

**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

A G E N D A

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%	\$	66,801.15	
CIT - ICS Sweep - 0.15%		117,690.26	
Due From Reserve		35,404.38	
Total Cash	\$		219,895.79

Reserve Funds

CIT - Non-Cap Reserve - 0.15%		145,492.53	
Due To Operating		(35,404.38)	
Total Reserve Funds			110,088.15

Assessment Receivables

2021 Assessments		753.22	
2022 Assessments		7,516.00	
Interest on Unpaid Assessment		679.09	
Collection Fees		738.22	
Legal Fees		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	\$ 20,724.89	
Prepaid Assessments	3,719.51	
Deferred Assessments	150,609.00	
Total Liabilities		\$ 175,053.40

Equity:

Reserve Funds		

Non-Cap Reserve Fund	119,578.49	
Non-Cap Reserve Fund Interest	108.18	
Pool Area Improvements	(9,598.52)	
Total Reserve Funds		110,088.15
Members Equity		

Members Equity	64,018.88	
Current Year Surplus (Deficit)	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
TOTAL ADMINISTRATIVE	1,077	1,198	121	7,141	7,260	119	16,184	9,043

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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	<u>520</u>	<u>167</u>	<u>(353)</u>	<u>520</u>	<u>1,000</u>	<u>480</u>	<u>2,000</u>	<u>1,480</u>
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	<u>17,912</u>	<u>16,203</u>	<u>(1,709)</u>	<u>99,930</u>	<u>97,220</u>	<u>(2,710)</u>	<u>194,443</u>	<u>94,513</u>
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	<u>1,845</u>	<u>1,629</u>	<u>(216)</u>	<u>11,547</u>	<u>9,709</u>	<u>(1,838)</u>	<u>39,538</u>	<u>27,991</u>
TOTAL EXPENSES	<u>34,907</u>	<u>30,575</u>	<u>(4,332)</u>	<u>168,948</u>	<u>163,402</u>	<u>(5,546)</u>	<u>349,440</u>	<u>180,492</u>
SURPLUS (DEFICIT)	<u>3,169</u>	<u>(1,278)</u>	<u>(4,447)</u>	<u>4,291</u>	<u>3,818</u>	<u>(473)</u>	<u>=====</u>	<u>(4,291)</u>

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