

# Kempwood Villa Townhouses Association

## BOD Monthly meeting, 12 November 2019

Location of Meeting: 9541 Clanton Street, Houston, Texas

Meeting called to order by Meribeth Shea at 7:02 PM

### Current Board of Directors

Name	Unit	BOD Position	Present
Meribeth Shea	9527	BOD Vice President	Present
Megan Carpenter	9541	BOD Treasurer	Present
Lewis Balentine	9521	BOD Secretary	Present
Angela Stamps	9515	BOD Member	Present
Jack Gott	9530	BOD Member	Present
Lyndsay Sweeney	9534	BOD Member	Previous Engagement
Douglas Herrera	9505	BOD Member	Absent
Jhonny Toralva	9506	BOD Member	Present
Julio C. Murillo	9538	BOD Member	Present

A majority (5) of members needs to be present to form a quorum. 7

### Minutes of the HOA Annual Meeting and Special Assessment Meeting, 24 Oct 2019:

accepted as read

#### Treasurer's Report:

accepted as read

#### Elections of Officers:

Positions required by Bylaws (ARTICLE XI): President, Vice-President, Secretary, Treasurer

Nominations: President = Meribeth Shea, Vice President = Angela Stamps,

Secretary = Lewis Balentine, Treasurer = Megan Carpenter

As the number of nominations was equal to the number of positions to be filled it was moved to elect the slate of nominees by acclamation. The measure was seconded and passed without opposition.

#### Appointment of Committees:

Committees required by Bylaws (ARTICLE IX): Architectural Control, Nominating

A motion was made that all BOD Committees be made up of the members of the BOD.

The measure was seconded and passed without opposition.

#### Old Business:

Roof Replacements: Special assessment meeting 2 December 2019

There was a short discussion of the upcoming meeting. It was decided to send an email announcement on Friday, 22 November 2019.

#### Budget 2020:

A proposed budget for the year 2020 was presented by Lewis Balentine. The draft budget includes provisions for the 2020 special assessment. No action can be taken until after the 2 December 2019 meeting.

#### New Business:

November Mail-out Compensation: Lewis Balentine, unit 9521, \$34.70

A list of expenses was presented. Compensation was passed without opposition.

#### Building Foundations:

A short discussion was held about the building foundations. The local geological and climate tend to lead the earth supporting the building slabs to move. Repair of the foundation of any given unit requires repairing the foundation for all attached units. Such repairs are financially impractical for the HOA and may have only temporary results.

**Next Meeting:** 2 December 2019 immediately following the Special assessment meeting

**Adjourn:** 7:39 PM

# KVTA Balance Sheet

	Date	<b>11/12/2019</b>
<b>Liquid Assets:</b>		
	Cash On Hand	65.91
	Bank Account	102,470.30
	For Deposit	1,536.00
	Total	<b>104,072.21</b>
<b>Reserves:</b>		
	Emergency Reserve	25,000.00
	1/2 Yearly Budget	11,558.00
	Discretionary Spending for Major Projects	34,443.00
	Total	<b>71,001.00</b>
	Available	<b>33,071.21</b>
<b>Assets and Liabilities</b>		
	HOA Fees Ahead	2416.61
	HOA Fees Arrears	-3020.75
<b>Committed Contracts:</b>		
<b>Monthly Income:</b>		
	HOA fee from 33 units (\$87.50 each)	2,887.50
<b>Monthly Liabilities:</b>		
	Primavera Landscaping	450.00
	Houston Water Dept ( <i>estimated</i> )	300.00
<b>Annual Liabilities:</b>		
	Post Office Box ( <i>September</i> )	118.00
	Web Site ( <i>December</i> )	110.00
	Electricity for Common Area Lights ( <i>January</i> )	255.00
	Insurance ( <i>February</i> )	1,750.00

**DRAFT COPY: Proposed KVTA HOA Budget for the year beginning 1 January 2020****Note:** The KVTA fiscal Year begins on 1 January and ends on 31 December

<b>Description</b>	<b>Month Due</b>	<b>Estimate</b>
Insurance, General Liability and Directors and Officers Bond	February	1,750
USPS Post Office Box, Yearly Rental	September	118
Yearly Electrical compensation, Sprinkler and Lights	February	255
Web Site Yearly Registration and ISP Fee	December	110
Monthly Landscaping (\$450 per Month)	monthly	5,400
City of Houston Water (\$300 per month)	monthly	3,600
Additional Landscaping Expenses (Trimming)	as required	4,500
Maintenance and Repairs Contingency	as required	4,500
Miscellaneous Expenses	as required	500
Replace All Roofs	February ??	90,000
<b>Total</b>		<b>110,733</b>
Total Yearly Income (33 x 12 x \$88.90 per month)		33,660
Special Assessment for year 2020 (33*504)		16,632
<b>Delta for Year 2020</b>		<b>-60,441</b>
Emergency Contingency Reserve (reduced from \$25,000)		<b>20,000</b>
<b>Major Projects:</b>		
Paving (actual cost in 2017)	2020	35,000
Roofing (2020)	1996-2006	90,000
Painting (\$2000 per unit)	2022 ??	66,000

The proposed budget for the KVTA HOA for the year beginning 1 January 2020 is based on past years expenses and assumes that there are NO increases in those expenses. It also assumes that each owner pays there HOA monthly maintenance fee as well as the 2020 special assessment fee on time. That is rarely the case however we expect the 'overs' and 'unders' to be somewhat balanced.

The major expense for this year is the replacement of all roofs for the complex. The projected date is February of 2020 but note that might occur in a different month.

**Final Details for Order #111-6495346-0647461**[Print this page for your records.](#)**Order Placed:** November 3, 2019**Amazon.com order number:** 111-6495346-0647461**Order Total: \$11.41****Shipped on November 4, 2019****Items Ordered**1 of: Avery Address Labels with Sure Feed for Inkjet Printers, 1" x 4", 500 Labels,  
Permanent Adhesive (8161), White

Sold by: Amazon.com Services, Inc

Condition: New

**Price**

\$10.54

**Shipping Address:**Lewis Balentine  
9521 Clanton Street  
Houston, TX 77080  
United States**Shipping Speed:**

One-Day Shipping

**Payment information****Payment Method:**

Bank Account | Last 2 digits: 15

Item(s) Subtotal: \$10.54

Shipping &amp; Handling: \$0.00

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Total before tax: \$10.54

Estimated tax to be collected: \$0.87

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**Billing address**Lewis Balentine  
9521 Clanton Street  
Houston, TX 77080  
United States**Grand Total: \$11.41**To view the status of your order, return to [Order Summary](#).[Conditions of Use](#) | [Privacy Notice](#) © 1996-2019, Amazon.com, Inc. or its affiliates

JAMES GRIFFITH  
9320 EMNORA LN  
HOUSTON, TX 77080-9998  
480182-0037  
(800)275-8777  
11/04/2019 02:27 PM

Product	Qty	Unit Price	Price
US Flag Bklt/20	1	\$11.00	\$11.00
HolidayWreathsBk	1	\$11.00	\$11.00
Total:			\$22.00
Cash			\$22.00

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The First Class Mail Letter (1 oz.) rate for postage purchased at the Post Office: \$0.55  
Each additional ounce for a First Class Mail letter will cost: \$0.15  
One envelope, 4 letter size sheets (20# bond) and two mailing labels is 0.91 ounces  
Addition ounce = 6 letter size sheets (20# bond)

## officeWorks #10 Security Envelopes - White - 45 Count

45 count UPC: 0004122608716



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\$2.29

- 4.12 x 9.5 inch each
- Strip and seal
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Model: 6110325