WESTCHESTER OWNERS COMMITTEE BOARD OF TRUSTEES MEETING

DATE: Tuesday, July 19, 2022

TIME: 6:00 PM

PLACE: Westchester Pool Pavilion

14703 Chadbourne Drive Houston, TX 77079

AGENDA

This is a notice to all property owners of the Westchester Owners Committee that a Board of Trustees meeting is scheduled to review and discuss the following topics and conduct the following business:

- 1. Call to Order and Adoption of Agenda
- 2. Homeowner Forum
- 3. Financial Report
 - a. June 30, 2022
- 4. Trustee Reports
 - a. Community Relations
 - b. Pool and Tennis
 - c. Maintenance
 - d. Trash and Pest Control
 - e. Patrol
 - f. RAP Newsletter
- 5. New Business
 - a. Contracts and Proposals
 - i. Trash Contract
 - ii. Other
 - b. Vote to End 5 Proposals from Special Meeting November 9, 2021
 - c. Ratifications of Decisions Made Between Board Meetings
 - d. Collection and Deed Restriction Enforcement Actions
 - e. Other Business
- 6. Executive Session
 - a. Trustee Update on Legal Matters
 - b. Collection Report
 - c. Deed Restriction & Enforcement Action Report
- 7. Next Meeting Date August 16, 2022
- 8. Adjournment

WESTCHESTER OWNERS COMMITTEE Balance Sheet

June 30, 2022

Assets:		
Cash		
CIT - Operating - 0.05% CIT - ICS Sweep - 0.15% Due From Reserve	\$ 66,801.15 117,690.26 35,404.38	
Total Cash	 	\$ 219,895.79
Reserve Funds		
CIT - Non-Cap Reserve - 0.15% Due To Operating	145,492.53 (35,404.38)	
Total Reserve Funds	 	110,088.15
Assessment Receivables		
2021 Assessments 2022 Assessments Interest on Unpaid Assessment Collection Fees Legal Fees	753.22 7,516.00 679.09 738.22 3,140.98	
Total Assessment Receivables	 	12,827.51
Other Assets		
Prepaid Insurance	10,641.68	
Total Other Assets	 	10,641.68
Total Assets		\$ 353,453.13

WESTCHESTER OWNERS COMMITTEE Balance Sheet

June 30, 2022

Liabilities:		
Accounts Payable Prepaid Assessments Deferred Assessments	\$ 20,724.89 3,719.51 150,609.00	
Total Liabilities	_	\$ 175,053.40
Equity:		
Reserve Funds		
Non-Cap Reserve Fund Non-Cap Reserve Fund Interest Pool Area Improvements	119,578.49 108.18 (9,598.52)	
Total Reserve Funds	 	110,088.15
Members Equity		
Members Equity Current Year Surplus (Deficit)	64,018.88 4,292.70	
Total Members Equity	 _	68,311.58
Total Liabilities and Equity		\$ 353,453.13

WESTCHESTER OWNERS COMMITTEE STATEMENT OF REVENUES & EXPENSES For 6 Months Ended June 30, 2022

	JUN ACTUAL	JUN BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
OPERATING REVENUE:								
Current Year Maintenance Fees	25,102	25,108	6	150,609	150,645	36	301,291	150,682
Uncollected Assessments		(251)	(251)	,	(1,506)	(1,506)	(3,013)	(3,013)
Interest on Unpaid Assessments	58	58		810	350	(460)	700	(110)
Bank Interest Income	17	13	(4)	105	75	(30)	150	45
Advertising		33	33	88	200	112	400	312
Trash Reimbursement	6,594	2,196	(4,398)	13,182	13,176	(6)	26,352	13,170
Security Reimbursement		2,140	2,140	2,140	4,280	2,140	8,560	6,420
TOTAL OPERATING REVENUE	31,771	29,297	(2,474)	166,934	167,220	286	334,440	167,506
SWIM/TENNIS REVENUE:			·					
Swim & Tennis User/Sponsor	6,305		(6,305)	6,305		(6,305)	15,000	8,695
TOTAL SWIM/TENNIS REVENUE	6,305		(6,305)	6,305		(6,305)	15,000	8,695
TOTAL REVENUE	38,076	29,297	(8,779)	173,239	167,220	(6,019)	349,440	176,201
EXPENSES:								
ADMINISTRATIVE								
Administrative Contract	1,000	1,000		6,000	6,000		12,000	6,000
Administrative - Other		4	4		25	25	50	50
Office Supplies				25	25		50	25
Copies & Printing	12	42	30	358	250	(108)	500	142
Postage	30	75	45	311	450	139	900	589
Community Mailouts							200	200
Meetings				237	50	(187)	100	(137)
Administrative Notices							1,464	1,464
Deed Restriction Expenses		42	42		250	250	500	500
Record Storage	35	35		210	210		420	210

WESTCHESTER OWNERS COMMITTEE STATEMENT OF REVENUES & EXPENSES For 6 Months Ended June 30, 2022

PROFESSIONAL SERVICES	
Legal - Corporate 208 208 424 1,250 826 2,500	2,076
Legal - Collections 503 292 (211) 4,618 1,750 (2,868) 3,500 Legal Coll - Billed to Owners (503) (146) 357 (4,618) (875) 3,743 (1,750)	(1,118) 2,868
Legal - Deed Restrictions 21 21 125 125 250	250
Legal DR - Billed to Owners (10) (10) (62) (62) (125) Audit/Professional Services 1,100	(125) 1,100
TOTAL PROFESSIONAL SERVICES 365 365 424 2,188 1,764 5,475	5,051
GROUNDS MAINTENANCE	
	6 , 500
Landscape Extras 250 250 3,500 1,500 (2,000) 3,000	(500)
Irrigation Repairs 125 125 560 750 190 1,500	940
Perimeter Fence Repairs 2,850 (2,850)	(2,850)
Pest Control Services 583 500 (83) 835 1,000 165 2,000	1,165
Repairs and Maintenance 42 42 250 250 500	500
TOTAL GROUNDS MAINTENANCE 1,666 2,000 334 14,245 10,000 (4,245) 20,000	5,755
FACILITIES - POOL	
Pool Contract 11,125 6,550 (4,575) 19,875 22,500 2,625 45,000	25,125
Extra Services 208 208 3,650 1,250 (2,400) 2,500	(1,150)
Permits & Memberships 250 250 250 250 250	250
Supplies/Pool Tags 43 417 374 620 2,500 1,880 5,000	4,380
Repairs & Maint - Swim 530 1,250 720 7,483 7,500 17 15,000	7,517
Restroom Cleaning/Repair 2,381 (2,381)	(2,381)
Telephone 124 100 (24) 745 600 (145) 1,200 Pool Wi-Fi 65 71 6 387 425 38 850	455 463
Furniture & Fixtures 167 167 1,000 1,000 2,000	2,000
101 101 1,000 1,000 2,000	2,000
TOTAL FACILITIES - POOL 11,887 9,013 (2,874) 35,141 36,025 884 71,800	36,659

WESTCHESTER OWNERS COMMITTEE STATEMENT OF REVENUES & EXPENSES For 6 Months Ended June 30, 2022

	JUN ACTUAL	JUN BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
FACILITIES - TENNIS								
Equipment - Tennis		42	42		250	250	500	500
Repairs & Maint - Tennis	520	125	(395)	520	750	230	1,500	980
TOTAL FACILITIES - TENNIS	520	167	(353)	520	1,000	480	2,000	1,480
UTILITIES & SERVICES								
Electricity - General	534	542	8	3,175	3,250	75	6,500	3,325
Water - General	1,469	708	(761)	3,312	4,250	938	8,500	5,188
Trash & Recycling Services	8,826	7,708	(1,118)	50,950	46,250	(4,700)	92,501	41,551
Constable Service Fees	7,083	7,245	162	42,493	43,470	977	86,942	44,449
TOTAL UTILITIES & SERVICES	17,912	16,203	(1,709)	99,930	97,220	(2,710)	194,443	94,513
OTHER								
 Property Taxes							25	25
Insurance	1,774	1,268	(506)	10,642	7,608	(3,034)	15,216	4,574
Bank Fees	-,	13	13	,	13	13	25	25
RAP Newsletter		250	250		1,500	1,500	3,000	3,000
Community Events							500	500
National Night Out							300	300
Website Fees	71	50	(21)	359	300	(59)	600	241
Miscellaneous		6	6		38	38	75	75
Bad Debts		42	42	546	250	(296)	500	(46)
Capital Reserve Contributions							19 , 297	19,297
TOTAL OTHER	1,845	1,629	(216)	11,547	9,709	(1,838)	39,538	27,991
TOTAL EXPENSES	34,907	30,575	(4,332)	168,948	163,402	(5,546)	349,440	180,492
SURPLUS (DEFICIT)	3,169	(1,278)	(4,447)	4,291	3,818	(473)		(4,291)
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June/July 2022 Security Update

Property Found/Lost

6/20/22 – 14700 Carolcrest

Suspicious Vehicle

6/8/22 – 14600 Kellywood

6/26/22- 14700 Chadbourne/Pinesap

Traffic Stop

6/2/22 - 14600 Bramblewood

6/13/22 - 14600 Carolcrest

Traffic Initiative

6/30/22 - 14600 Oak Bend

Illegally Parked Vehicle

6/15/22 – 14700 Chadbourne

Incident Report

6/25/22 - 600 Pinesap

Road Rage

6/4/22 – 14700 Broadgreen

Solicitors

6/9/22 – 300 Greenbelt