

Summary of Activities During 2017

The annual meeting this year will be held November 16, 2017 from 7 to 9 PM in room E222 of John Wesley United Methodist Church at 5830 Bermuda Dunes, Houston, TX 77069. There is a large parking lot on the north side of the church. About halfway into the parking lot is an entrance including the words Wesley Activity Center. After entering walk to the left down the hallway. About half the length of the hallway there is an elevator and stairs which will be on the right side of the hallway. Take one of these to the second floor and turn left for a short distance to a hallway on the right side. Room E222 has two entrances and both are labeled. There will be a table set up inside the door which is farthest east to sign in for the meeting.

This year began, as nearly all years do, with residual problems from 2016. One area of concern for the Board was that 2 homeowners had not paid the WOWCA dues and had not arranged for a payment plan. The impact of a non-payment by a homeowner is more than just the loss of the income as there are legal expenses that are required to attempt recovery of the lost income to the WOWCA. Unfortunately, there is now an additional homeowner that has not paid for 2017 bringing the total who have not paid to 3 homeowners for 2017. The Board believes that the collection of unpaid dues is a fiduciary responsibility and should be pursued diligently.

Around the middle of the year there was contact made with a foundation repair company to restore the perimeter fence along Mittlestedt on the Southwest end. This proposal utilized sound engineering principles to adjust the walls for the leaning which is evident and to support the fence so that additional future leaning might be eliminated. This approach was more appealing to the Board than rebuilding the fence after tearing the old fence down and also resulted in reduced cost. The Board requested additional information on insurance coverage. During the period when this additional insurance information was being provided, the original proposal and quotation information expired. Unfortunately, because of work due to Hurricane Harvey, this quotation has not been renewed and it has been not been possible to obtain any new bids for completing this repair. The Board continues to look at repair of this section of the wall. At a past meeting, homeowners have approved an amount which can be spent on this maintenance.

The trash collection service was changed at the first of 2017 and resulted in considerable savings in the annual budget. This allowed the annual dues to remain the same for 2017 with no loss of service. Services provided to the WOWCA account for about 67% of the budget, but it is difficult or impossible to find reductions in service cost without a reduction in the quality of the service. The Table below gives a breakdown of where the WOWCA expenses go.

On a more positive note, the Community Club continues to function and there are numerous WOWCA activities which promote neighborhood involvement. The Yard of the Month and National Night Out are 2 examples of visible impacts this group has generated.

There was a petition submitted by 10 homeowners of the WOWCA for an election of ACC members. The Board has arranged for the ACC election to be held concurrently with the annual meeting. The ballot for ACC membership is included.

The Board collected information from the company which applies the mosquito fogging chemicals and from Harris County and determined that the fogging was applied according to manufacturer's specifications and has a high probability of effectiveness for the WOWCA geographical area.

The Board has approved a budget for 2018 and this budget is included in this mailing. It can be noted that the Board has recommended an increase in budgeted legal fees as it is anticipated that there will continue to be delinquencies in homeowner payments. There are notes on the right hand side of the budget to assist in understanding where other projected expenses have been changed.

Breakdown of 2018 Expense Budget

Category	\$	%
Trash Collection	28,033	41.6%
Electricity	7,764	11.5%
Landscaping and Grounds Keeping	6,603	9.8%
Mosquito Fogging	1,967	2.9%
Water	1,000	1.5%
Total Services	45,367	67.4%
Insurance	5,058	7.5%
Technology	3,270	4.9%
HOA Governance Matters	3,000	4.5%
Collection Related	2,029	3.0%
Deed Restriction Enforcement	2,000	3.0%
Total Legal Fees	7,029	10.4%
2016 Review + QuickBooks	3,384	5.0%
Operating (ex Technology)	1,737	2.6%
Replacement of dead shrubs	1,500	2.2%
Total	67,345	100.0%

<=== Over 2/3 of budget is Services

2018 WOWCA Annual Budget

	\$ Actual 1/1 - 9/30	\$ Est 4 Qtr	2017 \$ Act/Est	2017 Budget	Over / (Under)	2018 Budget	2018 Budget side notes
MAINTENANCE FEE PER LOT						\$500 / Lot	\$525 / Lot
NET INCOME (LOSS)	27,764	(14,416)	13,348	2,518	10,830	(2)	At \$525/lot budgeted expenses are covered
REVENUE	69,653	891	70,544	63,784	6,760	67,342	
Income in General:	69,653	891	70,544	63,784	6,760	67,342	
Current Maintenance Fees	63,500		63,500	63,500	0	66,675	127 houses at \$525 each
Uncollected Current Maintenance Fees	(1,125)	125	(1,000)	(2,000)	1,000	(1,575)	Assumes the three accounts with liens don't pay 2018 Maint. Fees
Prior years Maintenance Fees paid	1,106	0	1,106	0	1,106	0	None expected (three lienied accounts continue)
Homeowner Transfer Fees	1,200	200	1,400	1,400	0	1,400	Same as 2017 budget
Resale Certificate Fees	0	0	0	0	0	0	Seldom requested
Attorney Collection Fees (Recovered fees)	2,500	342	2,842	0	2,842	0	None expected (three lienied accounts continue)
Late Fees	2,334	25	2,359	800	1,559	800	Same as 2017 budget, 2017 includes 2 lien settlements
Interest Income	38	199	237	84	153	42	Based on current \$3.50/month
Unapplied Cash Payment income	100	0	100	0	100	0	Not expected
EXPENDITURE	41,889	15,307	57,196	61,266	(4,070)	67,344	
Operating Expense in Generally:	720	612	1,332	1,794	(462)	5,007	7.4% of 2018 Budget
Bank Service Charges	0	0	0	18	(18)	18	Same as 2017 budget
Federal Income Taxes	0	0	0	8	(8)	41	Increase due to interest on 2012 Judgment
Meeting Room Fees	235	75	310	300	10	240	Reflects 4 month credit from 2017
National Night Out	0	147	147	100	47	200	Increase needed to properly fund event
Holiday Decorations	0	0	0	0	0	200	Current decorations are in poor condition
Office Supplies	21	0	21	100	(79)	200	100% increase of 2017 Budget
Post Office Box	166	0	166	143	23	174	Assumes 5% increase of 2017 Actual
Postage and Delivery	193	225	418	400	18	439	Assumes 5% increase of 2017 Actual
Printing and Reproduction	105	100	205	225	(20)	225	Same as 2017 budget
Technology	0	65	65	500	(435)	3,270	Increase due to web site repair & document retention
Web Site Fee	0	65	65	65	0	70	Slight increase
Web Site Revision/repair	0	0	0	0	0	2,400	Contractor needed to help improve web site
Document Retention	0	0	0	435	(435)	800	Scanning cost, safe deposit box fee, flash drives
Accounting Expense:	256	3,128	3,384	2,860	524	3,384	5.0% of 2018 Budget
Financial Reviews	0	3,000	3,000	2,500	500	3,000	Based on 2016 Review contractual max
Quickbooks Fees	256	128	384	360	24	384	Fee increased to \$32/month
Insurance Expense:	4,872	0	4,872	4,911	(39)	5,058	7.5% of 2018 Budget
Directors & Officers Liability	1,947	0	1,947	1,947	0	2,002	Agent estimate: 2.8% increase
Fidelity & Crime	830	0	830	789	41	856	Agent estimate + 2017 est. error: 3.1% increase
Property & General Liability	2,095	0	2,095	2,175	(80)	2,200	Assumes 5% increase of 2017 Actual
Legal Fees:	4,910	815	5,725	5,000	725	7,029	10.4% of 2018 Budget
Collection Related	1,642	290	1,932	1,500	432	2,029	Est.2017+ 5%
Deed Restriction Enforcement	0	0	0	1,000	(1,000)	2,000	Need to increase capacity to enforce restrictions
Deed Restriction Revisions	0	0	0	0	0	0	(No activity expected)
HOA Governance Matters	3,268	525	3,793	2,500	1,293	3,000	21% less than est. 2017
Services:	31,131	10,752	41,883	45,201	(3,318)	45,366	67.5% of 2018 Budget
Electricity	5,519	1,875	7,394	8,084	(690)	7,764	Increased Est. 2017 5%
Water	501	150	651	1,311	(660)	1,000	Cut usage in 2017, Budget allows for increase in usage & price
Trash Collection	21,411	6,882	28,293	28,870	(577)	28,033	Assumed 2% increase in monthly payment starting Feb
Mosquito Fogging	680	278	958	1,873	(915)	1,967	Increased 2017 budget 5%, Budget 2 apps/wk, Actual was 1 app/wk
Landscaping and Grounds Keeping	3,020	1,567	4,587	5,063	(476)	6,603	Increase due to new signs & moving utilities at Strack Rd wall
Grass cutting	3,020	1,267	4,287	4,763	(476)	4,603	Missed 1 cutting due to Harvey.Add \$97 to 2017 then +5%
Shrub trimming	0	50	50	200	(150)	200	Same as 2017 budget
Sprinkler repairs	0	250	250	100	150	300	Estimated 2017 + \$50
New WOWCA signs	0	0	0	0	0	500	Lettering is coming off/sign color is faded
Move utilities to outside of Strack Rd wall	0	0	0	0	0	1,000	Currently In the Woods' front garden
Projects:	0	0	0	1,500	(1,500)	1,500	2.2% of 2018 Budget
Replacement of shrubs that died	0	0	0	1,500	(1,500)	1,500	Stumps removal plus 2-3 shrubs
RESERVES						0	
Accounts in General:						0	(Total = \$116,738.74 as of 10/30/17)
Capital						0	(\$81,909.52 balance as of 10/30/17)
Operating						0	(\$34,829.22 balance as of 10/30/17)
Contingency						0	(Closed 3/25/14)
CAPITAL PROJECTS (to be funded from the Capital Account)						45,000	
Brick wall repair- 5 sections are leaning significantly	0	0	0	20000	(20,000)	20,000	Same as 2017 budget
Improve landscaping at both wall entrances	0	0	0	25000	(25,000)	25,000	Same as 2017 budget

WOODS OF WIMBLEDON CIVIC ASSOCIATION, INC.
2017 ANNUAL MEETING OF THE MEMBERS
OFFICIAL PROXY/ABSENTEE BALLOT

An Annual Meeting of the Members of Woods of Wimbledon Civic Association, Inc will be held on Thursday, November 16th, 2017 at 7:00 p.m. at the John Wesley United Methodist Church, 5830 Bermuda Dunes Drive Room E222, Houston, TX 77069. If you plan to attend the meeting, you do not need to complete this Proxy/Absentee Ballot. If you will not be attending the meeting, it is VERY IMPORTANT for you to complete the Proxy/Absentee Ballot and return it to The Woods of Wimbledon Civic Association via mail. You may also give your Proxy/Absentee Ballot to another Member to take and turn in at the Annual Meeting.

Mail or Delivery: P.O. Box 11509
 Spring, Texas 77391-1509

You have the following choices:

1. **Attend Meeting.** Attendance of a quorum, defined as the presence of members in person, or by proxy or absentee ballot, entitled to cast ten percent (10%) of the votes of the Association, is required to conduct Director and Officer elections.
2. **Assignment of Proxy.** You appoint a Proxy Holder to vote on your behalf on any matters coming before the Members at the Annual Meeting. Your Proxy Holder must be present at the Annual Meeting for your vote to be counted.
3. **Absentee Ballot.** Check the appropriate boxes below, SIGN, and return it to The Woods of Wimbledon Civic Association.

PROXY

KNOW ALL MEN BY THESE PRESENTS, that the undersigned owner(s) of property in Woods of Wimbledon do hereby revoke any previous proxies and appoint _____ ("Proxy Holder"), or the Secretary of the Association if I have not filled in the blank, as my Proxy Holder to act and vote on my behalf at the Annual Meeting.

This proxy is revocable by the owner at any time before it is exercised. Unless sooner terminated, this proxy shall terminate automatically upon the final adjournment of the Annual Meeting for which it is given.

ASSIGNMENT OF PROXY: (Please indicate only one selection)

- ☐ My proxy holder is hereby authorized to vote as he/she sees fit on all issues that may arise at the meeting.
- ☐ This proxy is for the sole purpose of establishing a **quorum** of Members (**Quorum Only**). I abstain from casting a vote for or against the proposals listed below or for any other matters that may come before the Members.

ABSENTEE BALLOT

- ☐ CHECK HERE TO VOTE BY ABSENTEE BALLOT.

"By casting your vote via absentee ballot you will forgo the opportunity to consider and vote on any action from the floor on these proposals, if a meeting is held. This means that if there are amendments to these proposals your vote will not be counted on the final vote on these measures. If you desire to retain this ability, please attend any meeting in person. You may submit an absentee ballot and later choose to attend any meeting in person, in which case any in-person vote will prevail"

§209.00592 of the Texas Property Code

ELECTION OF EIGHT (8) DIRECTORS TO THE BOARD OF DIRECTORS (Check, circle or write-in only eight (8) names):

<input type="checkbox"/> <u>Allen Baker</u> Write-in	<input type="checkbox"/> <u>Steven Frankoff</u> Write-in
<input type="checkbox"/> <u>Linda Intschert</u> Write-in	<input type="checkbox"/> <u>Barry King</u> Write-in
<input type="checkbox"/> <u>Roger Nelson</u> Write-in	<input type="checkbox"/> <u>Don Shackelford</u> Write-in
<input type="checkbox"/> <u>Graham Sherlock</u> Write-in	<input type="checkbox"/> <u>Bonnie Shows</u> Write-in
<input type="checkbox"/> <u>John Spire</u> Write-in	<input type="checkbox"/> _____ Write-in
<input type="checkbox"/> _____ Write-in	<input type="checkbox"/> _____ Write-in

ELECTION OF FIVE (5) MEMBERS TO THE ARCHITECTURAL CONTROL COMMITTEE (Check, circle or write-in only five (5) names):

<input type="checkbox"/> <u>Steve Clough</u> Write-in	<input type="checkbox"/> <u>Barry King</u> Write-in
<input type="checkbox"/> <u>Edgar Medina</u> Write-in	<input type="checkbox"/> _____ Write-in
<input type="checkbox"/> _____ Write-in	<input type="checkbox"/> _____ Write-in

VOTE TO APPROVE OR DISAPPROVE THE PROPOSED BUDGET OF \$525 PER LOT FOR 2018 (Check or circle one option only)

<input type="checkbox"/> Approve	<input type="checkbox"/> Disapprove
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In order for your Proxy/Absentee Ballot to be valid, you MUST SIGN where indicated below:

Owner's Signature: _____

Printed Name: _____

Date: _____

Property Address: _____