

CEHA  
13423 Blanco Rd., #288  
San Antonio, TX 78216

FIRST CLASS MAIL  
U.S. POSTAGE  
PAID  
SAN ANTONIO, TX  
PERMIT NO.1568

**IMPORTANT! CEHA NEEDS YOUR VOTE!**  
**Make a Difference in Your Neighborhood**  
Mail Your Proxy FOR RECEIPT by Noon on 12/6/21  
**OR Attend the Annual Meeting 7 PM on 12/07/21 at Woodland Baptist Church**

Churchill Estates Homes Association, Inc.  
13423 Blanco Road #288  
San Antonio, TX 78216

**CEHA 2021 Annual Meeting Agenda**  
**Tuesday, December 7, 2021 • 7:00 PM**  
**Woodland Baptist Church, 15315 Huebner Road in Maresh Hall**

December 7, 2021

This is official notice for the Annual Meeting for the members of the Churchill Estates Homes Association, Inc. The sign-in process begins at 6:30 PM. Residents will need to sign in with their Name and Address as they arrive at the meeting.

**Agenda:**

1. Meeting Called to Order by CEHA President Amy Ellis
2. Verify Quorum
3. Introduction of CEHA Board Members and Staff
4. Presentations by invited guests with Q&A to follow.
  - a. John Courage, City Council District 9
  - b. Corporal Kent Novak, Bexar County Constable Precinct 3
  - c. Betty Kuykendall and Mark Smith, Swim at Your Own Risk
  - d. Rebecca Brune and Rey Saucedo, Master Plan Committee
5. Approval by Membership of 2020 Annual Meeting Minutes (available for review on CEHA website)
6. Overview of CEHA 2021 Projects by CEHA President
7. Voting by Membership: Budget and Board Member Elections
  - a. 2021 Financial Report, 2022 Budget Presentation and Membership Vote to Approve 2022 Budget
  - b. Presentation of Nominees for Board Member Elections and Membership Vote (Nominees are Gloria Contreras, Amy Ellis and Elizabeth Small) Candidate profile information available on CEHA website
8. Open Discussion
9. Adjournment



210/697-3270  
churchillestateshoa.com

**Churchill Estates Homes Association, Inc.**  
**Proposed 2022 Budget**  
**December 7, 2021**

	<b>2021</b>	<b>2022</b>
	<b>APPROVED</b>	<b>PROPOSED</b>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>3000.0 · Homeowner Annual Assessments</b>		
<b>3002.0 · Assessment Discounts</b>	-6,271.39	-6,425.00
<b>3000.0 · Homeowner Annual Assessments</b>		
<b>- Other</b>	270,000	267,220.00
<b>Total 3000.0 · Homeowner Annual Assessments</b>	263,728.61	260,795.00
<b>3040.0 · Late Fees</b>	2,040.23	2,095.36
<b>3060.0 · Lien Fees</b>	0.00	1,875.00
<b>3070.0 · Miscellaneous Income</b>	1,999.22	1,800.00
<b>3100.0 · Pool Income</b>	1,335.00	2,000.00
<b>3910.0 · Other Income</b>		
<b>3200.0 · Subordinations</b>	485.00	335.00
<b>3915.0 · Resale Certs</b>	8,084.87	7,500.00
<b>3916.0 · Transfer Fee</b>	8,200.00	8,000.00
<b>3917.0 · Refinance Fee</b>	100.00	300.00
<b>3910.0 · Other Income - Other</b>	1,530.87	2,055.00
<b>Total 3910.0 · Other Income</b>	18,400.74	18,190.00
<b>Rollover from Operational Account</b>	68,000.00	46,000.00
<b>3999.0 · Uncategorized Income</b>		
<b>Total Income</b>	355,503.80	330,880.36
<b>Expense</b>		
<b>CORPORATE ADMINISTRATION</b>		
<b>4912 · Payroll Tax Expense</b>	7,518.51	7,990.17
<b>4903.0 · Insurance - Vol. Accident Bond</b>	250.00	250.00
<b>4904.0 · Financial Manager</b>	22,808.63	22,808.63
<b>4907.0 · Property Mgr -Mileage Reimburse</b>	840.00	1,200.00
<b>4908.0 · Property Manager</b>	11,905.55	11,905.55
<b>4909.0 · Administrative Assistant</b>	22,621.62	22,621.62
<b>4910.0 · Accounting &amp; Legal Fees</b>	6,000.00	7,000.00
<b>4911.0 · Payroll Processing Expense</b>	2,995.80	3,000.00
<b>4918.0 · Insurance General Liability</b>	13,194.00	12,134.00
<b>4919.0 · Insurance -Dir and Officers</b>	2,965.86	3,079.41
<b>4923.0 · Donations</b>	300.00	300.00
<b>4930.0 · Office Expense\Postage</b>	5,653.89	5,604.00
<b>4954.0 · Safety Patrol</b>	10,800.00	10,800.00
<b>4955.0 · Community Spirit</b>	2,000.00	4,060.00
<b>4970.0 · Bank Charges</b>	100.00	100.00
<b>4980.0 · Miscellaneous expense</b>		
<b>5500.0 · Uncollectible Account Expense</b>		
<b>Federal Income Taxes</b>	600.00	600.00
<b>Total CORPORATE ADMINISTRATION</b>	110,553.86	113,453.38

**Churchill Estates Homes Association, Inc.**  
**Proposed 2022 Budget (continued)**  
**December 7, 2021**

	2021 APPROVED	2022 PROPOSED
<b>GROUND &amp; FACILITIES</b>		
4200.0 · Grounds Maintenance	62,809.20	28,020.00
4201.0 · Electric Utility	6,500.00	6,300.00
4202.0 · Water - Median & Pool	25,000.00	18,060.01
4203.0 · Supplies	300.00	2,482.00
4205.0 · Tree Trimming	7,500.00	6,000.00
4208.0 · Entrance Maintenance	2,242.29	1,500.00
4220.0 · Trash Removal	1,251.11	1,428.00
4235.0 · General Repairs	9,000.00	15,000.00
<b>Total GROUND &amp; FACILITIES</b>	114,602.60	78,804.70
<b>POOL OPERATIONS</b>		
4102 · Swim Team		
4102.0 · Swim Team Coach	5,000.00	5,000.00
4146.0 · Insurance – Swim Team	500.00	502.00
<b>Total 4102 · Swim Team</b>	5,500.00	5,502.00
4000.0 · Salaries and Wages	17,000.00	17,000.00
4100.0 · Pool Operations Management	10,218.99	10,218.99
4101.0 · Pool License	226.69	229.69
4103.0 · Worker's Compensation		
4110.0 · Pool Chemicals	2,100.00	2,469.61
4112.0 · Pool Cleaning	4,546.56	5,000.00
4135.0 · Pool Repairs	25,000.00	6,000.00
4140.0 · Pool Supplies	2,000.00	7,000.00
4145.0 · Pool Payphone - DSL Line	1,645.68	1,225.68
<b>Total POOL OPERATIONS</b>	68,240.92	54,645.97
<b>Total Expense</b>	293,397.38	246,904.05
<b>Net Ordinary Income</b>	62,106.42	83,976.31
<b>Other Income/Expense</b>		
<b>Other Income</b>		
3440.9 · Interest Income	15.24	13.97
<b>Net Other Income</b>	15.24	13.97
<b>Total Other Income</b>	15.24	13.97
<b>(Contribution to Reserve Account)</b>	62,121.66	83,990.28

If you cannot attend the annual meeting, please complete this Proxy ASAP, fold, and mail to address on reverse side on or before Monday, Dec. 6, 2021, 12:00 PM Noon. Please add a stamp. Thank you.

### REVOCABLE PROXY

I, \_\_\_\_\_ (insert your **printed** name), as a homeowner and member of the Churchill Estates Homes Association, Inc., revoke any previously executed proxies and appoint \_\_\_\_\_ (**enter name of proxy or just circle Secretary, Mikel Brand's name**)\*\* to attend the Tuesday, December 7, 2021 Annual Meeting of CEHA, Inc. to be held at 7:00 PM at Woodland Baptist Church 15315 Huebner in the Maresh Hall. My proxy shall act in my stead and on my behalf to represent, vote, execute consents, and otherwise to act for me in the same manner and with the same effect as if I were personally present.

*\*\*You can designate any other CE homeowner who will be attending the meeting in your absence, or you can circle Association Secretary Mikel Brand's name to vote on your behalf.*

**PLEASE CHOOSE ONLY ONE OPTION: A (Open Proxy) OR B (Directed Proxy)**

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#### OPTION A. OPEN PROXY.

\_\_\_\_\_ **Yes, I authorize my proxy to vote on my behalf as he/she chooses on the:**

- Approval of 2022 proposed budget and assessment. (This reflects the \$310 annual fee discounted to \$300 if payment is made by 1/31/22.)
- Election of members to the CEHA Board of Directors, as presented by the Nominating Committee or by nominations from the floor.
- My Proxy shall have full authority to vote upon any and all other matters that may be presented at said meeting, as fully and with the same effect as if the undersigned had been present, and I hereby ratify and confirm all that my Proxy may cause to be done by virtue of this instrument.

~~~~ OR ~~~~

#### OPTION B. DIRECTED PROXY. Vote here ONLY if you didn't choose OPTION A.

\_\_\_\_\_ **Yes, I authorize my proxy to vote as I have directed on the:**

- **2022 Budget** as presented: **Approved** \_\_\_\_\_ | **Not Approved** \_\_\_\_\_

(This reflects the \$310 annual fee discounted to \$300 if payment is made by 1/31/22.)

**Board Member Nominees (\*Nominees listed below; write in 3 names unless you chose Option A.)**

- 3-year term: \_\_\_\_\_
- 3-year term: \_\_\_\_\_
- 3-year term: \_\_\_\_\_

**Nominees for 3-yr terms:**

**\*Gloria Contreras** 14147 Day Star **\*Amy Ellis** 14211 Bold Ruler **\*Elizabeth Small** 14814 Canonero  
(Candidate information is available on CEHA website at churchillestateshoa.com)

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Unless sooner revoked, this proxy expires 11 months after its issue.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Homeowner

\_\_\_\_\_  
Email Address (please print neatly)

\_\_\_\_\_  
Street Address of Homeowner

**Deadline for Proxies: Monday, Dec. 6, 2021, 12:00 PM/Noon.**

Mail your proxy to CEHA, 13423 Blanco Rd., #288, San Antonio, TX 78216 or deliver it in person to American Postal Center, 13423 Blanco Rd. Proxies can also be emailed to churchillestateshoa@gmail.com

**FOLD TO MAIL; ADDRESS ALREADY ON REVERSE SIDE; PLEASE ADD A STAMP.**

Please  
Add  
Stamp

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