind the resolution of December 9, 2014 authorizing "\$750 to be paid out of the Special Events Fund for the amount owed to Trees of Houston for trees in Bendwood Park" because it has come to the attention of the Board that this authorization is contrary to the Bylaws of FVCA and authorize the amount to be paid out of the Maintenance Fund (Egger).
9. Adjourn

FONN VILLAS CIVIC ASSOCIATION

BOARD OF DIRECTORS

DATE: Feb 9 2015

Officers	Name	Position	Signature	Telephone
President	Jim Egger	1		713-461-2868
Vice President	Karl Holub	7		713-972-1211
Treasurer	Maurice Stadler	N/A		713-468-5369
Member	Joanna Bono Rose	8		713-256-1292
Member	Paul Dunne	4		713-906-6127
Member	Makeea Grainger	5		713-464-5990
Sergeant-at-Arms	Nete Sundt	N/A		713-467-1795
Member/Secretary	Christine Caulfield	9		203-605-6292
Member	Melinda Speight	3		713-503-0108
Member	Joe Bono	2		832-758-1850
Member	John Moyell	6		713-344-0459
Parliamentarian	John Baugher	N/A		713-363-3722

713 249 2262




COMMITTEE CHAIRS

Committee	Name	Signature	Telephone
Architectural Standards	Joe Bono		832-758-1850
Citizen Patrol	Maurice Stadler		713-468-5369
Directory	Sarah Valerius		713-461-2868
Parks, Maintenance & Entrances	Makeea Grainger		713-464-5990
Newsletter	David Robertson		
Security	John Moyell Pat Clynes		713-344-0459
Picnic	Pam Kelley		713-467-9011
Memorial City TIRZ Liaison	David Tresch		713-465-4097
Super Neighborhood Rep.	Paul Dunne Tonya Wright		713-906-6127
Welcoming	Nete Sundt		713-467-1795
Webmaster	Brandon Lackey		713-973-0438
Maintenance Fund	Jim Egger - Melinda Speight		713-461-2868

FONN VILLAS CIVIC ASSOCIATION

BLOCK REPRESENTATIVES

DATE: 5-29-2015

Street	Name	Signature	Telephone
ATTINGHAM	Leslie Hattig		281-804-5820
BARRYKNOLL - EAST	Carey McCord		713-973-9913
BARRYKNOLL - WEST			
BENDWOOD	Tonya Wright		713-827-0680
BROKEN BOUGH	Diana Chenoweth		713-984-9592
COBBLESTONE	Karen Lee		713-647-9844
HALLIE - LOWER	Cindy Brown		713-464-7442
HALLIE - UPPER			713-
KIMBERLEY	Terri Lamb		713-467-5262
KINGSRIDE - EAST			
KINGS RIDE - WEST	Bob Atkinson		713-465-7655
LORNMEAD	Brandon Frank		713-201-3422
OLD OAKS	Beth Hackworth		713-464-1852
PEBBLEBROOK - EAST			
PEBBLEBROOK - WEST	Jana Johnson		713-505-1128
PINEROCK	Jennifer Pruett		713-827-1313
ROCKY MEADOW - EAST	Kara Barrow		713-464-8413
ROCKY MEADOW - WEST	Lee Mikes		713-859-6738
TAYLORCREST - EAST	Greg Shaw		713-467-1631
TAYLORCREST - WEST	Nete Sundt/Kim Frederking		713-467-1795
TRAIL HOLLOW - EAST			
TRAIL HOLLOW - WEST	Bina Lorfing		713-465-4048
VAL LENA	Charlotte Mitchell		713-722-0118
VINDON	Meredith Cooley		713-984-1786

Income and Expense				Special Events		Balances	
Maintenance Fund		January 2015		Special Events		Maintenance Fund	
Annual budget	Budget	Actual	Year-to-Date	Income	Assets	Assets	Special Events
			3,575	Directory support	AmegyBank checking	AmegyBank money market	25,779
Maintenance charges	70,520	65,923		Dues	EE bonds issued July 1992		
Accrued interest from bonds issued July 1992	1,836	912		Money-market-account interest	EE bonds issued May 1993		
Accrued interest from bonds issued May 1993	1,428	120	0		Vanguard fund		
Vanguard fund interest and capital gains	1,657	665			Prepaid constable patrol		
Fees and resale certificates	2,300	100			Total	Total	25,779
Maintenance-charge late fees	513				Liabilities	Liabilities	
Total	78,254	67,720	67,720		Prepaid newsletter printing	Unearned directory support	
			Total	Expenses	Maintenance charges		
Expenses				Directory printing	Equity	Equity	
Constable patrol	37,230	9,084			Equity at start of year	Equity at start of year	22,204
Entrance landscaping	6,385				Net income year-to-date	Net income year-to-date	3,575
Entrance maintenance	270				Total liabilities and equity	Total liabilities and equity	25,779
Legal	4,611	388					
Insurance - general liability	3,234						
Insurance - directors & officers liability	2,150						
Accounting	5,398	405					
Office supplies and postage	2,032	1,317					
Newsletter delivery	820	140					
Storage	894	67					
Water	796	69					
Electricity	466	51					
Documentation	89						
Website	75						
Post office box	60						
Welcoming	24						
Architectural standards	10						
Total	64,545	11,521	11,521	Total	Total	Total	0
Net income	13,709	56,199	56,199	Net income	Net income	Net income	3,575

	2014		2015	Comment	2015 by month												
	Approved	Actual			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	Income																
Maintenance charges	70,749	70,937	70,520	\$0.022 per square foot	65,923	3,409	836	353									
Accrued interest from bonds issued July 1992	1,752	1,752	1,836	4% annual interest rate	912					924							
Accrued interest from bonds issued May 1993	1,376	1,368	1,428	4% annual interest rate	120	120	120	108	120	120	120	120	120	120	120	120	120
Vanguard fund interest and capital gains	2,016	1,380	1,657	assume 2% annual growth rate	665	-383	136	137	137	137	138	138	138	138	138	138	139
Fees and resale certificates	1,760	2,620	2,300		100	200	200	200	200	200	200	200	200	200	200	200	200
Maintenance-charge late fees	862	513	513		93	216	153	51									
Total			78,254		67,720	3,438	1,508	951	508	457	1,381	458	458	458	458	458	459
Expenses																	
Constable patrol	35,741	35,741	37,230	5% increase after February	9,084			9,382			9,382				9,382		
Entrance landscaping	7,320	6,385	6,385			581	581	581	581	581	580	580	580	580	580	580	580
Entrance maintenance	472	227	270			70	200										
Legal	3,932	9,711	4,611		388	724	70	370	2,570	70	70	70	70	70	70	70	70
Insurance - general liability	2,333	2,940	3,234	allow for 10% increase					3,234								
Insurance - directors & officers liability	2,150	2,150	2,150														
Accounting	5,519	5,275	5,398		405	459	463	410	410	410	410	410	410	410	410	410	575
Office supplies and postage	44	74	2,032	mostly for merger documents	1,317	715											
Newsletter delivery	775	1,100	820		140	60	60	60	60	60	60	60	60	60	60	60	60
Storage	612	612	894		67	67	76	76	76	76	76	76	76	76	76	76	76
Water	1,030	742	796		69	69	68	61	68	69	62	69	62	69	62	69	62
Electricity	612	557	466		51	40	41	41	40	40	36	34	32	34	32	34	46
Documentation	89		89			89											
Website	75		75			75											
Post office box	60	56	60												60		
Welcoming	13	24	24				24										
Architectural standards	30	4	10			10											
Total			64,545		11,521	2,958	1,583	13,132	7,039	1,306	10,676	1,299	1,290	10,977	1,297	1,469	
Net income			13,709		56,199	481	-75	-12,181	-6,531	-849	-9,295	-841	-832	-10,519	-839	-1,010	

	2014		2015
	Approved	Actual	
Income			
Directory support	3,875	3,875	3,575
Dues	1,300	1,420	1,420
Money-market-account interest	2	2	3
Total	5,177	5,297	4,998
Expenses			
Directory printing	1,536	1,595	1,695
Community events			3,000
Total	1,536	1,595	4,695
Net income	3,641	3,702	303

Maintenance Fund Report

As of 11:30 am on Monday, February 9, 2015 the Maintenance Fund has 15 outstanding accounts totaling about \$2800.00. Thirteen of the accounts are new for this year. Two are outstanding balances from the previous year.

As per our Fonn Villas Maintenance Fund timeline, past due notices were sent out in January, and a second past due notice was sent out in early February, although not by certified mail.

A late fee and interest were added to the second past due notice.

Within our Constable Patrol area we have had a quiet period, and as a matter of fact, our constables states it has been exceptional quiet. Let's hope the trend continues.

On our street, Attingham, a resident had a concern when on a recent Sunday various people were observed walking the street and only approaching some of the house. The Constable was contacted and it appeared to be Jehovah Witness members. Unfortunate, there is no ordinance prohibiting solicitation. When the Constable encounter solicitors, they general ask them to leave the neighborhood.

However, in neighborhoods close to ours, there has been a couple of burglaries of both residences and automobiles. In addition, two Aggravated Robberies, one a bank and one on the street.

Then of course the sad murder of three persons at Memorial City Apartments. Sadly it turned out to a domestic situation, but which of course eliminate a safety concern in the neighborhood.

TIRZ Meeting

TIRZ Board Meeting – January 27, 2015

1. Klotz study on “Feasibility Analysis Report for Additional Detention West of Gessner Road”
 - a. Looking at location near Gessner and Westview
 - b. Would require land purchase
 - c. Klotz says uneconomical
 - i. Only protects 50 homes
 - d. Several board members not happy with work done by Klotz and LAN regarding a post report review of study
 - e. Board set up sub-committee to meet with Klotz and LAN
2. Open discussion regarding agenda setting policy
 - a. Long tedious discussion about how to add items to agenda
 - b. Several board members not happy with Don Huml
 - c. This continued until after 10:00am; I had to leave.
3. Lumpkin Road
 - a. Phase 1 started
 - b. Project continues through January 2016
4. Interim Board meeting Tuesday, February 10th
 - a. One item is discussion of employee of TIRZ
 - i. Only 1 TIRZ employee – Don Huml
5. TIRZ17 Town Hall Meeting
 - a. March 10, 2015
 - b. 6:30-8:00pm, Memorial Middle School
 - c. Present CIP #T-1738A Memorial Drive Drainage & Mobility Improvement Project
 - d. Seeking community input on the proposed project’s lane configuration and other general comments.
 - e. Will be PowerPoint presentation outlining project’s scope and benefits
 - f. Informational stations will allow meeting participants to engage engineers and ask questions

Minutes of the Called Board Meeting
of the
Fonn Villas Civic Association

January 20, 2014

A called meeting of the Fonn Villas Civic Association was held on January 20, 2014 at Pines Presbyterian Church .

Present: Joe Bono III, Pat Clynes, Jim Egger, Will Frederking, David Robertson, Melinda Speight, Nete Sundt, David Valerius, Tonya Wright

The meeting began at 6:57 pm.

I. VOTE ON PROPOSED AMENDMENT TO ARCHITECTURAL GUIDELINES

- Proposed amendment
- 1.11 Any garage facing a side street except for the four properties on each cul-de-sac shall be at least 45 feet from the front line as measured to the garage door.
- 1.12 Any garage on a cul-de-sac shall be at least 30 feet from the front lot line as measured to the garage door.

Will Frederking moved that the amendment to the Architectural Guidelines be approved as read. David Robertson seconded the motion.

Discussion followed about the definition of a side street. Correspondence from residents Michael Olive, Arno Bommer, Daphne Muirhead, and Stefano Costantini was read and discussed.

The motion was amended to read:

- 1.11 Any garage except for the four properties on each cul-de-sac and any corner lots shall be at least 45 feet from the front lot line as measured to the garage door.
- 1.12 Any garage on a cul-de-sac shall be at least 30 feet from the front lot line as measured to the garage door.

Will Frederking moved that the amendment to the Architectural Guidelines be approved as read. David Valerius seconded the motion.

The motion carried with 8 yeas and one abstention.

David Robertson moved to adjourn the meeting. David Valerius seconded. Motion to adjourn passed unanimously.

Meeting was adjourned at 7:32 pm.