

CAPE MALIBU PROPERTY OWNERS ASSOCIATION
DRAFT OF OPEN BOARD MEETING MINUTES
Lands End, Cape Malibu, Montgomery County, Texas

DATE: Sunday, December 7, 2025

PLACE: Lands End, Cape Malibu, Willis, Montgomery County, Texas

ATTENDING: Board – President-Jim Davis, Vice President-Tim Booth, Director-Bill Byrn, Treasurer-Misty Schillereff, Secretary-Linda Sowda

Members – #9

President Jim Davis called the meeting to order at 2:00pm

- Quorum established

Minutes Summary from prior Open Board Meeting (November 9, 2025) read by Linda Sowda

- Tim Booth motioned to accept minutes; Misty Schillereff seconded; motion passed

Treasury Report ending November 30, 2025, read by Misty Schillereff

- Checking Balance \$469.19; Savings Balance \$233,182.76 of which \$59,782.97 is in the road fund.
- Linda Sowda motioned to file the Treasury Report; Bill Byrn seconded; motion passed

Architectural Control Committee Report presented by Karl McCoy

- New home to be built on Burnt Mills
- Gazebo to be built in the backyard of house on Burnt Mills
- Re-model in progress on Malibu W.
- Linda Sowda motioned to accept the Architectural Control Committee report; Misty Schillereff seconded; motion passed

Digital Information Committee Report presented by Karl McCoy

- Website- still working on updates
- A survey will be sent out to determine the neighborhood's interest in Xfinity service
- Misty Schillereff motioned to accept the Digital Committee report; Tim Booth seconded; motion passed

Restrictions and Covenants Panel Report – No report

- Next POA meeting will be devoted to Restrictions and Covenants. We will only use pre-submitted comments, suggestions, etc. to guide the meeting.
- Please email comments and suggestions to Goodsam_RN1@hotmail.com or place in mailbox at Lands End prior to the February 1st meeting, to the Board prior to the meeting

Water Supply Corporation Report -No Report

- Any help to winterize or volunteer in upkeep/care, please contact Steve Seiler
- Remember to shut down water sprinklers and drain lines

Community Club Report – No Report

Helping Neighbors Report presented by – No Report

Thank You Announcements: Thank you to.....

- Pam Byrum, Cindy Johnson, Rosemary and Don White, Sheila and Ray Bates for getting Christmas decorations installed!

Confirmation of actions taken between meetings -

- None

Business in Progress

- Road Update
 - President, Jim Davis, contacted the county to inform them of that the 90% signature requirement to move forward for the county to pave Cape Malibu's roads and to ask what the next step would be
 - County called Jim to let him know that they had their attorney look further into the details of the road plan and their attorney is now stating that they need 100% of the community's signatures in order for the county to pave the roads
 - Options are being researched
 - Jim Davis will request that the county's Attorney meet with Cape Malibu's Attorney

New Business

- Drainage Remediation behind, between and in front of 15937 and 15944 Malibu East
 - "DreamScapes Outdoors" provided a written estimate of \$2,650. to cut a swale and remediate the problem causing improper water flow.
- Bill Byrn motioned to accept DreamScapes' proposal; Misty Schillereff seconded; motion passed
- Will meet with affected homeowners to discuss pay options

Linda Sowda motioned to adjourn meeting to Executive Session at 3:13pm; Bill Byrn seconded; motion passed

*****Leave for Executive Session

*****Return from Executive Session

President Jim Davis called to reconvene Open Session meeting, providing summary of action taken, at 3:56pm

Action taken during Executive Session

- Discuss collection status of annual dues
- ACC status
- Next Open Board Meeting set for February 1, 2026, at 2:00pm at Lands End

Linda Sowda moved to adjourn the meeting with Misty Schillereff seconding; motion passed

Meeting adjourned at 4:10pm

These minutes are respectfully submitted by Linda Sowda

TREASURER'S REPORT

November 30, 2025

Checking balance is \$469.19 and savings balance is \$233,182.76 as of November 30, 2025.

\$59,782.97- Road Fund
\$26,000.00- Bulkhead
\$15,000.00- Pool
\$31,883.83 - Contingency
\$525.00 - Lands end clubhouse and grounds

Total receivables for November, \$17,910.41

Total expenses year to date, \$23,926.94

6.08 - bank service fee
450.43- digital committee
267.52- licenses and permits
15,772.18- maintenance and repairs
21.64- office supplies
4,111.94- professional fees
42.50- quickbooks fees
834.42- taxes
2,420.23- utilities

Checks written

5598- Elan Financial Services \$497.53
5601- Hijinio Solis \$1,450.00
Debit- Entergy \$31.76
Debit- Entergy \$272.99
5600- King Ranch Lawn Pro \$1,800.00
5597- Reece Clark (Limb removal at lands end) \$54.14
5602- Hijinio Solis \$325.00
Evolve Small Business \$333.33

If you have any questions regarding figures reported here please email
cmopoatreasurer@gmail.com

Monthly Financial Report

Cape Malibu Property Owners Association
For the period ended December 31, 2025

Prepared by

Amy Drinkwater, Evolve Small Business Solutions

Prepared on

December 4, 2025

For distribution to all Members

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Balance Sheet

As of November 30, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
Checking	469.19
Savings	100,515.96
Savings - Bulkhead	26,000.00
Savings - Contingency	31,883.83
Savings - Pool	15,000.00
Savings - Road Assessment	59,782.97
Total Savings	233,182.76
Total Bank Accounts	233,651.95
Accounts Receivable	
Accounts Receivable	17,910.41
Total Accounts Receivable	17,910.41
Other Current Assets	
Deferred Income	-9,049.23
Total Other Current Assets	-9,049.23
Total Current Assets	242,513.13
TOTAL ASSETS	\$242,513.13
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Visa Business Cash Preferred Card	293.15
Total Credit Cards	293.15
Total Current Liabilities	293.15
Long-Term Liabilities	
Key Deposits	3,550.00
Total Long-Term Liabilities	3,550.00
Total Liabilities	3,843.15
Equity	
Fund Balance	216,178.94
Retained Earnings	-83,716.59
Net Income	106,207.63
Total Equity	238,669.98
TOTAL LIABILITIES AND EQUITY	\$242,513.13

Profit and Loss

July - November, 2025

	Total
INCOME	
Fees	1,500.00
Construction Deposit	2,000.00
Maintenance Fee	126,652.96
Total Fees	130,152.96
Finance Charges	-955.67
Interest Income	937.28
Total Income	130,134.57
GROSS PROFIT	130,134.57
EXPENSES	
Bank Service Charges	6.08
Digital Committee	450.43
Licenses and Permits	267.52
Maintenance & repairs	
Entrance Grounds	622.44
Lands End Grounds	1,295.38
Pool	1,800.00
Pool Service/Materials/Supplies	2,337.24
Total Pool	4,137.24
Restrooms	12.98
Supplies	360.00
Total Lands End Grounds	5,805.60
Mowing and Clearing	6,654.14
Mulching & Fertilizer	540.00
Total Mowing and Clearing	7,194.14
Tree Cutting/Stump Grinding	2,150.00
Total Maintenance & repairs	15,772.18
Merchant deposit fees	-41.40
Office Supplies	21.64
Postage and Delivery	-76.56
Professional Fees	
Accounting	3,957.40
Legal Fees	272.50
Total Professional Fees	4,229.90
QuickBooks Payments Fees	42.50
Taxes	
Federal	663.93
Property	170.49
Total Taxes	834.42
Utilities	

	Total
Electric	1,531.21
Water	889.02
Total Utilities	2,420.23
Total Expenses	23,926.94
NET OPERATING INCOME	106,207.63
NET INCOME	\$106,207.63

Budget vs. Actuals Report FY26 YTD

July-November, 2025

Distribution account	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Income				
Fees	\$600.00	\$0.00	\$600.00	
Construction Deposit	1,000.00		1,000.00	
Maintenance Fee	120,740.89	128,205.46	-7,464.57	94.18 %
Total for Fees	\$122,340.89	\$128,205.46	-\$5,864.57	95.43 %
Finance Charges	196.68	0.00	196.68	
Interest Income	937.28	0.00	937.28	
Unapplied Cash Payment Income	-2,135.19		-2,135.19	
Cash Basis Adjustment		0.00	0.00	
Total for Income	\$121,339.66	\$128,205.46	-\$6,865.80	94.64 %
Cost of Sales				
Gross Profit	\$121,339.66	\$128,205.46	-\$6,865.80	94.64 %
Expenses				
Bank Service Charges	6.08	4.17	1.91	145.8 %
Digital Committee	450.43	83.33	367.10	540.54 %
Licenses and Permits	267.52	90.00	177.52	297.24 %
Maintenance & repairs		\$0.00	\$0.00	
Entrance Grounds	622.44		622.44	
Lands End Grounds	\$1,295.38	\$0.00	\$1,295.38	
Pool	\$1,800.00	\$1,852.84	-\$52.84	97.15 %
Pool Service/Materials/Supplies	2,337.24	833.33	1,503.91	280.47 %
Resurfacing		1,250.00	-1,250.00	0.0 %
Total for Pool	\$4,137.24	\$3,936.17	\$201.07	105.11 %
Restrooms	12.98	120.00	-107.02	10.82 %
Supplies	360.00	1.67	358.33	21556.89 %

Distribution account	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Total for Lands End Grounds	\$5,805.60	\$4,057.84	\$1,747.76	143.07 %
Mowing and Clearing	\$6,654.14	\$1,416.67	\$5,237.47	469.7 %
Mulching & Fertilizer	540.00	116.67	423.33	462.84 %
Total for Mowing and Clearing	\$7,194.14	\$1,533.34	\$5,660.80	469.18 %
Tree Cutting/Stump Grinding	2,150.00	666.67	1,483.33	322.5 %
Bulkhead		2,166.67	-2,166.67	0.0 %
Streets and Drainage		500.00	-500.00	0.0 %
Total for Maintenance & repairs	\$15,772.18	\$8,924.52	\$6,847.66	176.73 %
Merchant deposit fees	-41.40		-41.40	
Office Supplies	21.64	4.17	17.47	518.94 %
Postage and Delivery	-10.29	8.33	-18.62	-123.53 %
Professional Fees		\$0.00	\$0.00	
Accounting	3,957.40	583.33	3,374.07	678.42 %
Legal Fees	272.50	250.00	22.50	109.0 %
Total for Professional Fees	\$4,229.90	\$833.33	\$3,396.57	507.59 %
QuickBooks Payments Fees	42.50		42.50	
Taxes		\$0.00	\$0.00	
Federal	663.93	100.00	563.93	663.93 %
Property	170.49	16.67	153.82	1022.74 %
Total for Taxes	\$834.42	\$116.67	\$717.75	715.2 %
Utilities		\$0.00	\$0.00	
Electric	1,531.21	291.67	1,239.54	524.98 %
Water	889.02	250.00	639.02	355.61 %
Total for Utilities	\$2,420.23	\$541.67	\$1,878.56	446.81 %
Insurance		0.00	0.00	
Miscellaneous		16.67	-16.67	0.0 %
Total for Expenses	\$23,993.21	\$10,622.86	\$13,370.35	225.86 %

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Net Operating Income	\$97,346.45	\$117,582.60	-\$20,236.15	82.79 %
Other Income				
Other Expenses				
Net Other Income				
Net Income	\$97,346.45	\$117,582.60	-\$20,236.15	82.79 %

The figures contained in these reports are preliminary as of November 30, 2025 and will be finalized upon receipt of the November credit card statement.



DreamScapes Outdoors

Magnolia, TX 77354
dreamscapesoutdoorstx@gmail.com
(936) 548-1717
Instagram- @dreamscapesxt

Estimate

Estimate No: 797
Date: 12/01/2025

For: Jim Davis
Jim.davis903@gmail.com,
President@capemalibu.org
15876 Malibu E
Willis, TX, 77318-6766

Description	Quantity	Rate	Amount
Ditch & Swale-	1	\$2,650.00	\$2,650.00*
Cut a swale from the back of the property to the front ditch allowing proper water flow preventing water into the garage.			
Approx. 195 ft.			
Use existing dirt and fill in low spots to divert water into the purposed swale.			
Install rip rap where the swale and ditch meet to prevent future erosion.			
Cut and straighten out the existing ditch in the front of the house to prevent future erosion.			
Approx. 53 ft.			
Install rip rap on both side of the ditch outlets			

*Indicates non-taxable item

Subtotal	\$2,650.00
Total	\$2,650.00
Total	\$2,650.00

Notes

The price that is listed includes labor, installation, material, delivery, etc. The quote states the number of plants, material, labor, etc. and/or work that will be performed, any additional work and/or additional material not included in the quote will be at extra cost. DreamScapes Outdoors has no control over

growth of plants installed and does not offer any kind of guarantee nor warranty on any plant. Material color may vary and/or may fade with time. DreamScapes Outdoors is not responsible for any HOA, City, or County fees. DreamScapes Outdoors is not responsible any damage to underground utility, gas, sprinkler lines, etc. not marked prior to excavation. A minimum of 65% down payment is required before starting the job and remaining when project is completed.

Terms and Conditions

The price that is listed includes labor, installation, material, delivery, etc. The quote states the number of plants, material, labor, etc. and/or work that will be performed, any additional work and/or additional material not included in the quote will be at extra cost. DreamScapes Outdoors has no control over growth of plants installed and does not offer any kind of guarantee nor warranty on any plant. Material color may vary and/or may fade with time. DreamScapes Outdoors is not responsible for any HOA, City, or County fees. DreamScapes Outdoors is not responsible any damage to underground utility, gas, sprinkler lines, etc. not marked prior to excavation. A minimum of 65% down payment is required before starting the job and remaining when project is completed.