

**Minutes of the Regular Meeting of the  
Fonn Villas Civic Association**

**February 12, 2018**

**1. Call to Order**

- a. The regular monthly meeting of the Fonn Villas Civic Association was held on February 12, 2018 at the Pines Presbyterian Church.
- b. Board Members Present: Craig Muirhead, Toni Meason, Jim Gleaves, Nete Sundt, Stefano Costantini, Kyle Hill, Alisa Williams
- c. Board Members Absent: Jonathan Patrick
- d. Craig Muirhead called the meeting of the Association to order at 7:20 pm.

**2. Review and Approval of Minutes**

- a. Minutes of the December 11, 2017 Board Meeting and the January 22, 2018 Organizational Meeting are posted on the FVCA website.
- b. **Nete Sundt made a motion to approve the minutes. Alisa Williams seconded. The motion passed unanimously.**

**3. Treasurer's Report – Jim Gleaves**

- a. See attached report

**4. Architectural Standards Committee Report – Stefano Costantini**

- a. See attached report

**5. Executive Committee Reports**

- a. Community Facilities – Kyle Hill
  - i. Kyle reported that there are swimming pool issues and electrical. Sweetwater in charge of pool in March. Signs will be posted promoting new membership.
- b. Security – Jonathan Patrick (not present)
  - i. Jonathan reported by email that he will be meeting with Pat Clynes on transitioning into his role. Discussed having two people involved in handling checks. No significant crimes in Fonn Villas to report. He or Tonya Wright will be primary and secondary representatives to the Super Neighborhood and their intention to join at the February 26 meeting and they will vote at their March meeting.
- c. Memorial Super Neighborhood –Jonathan Patrick
  - i. No report

**6. Advisory Committee Reports**

- a. Community Facilities – Kyle Hill

- i. No additional report
- b. TIRZ 17 – David Tresch (not present)
  - i. No report
- c. Maintenance and Park – Kyle Hill
  - i. Kyle reported lights out in the park. Called for repair.
- d. Social – Alisa Williams
  - i. Easter Egg hunt planned for March 25. Adult only Fiesta Dinner being planned for April 20. Buy or renting bounce house was discussed. Renting food truck for parties as well as Kona ice truck. Cutting back movie night and putting events in two newsletters for more publicity was suggested.
- e. Directory –
  - i. No report
- f. Welcoming – Nete Sundt
  - i. No report
- g. Documentation – Nete Sundt
  - i. No report
- h. Newsletter – Lauri Gleaves
  - i. No report
- i. Citizen Patrol – Maurice Stadler (not present)
  - i. No report
- j. Website – Maurice Stadler (not present)
  - i. No report

7. **Business**

- a. Approve amount, if any, to transfer from checking account to Vanguard Fund-Jim Gleaves
  - i. Jim discussed transfer of funds to Vanguard Firm.
  - ii. **Jim Gleaves made a motion to move \$100,000. Nete Sundt seconded. The motion passed unanimously.**
- b. Approve budget-Jim Gleaves
  - i. See attached budget updated February 12, 2018

ii. **Jim Gleaves made a motion to approve the budget. Alisa Williams seconded. Motion passed unanimously.**

c. Discuss and approve swim club membership drive-Kyle Hill

i. Swim team membership drive was discussed. Sign for non-residents to join swim club will be posted. We can have 100 non-resident members. Signs need to be printed for events on Memorial Day, 4<sup>th</sup> of July, Labor Day.

**8. Adjourn**

a. Meeting adjourned at 8:15 pm.

Handwritten signature in blue ink, appearing to read "Joni Theason".

### Fonn Villas Civic Association

Balance Sheet

As of 01/31/18

Account	Description	Operating	Reserves	Other	Totals
<b>ASSETS</b>					
1002	Cash - Operating - Alliance	48,617.97			48,617.97
1003	Cash - Money Mkt - Alliance	201,834.02			201,834.02
1007	EE Bonds Issued July 1992	52,056.00			52,056.00
1008	EE Bonds Issued May 1993	39,852.00			39,852.00
1009	Cash - Vanguard Fund	102,041.37			102,041.37
1300	Due from (to) Swim Club	(143,746.99)			(143,746.99)
1350	Due from (to) Maintenance			143,746.99	143,746.99
	<b>TOTAL CASH &amp; INVESTMENTS</b>	300,654.37	.00	143,746.99	444,401.36
1800	Swim Club Asset Merger Value			182,703.00	182,703.00
1850	Swim Club Accumulated Deprec.			(100,329.00)	(100,329.00)
	<b>TOTAL OTHER ASSETS</b>	.00	.00	82,374.00	82,374.00
	<b>TOTAL ASSETS</b>	300,654.37	.00	226,120.99	526,775.36
<b>LIABILITIES &amp; EQUITY</b>					
<b>CURRENT LIABILITIES:</b>					
2105	Prepaid Newsletter Printing	(100.38)			(100.38)
2130	Construction Deposits	19,000.00			19,000.00
2200	Prepaid Assessments	1.00			1.00
	<b>Subtotal Current Liab.</b>	18,900.62	.00	.00	18,900.62
<b>RESERVES:</b>					
	<b>Subtotal Reserves</b>	.00	.00	.00	.00
<b>EQUITY:</b>					
3900	Maintenance Fund	202,252.12			202,252.12
3904	Special Events Fund	22,579.41			22,579.41
3906	Swim Club Fund			136,666.35	136,666.35
	Current Year Net Income/(Loss)	56,922.22	.00	89,454.64	146,376.86

**Fonn Villas Civic Association**

Balance Sheet

As of 01/31/18

Account	Description	Operating	Reserves	Other	Totals
	Subtotal Equity	281,753.75	.00	226,120.99	507,874.74
	TOTAL LIABILITIES & EQUITY	300,654.37	.00	226,120.99	526,775.36
		=====	=====	=====	=====

**Fonn Villas Civic Association**  
Income/Expense Statement

Period: 01/01/18 to 01/31/18

Account	Description	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance	Yearly Budget
<b>MAINTENANCE FUND REVENUE:</b>								
04001	Assessments - Maintenance Fu	68,156.00	68,000.00	156.00	68,156.00	68,000.00	156.00	70,714.00
04002	Interest from July 1992 Bonds	1,020.00	990.00	30.00	1,020.00	990.00	30.00	1,980.00
04003	Interest from May 1993 Bonds	132.00	132.00	.00	132.00	132.00	.00	1,524.00
04004	Vanguard Interest/Capital Gai	(373.63)	500.00	(873.63)	(373.63)	500.00	(873.63)	2,000.00
04005	Alliance Bank Interest	62.15	33.33	28.82	62.15	33.33	28.82	400.00
04010	Transfer Fees	120.00	66.67	53.33	120.00	66.67	53.33	800.00
04012	Refinance Fee	240.00	20.83	219.17	240.00	20.83	219.17	250.00
04013	Construction Application Fee	.00	.00	.00	.00	.00	.00	750.00
04015	HO Interest Income	.00	.00	.00	.00	.00	.00	50.00
04016	HO DR Certified Letter Fees	75.00	.00	75.00	75.00	.00	75.00	.00
04020	HO Late Fees	.00	.00	.00	.00	.00	.00	750.00
04100	Miscellaneous Income	50.00	.00	50.00	50.00	.00	50.00	.00
<b>Subtotal Maintenance Fund</b>		<b>69,481.52</b>	<b>69,742.83</b>	<b>(261.31)</b>	<b>69,481.52</b>	<b>69,742.83</b>	<b>(261.31)</b>	<b>79,218.00</b>
<b>SPECIAL EVENTS ACTIVITY</b>								
04510	Business Donations	.00	.00	.00	.00	.00	.00	3,475.00
04520	Dues Revenue	.00	.00	.00	.00	.00	.00	750.00
04590	Community Events	.00	.00	.00	.00	.00	.00	(2,350.00)
04600	Directory Printing Expense	.00	.00	.00	.00	.00	.00	(1,850.00)
<b>Special Events Income</b>		<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>25.00</b>
<b>TOTAL MAINTENANCE FUND</b>		<b>69,481.52</b>	<b>69,742.83</b>	<b>(261.31)</b>	<b>69,481.52</b>	<b>69,742.83</b>	<b>(261.31)</b>	<b>79,243.00</b>
<b>MAINTENANCE EXPENSES</b>								
05100	Constable Patrol	9,663.47	9,663.50	.03	9,663.47	9,663.50	.03	38,654.00
05150	Entrance Landscaping	516.75	458.33	(58.42)	516.75	458.33	(58.42)	5,500.00
05200	Entrance Maintenance	.00	375.00	375.00	.00	375.00	375.00	4,500.00
05250	Accounting & Admin	410.00	437.50	27.50	410.00	437.50	27.50	5,250.00
05275	DR Enforcement	1,444.52	750.00	(694.52)	1,444.52	750.00	(694.52)	9,000.00

**Fonn Villas Civic Association**  
Income/Expense Statement

Period: 01/01/18 to 01/31/18

05300	Insurance - D&O Policy	.00	.00	.00	.00	.00	.00	3,100.00
05450	Insurance - Crime	.00	.00	.00	.00	.00	.00	600.00
05500	Legal	349.50	350.00	.50	349.50	350.00	.50	1,000.00
05550	Water	139.58	100.00	(39.58)	139.58	100.00	(39.58)	1,200.00
05600	Newsletter Delivery	.00	61.67	61.67	.00	61.67	61.67	740.00
05650	Electricity	28.90	33.33	4.43	28.90	33.33	4.43	400.00
05720	Website	.00	.00	.00	.00	.00	.00	162.00
05750	Post Office Box	.00	.00	.00	.00	.00	.00	280.00

Account		Variance	Actual	Budget	Variance	Current Period	Year-To-Date Description	Actual	Budget	Yearly Budget
05800	Office Supplies & Postage	6.58	83.33	76.75	6.58	83.33	76.75	83.33	76.75	1,000.00
05850	Architectural Standards	.00	270.83	270.83	.00	270.83	270.83	270.83	270.83	3,250.00
TOTAL MAINTENANCE EXPE			12,559.30	12,583.49	24.19	12,559.30	12,583.49	24.19		74,636.00
TOTAL MAINT SURPLUS/(DE			56,922.22	57,159.34	(237.12)	56,922.22	57,159.34	(237.12)		4,607.00

FACILITIES/POOL REVENUE

08100	Facilities Assessment-Full	83,561.49	83,000.00	561.49	83,561.49	83,000.00	561.49	88,875.00	
08150	Facilities Assessment-Senior	9,199.64	9,000.00	199.64	9,199.64	9,000.00	199.64	9,800.00	
08160	Facilities Assessment-Adj Sr.	5,000.00	3,250.00	1,750.00	5,000.00	3,250.00	1,750.00	3,250.00	
08175	Pool Memberships - Non Memb	.00	.00	.00	.00	.00	.00	35,000.00	
08200	Swim Team Dues	.00	.00	.00	.00	.00	.00	11,500.00	
08250	Facilities Rentals	.00	.00	.00	.00	.00	.00	750.00	
08300	Facility/Swim Concessions	.00	.00	.00	.00	.00	.00	250.00	
08350	Facility/Swim Sponsorships	.00	.00	.00	.00	.00	.00	4,500.00	
08400	Facilities Other Revenue	.00	.00	.00	.00	.00	.00	500.00	
TOTAL FACILITIES/POOL RE			97,761.13	95,250.00	2,511.13	97,761.13	95,250.00	2,511.13	154,425.00

FACILITIES/POOL EXPENSES

09100	Accounting & Admin	410.00	437.50	27.50	410.00	437.50	27.50	5,250.00
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# Fonn Villas Civic Association

## Income/Expense Statement Period: 01/01/18 to 01/31/18

Account	Variance	Actual	Budget	Variance	Description	Actual	Budget	Yearly Budget
09175 Printing & Postage	.00		62.50	62.50		62.50	62.50	750.00
09250 Swim Team Expenses	.00		.00	.00		.00	.00	16,000.00
09300 Pool Maintenance Contract	.00		.00	.00		.00	.00	60,000.00
09325 Pool/Facilities Supplies	.00		.00	.00		.00	.00	2,500.00
09350 Pool/Facilities Repairs	4,994.82		5,000.00	5.18	4,994.82	5,000.00	5.18	10,000.00
09400 Facilities Landscape Maintena	958.25		1,000.00	41.75	958.25	1,000.00	41.75	12,000.00
09410 Facilities/Pool Liab Insuranc	.00		.00	.00		.00	.00	12,250.00
09425 Facilities/Pool Property Tax	.00		.00	.00		.00	.00	6.00
09450 Facilities/Pool Electricity	527.90		500.00	(27.90)	527.90	500.00	(27.90)	9,500.00
09475 Facilities/Pool WIFI/Phone	159.94		145.83	(14.11)	159.94	145.83	(14.11)	1,750.00
09500 Facilities/Pool Water	765.58		500.00	(265.58)	765.58	500.00	(265.58)	10,000.00
09510 Facilities Improvements	.00		.00	.00		.00	.00	7,500.00
09520 Facilities Website	.00		.00	.00		.00	.00	1,000.00
09525 Facilities/Pool Other Expense	490.00		750.00	260.00	490.00	750.00	260.00	6,500.00
					Current Period			
					Year-To-Date			
<b>TOTAL FACILITIES/POOL EXP</b>		8,306.49	8,395.83	89.34	8,306.49	8,395.83	89.34	155,006.00
<b>FACILITIES/POOL SURPLUS/</b>		89,454.64	86,854.17	2,600.47	89,454.64	86,854.17	2,600.47	(581.00)
<b>TOTAL SURPLUS/(DEFICIT)</b>		146,376.86	144,013.51	2,363.35	146,376.86	144,013.51	2,363.35	4,026.00



Forn Villas Civic Association  
2018 Budget - FINAL  
Updated: February 12, 2018

	2013	2014	2015	2016	2017	2018	2018
# of Homes	348	348	348	348	348	348	348
Assessment Rate/Sq Ft	0.022	0.022	0.022	0.020	0.020	0.020	0.022
Average Assessment/Home	\$ 203	\$ 203	\$ 203	\$ 185	\$ 185	\$ 185	\$ 203
Total Sq Ft							3,214,272
	Actual	Actual	Actual	Actual	Projected	Budget	FINAL Budget
5750 Post Office Boxes	54	56	272	276	280	280	280
5800 Office Supplies & Postage	6	74	2,384	968	944	1,000	1,000
5825 Meeting Expenses	-	-	-	-	300	-	-
5850 Architectural Standards	-	4	-	3,475	3,225	3,000	3,250
Total Maintenance Expenses	\$ 61,030	\$ 65,598	\$ 60,801	\$ 63,396	\$ 71,985	\$ 64,293	\$ 74,536
<b>I. TOTAL MAINTENANCE SURPLUS/(DEFICIT)</b>	<b>\$ 17,873</b>	<b>\$ 16,674</b>	<b>\$ 17,006</b>	<b>\$ 13,761</b>	<b>\$ 1,909</b>	<b>\$ 9,797</b>	<b>\$ 4,607</b>
# of Adjusted Senior Rate Charged					13	3	13
# of Senior Rate Facilities Charged					98	100	98
# of Full Rate Facilities Charged					237	245	237
\$ Facilities Adjusted Sr. Rate					\$ 250	\$ 250	\$ 250
\$ Facilities Senior Rate					\$ 100	\$ 100	\$ 100
\$ Facilities Full Rate					\$ 375	\$ 375	\$ 375
<b>II. Facilities/Pool Revenue</b>							
8100: Facilities Assessment - Full	Data not provided	\$ 92,225	\$ 92,124	\$ 88,125	\$ 91,875	\$ 88,875	\$ 88,875
8150: Facilities Assessment - Senior		9,300	9,995	9,999	10,000	9,800	9,800
8160: Facilities Assessment - Adj Sr.		-	750	3,250	750	3,250	3,250
8175: Non Member Pool Memberships		49,715	35,237	26,113	37,500	35,000	35,000
8200: Swim Team Dues		16,561	10,589	9,902	12,950	11,500	11,500
8250: Swim Team Rentals		2,573	1,147	540	1,000	750	750
8300: Facilities/Swim Concessions		621	50	-	600	250	250
8350: Facility/Swim Donations/Sponsors		5,000	5,300	4,300	6,000	4,500	4,500
8400: Facilities Other Revenue		3,199	775	140	1,000	500	500
Total Facilities/Pool Revenue		\$ 179,194	\$ 155,967	\$ 142,368	\$ 161,675	\$ 154,425	\$ 154,425
<b>Facilities/Pool Expenses</b>							
9100: Accounting & Admin		\$ 3,770	\$ 667	\$ 5,170	\$ 5,420	\$ 4,920	\$ 5,250
9150: Legal & Professional Fees			657		636		750
9175: Printing & Postage			616				750
9225: Membership Expense			15,059	20,738	16,742	19,600	18,000
9250: Swim Team Expense			2,374	791	-	-	-
9275: Pool Salt System Contract			43,576	48,797	48,308	50,000	60,000
9300: Pool Maintenance Contract			-	862	3,783	1,750	2,500
9325: Pool/Facilities Supplies			14,097	28,979	8,002	25,000	10,000
9350: Pool/Facilities Repairs							







Fo n Villas Civic Association											
2018 Budget - FINAL											
Updated: February 12, 2018											
	# of Homes	348	348	348	348	348	348	348	348	348	348
	Assessment Rate/Sq Ft	0.022	0.022	0.022	0.020	0.020	0.020	0.020	0.020	0.022	0.022
	Average Assessment/Home	\$ 203	\$ 203	\$ 203	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 203	203
	Total Sq Ft									3,214,272	FINAL
											Budget
		2013	2014	2015	2016	2017	2017	2017	2018		2018
9400	Facilities Landscape Maintenance			4,671	8,495	10,397	10,000	12,000			12,000
9408	Swim Team Benches				3,507						
9410	Facilities/Pool Insurance			5,571	9,686	9,529	10,250	12,250			12,250
9425	Facilities/Pool Property Taxes			4,609	10,147	(403)	5,500	6			6
9450	Facilities/Pool Electricity			7,864	9,497	8,567	9,500	9,500			9,500
9475	Facilities/Pool Wi-Fi/Phone			809	1,388	1,602	1,250	1,750			1,750
9500	Facilities/Pool Water			5,807	6,895	12,548	6,250	10,000			10,000
9510	Facilities Improvements				3,568	5,175	7,500	7,500			7,500
9520	Website				499	449	2,500	1,000			1,000
9525	Facilities/Pool Other Expenses			2,888	8,230	6,468	6,500	6,500			6,500

Total Facilities/Pool Expenses	\$ 113,032	\$ 167,574	\$ 137,224	\$ 161,270	\$ 157,006
II. TOTAL FACILITIES/POOL SURPLUS/(DEFICIT)	\$ 66,162	\$ (11,607)	\$ 5,144	\$ 405	\$ (2,581)
III. COMBINED F/YCA TOTAL SURPLUS/(DEFICIT)	\$ 83,168	\$ 2,154	\$ 7,053	\$ 10,202	\$ 2,026

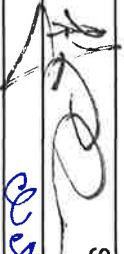




**FONN VILLAS CIVIC  
ASSOCIATION**

**BOARD OF DIRECTORS**

DATE: 2-19-2018

Officers	Name	Position	Signature	Telephone
President	Craig Muirhead	1		832-746-8281
Vice President	Vacant	6		
Treasurer	Jim Gleaves	3		713-346-1337
Member	Jonathan Patrick	8		
Member	Vacant	2		
Member	Kyle Hill	5		713-899-3054
Sergeant-at-Arms	Nete Sundt	4		713-467-1795
Member/Secretary	Toni Meason	7		713-816-1846
Member	Alisa Williams	9		713-428-8869
Parliamentarian	Vacant	N/A		

**COMMITTEE CHAIRS**

Committee	Name	Signature	Telephone
Architectural Standards	Stefano Costantini		713-818-9393
Documentation	Nete Sundt		713-467-1795
Citizen Patrol	Maurice Stadler		713-468-5369
Directory	Sarah Valerius / Nete Sundt		713-461-2868
Parks, Maintenance & Entrances	Kyle Hill		713-899-3054
Newsletter	Lauri Gleaves		713-291-3380
Security	Jonathan Patrick		
Social Committee	Aisa Williams		
Memorial City TIRZ Liaison	David Tresch		713-465-4097
Super Neighborhood Rep.	Jonathan Patrick		
Welcoming	Nete Sundt		713-467-1795
Webmaster	Maurice Stadler		713-468-5369