

*Oakhaven Townhomes
Homeowners
Association, Inc.*



*Annual Meeting
Saturday January 27th, 2018 1:00 pm
Brazos Valley Property Management
903 S Texas College Station TX 77840*

Oak Haven

Century 21, Beal Inc.
Brazos Valley Property Management
903 S Texas Avenue, College Station, TX 77840
Business (979)764-2500 Fax (979)764-0508

Oakhaven Community Association requests your attendance at the 2018 annual HOA meeting to be held at
(new location) **BVP Management, Inc./Century 21, Beal office at 903 S. Texas Ave, College Station, Texas,**
Saturday, January 27, 2018 at 1pm.

If you cannot be there and would like to have your vote counted should there be a quorum, sign the attached proxy and return by 12:00 pm (noon) Saturday, January 27, 2018. You can mail the completed proxy (below) to BVPM/Century 21, 903 Texas Ave. South, College Station, Texas 77840, and Attention: Toni Myers, or email to tonim@century21bcs.com or fax it to (979) 764-0508.

Agenda

1. Roll call, owners present and proxies. Determine if quorum.
2. Reading and approval of minutes of preceding annual meeting.
3. Financial report. (2017 Financial Report, Delinquencies, 2018 Budget, 2017 Sales)
4. Discussion on renovating complex with Hardy Plank siding and new roofs.
 - A. Approximate Cost of Renovation.
 - B. Proposals on how to finance it.
 - C. Legal issues with voting and percentages.
5. Election/Reinstatement of Officers & Directors
6. New business.
7. Adjournment

2018 Annual Meeting Proxy Statement

Know All by these Present: That I: _____

Do hereby appoint _____
or

(Circle one) **Josephine Schroeter, Richard Clark, Patricia Iuen, Blake Reeves**

As agent for me, and in my name and stead to vote as my Proxy at the 2018 annual meeting of the Oakhaven Community Association, Inc. according to the percentage of votes assigned to act for me on all matters that come before the membership at the meeting as fully as if I were present. This proxy applies only to the January 27, 2018 annual meeting and may be revoked by me in writing at any time prior to the meeting.

Owner

Unit number(s)

Email Address

Current Phone Number

This proxy must be received by 12:00 pm January 27, 2018.

OAKHAVEN HOMEOWNERS ASSOCIATION, INC.
Annual Meeting Minutes
May 27, 2017

- . Meeting called to order by Board President, Josephine Schroeter.
- . Terry Thigpen (BVPM) introduced Officer Chris Owens, liaison working with BPD's Neighborhood Enforcement Team. Officer Owens explained the Team's purpose: to establish and maintain a comfortable working relationship between the BPD and neighborhoods and to help deal with situations that might arise in these neighborhoods. He encouraged citizens to utilize the resources available to us.

The non-emergency # for dispatch: (979) 361-3888. Hours: Mon.- Fri. 8 am-5 pm.

- . The 2017 Budget was approved by majority vote of the members.
- . A member questioned the cost of lawn maintenance. Terry stated that BVPM would solicit bids from possible contractors if a change is desired.
- . The ongoing situation at 2801 involving the drainage/interior mold/sheetrock repair was discussed. Terry stated that we have turned the matter over to an attorney, and we should be receiving correspondence from them regarding the extent of our liability and the possible action(s) we might be advised to take.
- . A discussion was opened for the purpose of gathering input regarding a proposed major renovation of the complex involving replacement of the wood siding with man-made siding and replacement of carports and exterior storage sheds. Approximately \$250,000-\$300,000 would be necessary to finance a loan such a project.

Three options were presented by BVPM as possible means of accomplishing this financing: (strictly for discussion)

1. raise monthly fees \$70.00/month
2. levy a special assessment on each owner of \$1,000 plus raising the monthly fees \$70.00
3. levy a one-time special assessment of \$10,000.00/unit (This alternative would eliminate the need to finance a loan through a lending institution.)

It was moved to offer at least all three of these alternatives to the owners. How to finance each will be shown, including specificity as to how this would be accomplished. Terry offered that BVPM will send out a survey through which each owner could indicate a preference.

- . Rheanne Clark offered to provide the name of a possible roofing contractor.

- . A date for the next annual meeting was set for Friday, Sept. 8, 2017 at 6:00 pm.
- . It was announced that we need volunteers to serve as Board Members. Blake Reeves offered to serve, along with Homer Tolson. James Glover will be asked to resign from the Board due to his conflicting obligations and inability to serve.
- . The meeting was adjourned.

Josephine Schroeter
05-27-2016

Minutes of the Oakhaven Community Association

Meeting Held:

December 9, 2017

***Brazos Valley Property Management Offices
903 S. Texas Ave., College Station, Texas***

Members Present: Jo Schroeter
Ric Clark
Patty Iuen
Blake Reeves
Terry Thigpin

Next meeting: TBA (January 2018)

Meeting was called to order at 1:10 PM

Discussions

- I. Year-to-Date Financial Report was reviewed
 - Repair expenditures were discussed
 - Delinquencies totaling \$1,550.00 were noted
 - *This amount does not include funds not yet 3 months past due
 - Year-to-Date Cash reserves (\$12,826.86) and Operating accounts (\$9,094.52) were reviewed
- II. Ongoing Community Maintenance and Appearance Issues
 - It was agreed that the current method of yearly exterior maintenance (sporadic siding replacement/painting) has proved insufficient and resulted in an inconsistent unpleasing appearance that may ultimately affect property values and roof replacement is also needed
 - Bids for these renovations were discussed
 - The board identified some options to raise these funds including:
 - A: A one-time special assessment (No Bank Loan)
 - B: A smaller special assessment and an increase in monthly HOA dues (Bank loan required)
- III. Ongoing issues with water damage to unit 2801
- IV. Other New Business
 - It was reported that some owners are allowing their dogs to roam the property unleashed resulting in uncollected dog piles
 - Barking dogs were also discussed
 - Owners will be asked to remedy these issued by letter from the management company
 - A fee schedule will be developed to levy fines for continued occurrences
 - The following amendments to the bylaws were discussed
 - No owner should rent his home for weekends only
 - No owner should own more than 10% of the units
- V. A community wide meeting will be scheduled for January or February, 2018 to continue discuss these matters.

Meeting was adjourned at 3:10 PM

Cash Flow

BVP Management, Inc.

Properties: Oakhaven Townhomes - Oakside Dr Bryan, TX 77802

Date Range: 01/01/2017 to 12/31/2017

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Late Fees\NSF Rent	105.00	0.23	105.00	0.23
Homeowners Association Dues	46,488.19	99.77	46,488.19	99.77
Total Operating Income	46,593.19	100.00	46,593.19	100.00
Expense				
General Maintenance	4,453.18	9.56	4,453.18	9.56
Insurance	16,014.00	34.37	16,014.00	34.37
Transfer to Reserves	4,882.50	10.48	4,882.50	10.48
Legal Fees	75.00	0.16	75.00	0.16
Lawn/Property Maintenance	10,348.72	22.21	10,348.72	22.21
Management Fee	4,464.00	9.58	4,464.00	9.58
Pest Control	2,262.43	4.86	2,262.43	4.86
Plumbing Expense	327.06	0.70	327.06	0.70
Professional Fees	385.00	0.83	385.00	0.83
Roofing Expense	165.00	0.35	165.00	0.35
Utilities	437.81	0.94	437.81	0.94
Total Operating Expense	43,814.70	94.04	43,814.70	94.04
NOI - Net Operating Income	2,778.49	5.96	2,778.49	5.96
Total Income	46,593.19	100.00	46,593.19	100.00
Total Expense	43,814.70	94.04	43,814.70	94.04
Net Income	2,778.49	5.96	2,778.49	5.96
Other Items				
Prepayments	3,919.92		3,919.92	
Net Other Items	3,919.92		3,919.92	
Cash Flow	6,698.41		6,698.41	
Beginning Cash	4,899.99		4,899.99	
Beginning Cash + Cash Flow	11,598.40		11,598.40	
Actual Ending Cash	11,723.40		11,723.40	

Expense Distribution Report

Property: Oakhaven Townhomes - Oakside Dr Bryan, TX 77802

Payee: All

Bill Date Range: 01/01/2017 - 12/31/2017

Bill Date	Property Name	Unit	Property Address	Payee	Amount	Check #	Check Date	Description
4600 - Homeowners Association Dues								
07/11/2017	Oakhaven Townhomes	2849	Oakside Dr Bryan, TX 77802	Kimberly Crawford	125.00	120378	08/08/2017	Kimberly Crawford, Oakhaven Townhomes - 2849: Move Out Refund
4605 - Transfer Fee								
07/11/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	75.00	120368	08/07/2017	Closing for OH 2849
6455 - General Maintenance								
02/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	65.83	110352	02/07/2017	install new exterior faucet
03/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	TLC Maintenance Services	88.25	110446	03/06/2017	2839- repair hole in trim board repaired outside light
03/09/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	On Call Facility Services	50.00	110463	03/09/2017	CLEANED OUT GUTTER - 2827
04/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	80.41	110564	04/07/2017	replace fascia board on 2827
04/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	234.54	110564	04/07/2017	replace rotten jam on door chaulk and paint
04/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	1,207.17	110564	04/07/2017	removed rotted siding repalced studs as well chaulked and painted 2805
04/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	96.65	110564	04/07/2017	2837 sand and paint exterior front door
05/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	TLC Property Solutions	58.50	120042	05/05/2017	2815 - seal holes and joints
05/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	75.41		05/05/2017	2809 remove rotted wood install new wood and trim
05/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	45.00		05/05/2017	repalce window screen on 2nd story
05/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	50.00		05/05/2017	repair gutter and drip edge
05/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	45.00		05/05/2017	repair / replace trim on back of carpet
05/19/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Fire Water Restoration Emergency Services	98.72	120071	05/19/2017	2815-remediation inspection
05/24/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	TLC Property Solutions	953.25	120098	05/24/2017	2831- replaced rotted siding gutters flashing - painted

Expense Distribution Report

Bill Date	Property Name	Unit	Property Address	Payee	Amount	Check #	Check Date	Description
06/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	T. Fry Make Ready	179.23		06/07/2017	Fence and gate repair
06/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Mel Morgan	95.00	120178	06/07/2017	Repaired fence along the rear west side
07/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Constant Current Electric	187.83	120263, 120263, 120279	07/06/2017, 07/06/2017, 07/06/2017	Installed new lighting fixture 2839 Oakside
07/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Clean Up Crew	61.13	120260	07/06/2017	Repaired 4x4 cedar post 2805 Oakside
07/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Clean Up Crew	43.30	120260	07/06/2017	Soffit in back of 2820 replaced
07/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Clean Up Crew	464.96	120260	07/06/2017	Replaced rotten wood at garage area 2821 Oakside
08/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Clean Up Crew	20.00	120342	08/04/2017	Repaired exterior building 2821
08/29/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Clean Up Crew	50.00	120420	08/30/2017	Resealed siding at back of unit 2815
12/14/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Clean Up Crew	203.00	120772	12/14/2017	2819 - removed and replaced 2 broken post
					4,453.18			

6470 - Insurance

02/23/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,586.00	110395	02/23/2017	insurance
03/17/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	110484	03/20/2017	INSURANCE
04/13/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	110581	04/13/2017	insurance
05/19/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	120074	05/19/2017	Insurance
06/13/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	120212	06/13/2017	Monthly Insurance
07/22/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	120305	07/24/2017	Insurance
08/14/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	120406	08/14/2017	Monthly Insurance
09/12/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	120501	09/13/2017	Insurance
10/17/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	120598	10/17/2017	Monthly Insurance

Expense Distribution Report

Bill Date	Property Name	Unit	Property Address	Payee	Amount	Check #	Check Date	Description
11/14/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	The Hanover Insurance Group	1,602.00	120696	11/22/2017	Insurance
					16,014.00			

6471 - Transfer to Reserves

01/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	387.50	110243	01/08/2017	January 2017 - Transfer to Reserves
02/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	387.50	110298	02/02/2017	February 2017 - Transfer to Reserves
03/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	387.50	110408	03/02/2017	March 2017 - Transfer to Reserves
04/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	387.50	110519	04/05/2017	April 2017 - Transfer to Reserves
05/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	387.50	120000	05/02/2017	May 2017 - Transfer to Reserves
06/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	387.50	120110	06/01/2017	June 2017 - Transfer to Reserves
07/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	387.50	120246	07/05/2017	July 2017 - Transfer to Reserves
08/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	434.00	120323	08/02/2017	August 2017 - Transfer to Reserves
09/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	434.00	120438	09/05/2017	September 2017 - Transfer to Reserves
10/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	434.00	120533	10/03/2017	October 2017 - Transfer to Reserves
11/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	434.00	120628	11/02/2017	November 2017 - Transfer to Reserves
12/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Oakhaven HOA	434.00	120719	12/04/2017	December 2017 - Transfer to Reserves
					4,882.50			

6473 - Legal Fees

01/01/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	The Rife Law Firm	75.00	110281	01/17/2017	Oakhaven (Jacob's)
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6475 - Lawn/Property Maintenance

01/04/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	110234	01/05/2017	lawn service for december
02/06/2017	Oakhaven Townhomes		Oaksides Dr Bryan, TX 77802	Ruffino Lawn Maintenance	990.49	110335	02/06/2017	oakhaven lawn care cleaned gutters

Expense Distribution Report

Bill Date	Property Name	Unit	Property Address	Payee	Amount	Check #	Check Date	Description
03/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	110445	03/06/2017	monthly lawn maintenance
03/17/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Aggieland Termite and Pest Control	286.86	110477	03/20/2017	lawn treatment
04/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	110558	04/07/2017	monthly lawn maint
05/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	903.89	120041	05/05/2017	Lawn service and trimming of shrubs
05/22/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Aggieland Termite and Pest Control	286.86	120082	05/24/2017	Lawn Treatment
06/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	120180	06/07/2017	Monthly lawn maintenance
07/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	120273	07/06/2017	Oakhaven Monthly Lawn Service
08/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	120356	08/04/2017	Monthly Lawn Service
08/10/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Green Magic, Lawn, Tree and Shrub Health	286.86	120393	08/10/2017	Lawn Treatment, Fertilizer, Fire Ant Control
09/05/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	120472	09/07/2017	Monthly Lawn Service
10/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	120567	10/05/2017	Monthly Lawn Service
11/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	120653	11/06/2017	monthly lawn service
11/21/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Aggieland Termite and Pest Control	286.86	120688	11/22/2017	lawn treatment
12/07/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ruffino Lawn Maintenance	730.69	120758	12/07/2017	lawn services

10,348.72

6540 - Management Fee

01/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	110211	01/04/2017	Management Fee for 01/2017
02/02/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	110308	02/02/2017	Management Fee for 02/2017
03/02/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	110422	03/02/2017	Management Fee for 03/2017
04/05/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	110533	04/05/2017	Management Fee for 04/2017

Expense Distribution Report

Bill Date	Property Name	Unit	Property Address	Payee	Amount	Check #	Check Date	Description
05/02/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120014	05/02/2017	Management Fee for 05/2017
06/07/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120189	06/07/2017	Management Fee for 06/2017
07/05/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120238	07/05/2017	Management Fee for 07/2017
08/01/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120321	08/01/2017	Management Fee for 08/2017
09/05/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120435	09/05/2017	Management Fee for 09/2017
10/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120531	10/03/2017	Management Fee for 10/2017
11/02/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120622	11/02/2017	Management Fee for 11/2017
12/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	BVP Management, Inc.	372.00	120717	12/04/2017	Management Fee for 12/2017
					4,464.00			

6695 - Pest Control

02/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	RP Lee Termite & Pest Control	503.36	110334	02/06/2017	Pest Control
04/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Joe Loudat DBA/	54.13	110553	04/07/2017	Remove wasp and hornets nest (reeves)
06/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	RP Lee Termite & Pest Control	503.36	120179	06/07/2017	Quarterly pest control
07/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	RP Lee Termite & Pest Control	54.13	120272	07/06/2017	Termite inspection for 2815 Oakside
08/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Joe Loudat DBA/	54.13	120352	08/04/2017	Remove wasp and hornets nest
08/14/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	RP Lee Termite & Pest Control	503.36	120405	08/14/2017	Quarterly Pest Control
10/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Joe Loudat DBA/	86.60	120562	10/05/2017	rats and mice 2825
11/21/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	RP Lee Termite & Pest Control	503.36	120694	11/22/2017	TERMITE TREATMENT
					2,262.43			

6700 - Plumbing Expense

05/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Twin City Plumbing LLC	75.00	120043	05/05/2017	unclogged drainage line - gutters 2807
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Expense Distribution Report

	Bill Date	Property Name	Unit	Property Address	Payee	Amount	Check #	Check Date	Description
	06/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Twin City Plumbing LLC	102.06	120181	06/07/2017	REPAIRED AND REPLACED OUTSIDE LEAKING FAUCET 2809
	06/07/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Orta Plumbing	150.00	120194	06/07/2017	unstopped main sewer drain line - 2803
						327.06			
6705 - Professional Fees									
	04/13/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Ed Slovacek, CPA, PLLC	385.00	110578	04/13/2017	2016 tax
6750 - Roofing Expense									
	03/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	OTR 2000/ On Top Roofing	165.00	110443	03/06/2017	removed and reshingled secondary wall over stairwell
6810 - Utilities									
	01/05/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	37.18	110216	01/05/2017	
	02/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	110316	02/06/2017	
	03/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	110430	03/06/2017	
	04/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	110543	04/07/2017	Utilities
	05/05/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	120025	05/05/2017	Utilities
	06/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	120165	06/07/2017	Oakhaven HOA Utilities
	07/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	120258	07/06/2017	Oakhaven HOA Utilities
	08/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	120339	08/04/2017	utilities
	09/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	120455	09/07/2017	utilities
	10/03/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	120552	10/05/2017	utilities
	11/06/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.42	120639	11/06/2017	utilities
	12/04/2017	Oakhaven Townhomes		Oakside Dr Bryan, TX 77802	Bryan Texas Utilities	36.43	120737	12/06/2017	utilities
						437.81			
Total						44,014.70			



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Statement Date

1/22/2018

3599 1 AB 0.408

Account No

OAKHAVEN COMMUNITY ASSOCIATION, INC.

Page 1 of 3

903 TEXAS AVE S

COLLEGE STATION TX 77840-2228



On June 14, 2016, the Federal Bureau of Investigation issued a Public Service Announcement entitled BUSINESS E-MAIL COMPROMISE: THE 3.1 BILLION DOLLAR SCAM. You can read the full announcement on their website: <https://www.ic3.gov/media/2016/160614.aspx>.

Wire transfers and/or ACH origination instructions that are initiated by email, fax, and telephone represent a significant risk for fraud. Email accounts can be hacked and hijacked. Fax numbers can be spoofed and emulated with signatures scanned and pasted. Voice calls can never be authenticated without additional verification methods, such as a call back and/or PIN.

Unfortunately, there have been increasing instances where individuals or companies fall victim to wire transfer and/or ACH origination scams perpetrated through fake emails, faxes, or voice requests - often from people they believe to be senior executives of their own company, legitimate vendors, or customers. Don't be a victim. Always question wiring instructions or ACH origination instructions sent by email, fax, or telephone - especially those with last minute changes for an intended beneficiary.

For more information regarding online security and fraud prevention, visit our website at <https://www.prosperitybankusa.com/fraud-prevention.aspx>.

STATEMENT SUMMARY

TX Small Business Check Account No

12/26/2017	Beginning Balance		\$13,270.86
	0 Deposits/Other Credits	+	\$0.00
	0 Checks/Other Debits	-	\$0.00
01/22/2018	Ending Balance	28 Days in Statement Period	\$13,270.86

TOTAL OVERDRAFT FEES

	Total For This Period	Total Year-to-Date	Previous Year Total
Total Overdraft Fees	\$0.00	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00	\$0.00

DAILY ENDING BALANCE

Date	Balance
12-26	\$13,270.86

HOA Delinquency

Properties: Oakhaven Townhomes - Oakside Dr Bryan, TX 77802

Tenant Status: Current and Notice

Amount Owed In Account: All

Balance: Greater than 140.00

Unit	Name	Amount Receivable	30+	60+	90+
Oakhaven Townhomes - Oakside Dr Bryan, TX 77802					
2829		230.00	90.00	0.00	0.00
2831		480.00	340.00	200.00	60.00
		710.00	430.00	200.00	60.00
Total		710.00	430.00	200.00	60.00

OAKHAVEN COMMUNITY ASSOCIATION

	2017 Budget	2017 Actual	2018 Budget		
Income:					
HOA DUES:	49290	100% 50408.11	52080	100%	
LATE FEES/VIOLATIONS		105			
Total Income:	49290	50513.11	52080		
Expenses:					
Insurance	15960	16014	16000 *		
General Maintenance	8500	4453.18	4000		
Legal/Professional Fees	800	460	1000		
Management Fees	4464	4464	4464 *		
Lawn Maintenance	11000	10348.72	11000 *		
Pest Control	2100	2262.43	2100		
Plumbing	300	327.06	300		
Roofing Repairs	500	165	200		
Utilities	450	437.81	450 *		
Special Projects	0	0	0		
Transfer to Reserves	4789.5	4882.5	5208 *		
Office Expense	25				
Total Expenses:	48888.5	43814.7	44722	37122	99.79
Total Difference:	401.5	6698.41	7358		
Operating Balance as of 12/31/2017 11,723.40					
Reserve Account Balance as of 1 1/22/2018 13,270.86					

Lindsey Niemeyer
 Brazos Valley Property Mgmt.
 lindseyn@century21bcs.com
 Ph:

CMA 1 - Line

Prepared By: Lindsey Niemeyer

Listings as of 01/23/18 at 9:04 am

Property Type is 'Residential' Status is one of 'Active', 'Offer Pending Signature' Status is 'Sold' Status Contractual Search Date is 01/01/2017+ Status is one of 'Option Contract', 'Under Contract' Status Contractual Search Date is 01/23/2018 to 07/27/2017 Subdivision Code is 'Oakhaven'

Residential

Sold Properties

MLS #	Address	Unit #	# Bd	# F/H Bth	GarCap	Subd Code	Yr Blt	Apx Ht Ar	LP/SqFt	List Price	Sold Price	AvgSP\$/Sqft	Sold Date	SP%LP	DOM
17006416	2849 Oakside Drive		2	1/-		Oakhaven	1981	1,010	\$108.81	\$109,900	\$105,000	\$103.96	06/30/2017	95.54	9
17006812	2805 Oakside Drive		2	2/1	2	Oakhaven	1981	1,221	\$108.03	\$131,900	\$135,000	\$110.57	06/16/2017	102.35	30
17009305	2827 Oakside Drive		2	2/1	2	Oakhaven	1981	1,473	\$91.65	\$135,000	\$135,500	\$91.99	07/14/2017	100.37	39
# LISTINGS:		3	Medians:				1981	1,221	\$108.03	\$131,900	\$135,000	\$103.96		100.37	30
			Minimums:				1981	1,010	\$91.65	\$109,900	\$105,000	\$91.99		95.54	9
			Maximums:				1981	1,473	\$108.81	\$135,000	\$135,500	\$110.57		102.35	39
			Averages:				1981	1,235	\$102.83	\$125,600	\$125,167	\$102.17		99.42	26

Quick Statistics (3 Listings Total)

	Min	Max	Average	Median
List Price	\$109,900	\$135,000	\$125,600	\$131,900
Sold Price	\$105,000	\$135,500	\$125,167	\$135,000

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*** This represents an estimated sale price for this property. It is not the same as the opinion of value in an appraisal developed by a licensed appraiser under the Uniform Standards of Professional Appraisal Practice ***

Basic descriptive info only; Not guaranteed. Sizes and taxes are approximate.

ACORD™ CERTIFICATE OF PROPERTY INSURANCEDATE
5/22/2017PRODUCER PH (979) 764-8444 FAX (979) 694-7603
Dexter & Company of Central Texas, Inc.
1509 Emerald Parkway
Suite 103
College Station TX 77845THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE
COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

COMPANY
A Hanover Insurance GroupCOMPANY
BCOMPANY
CCOMPANY
DINSURED
Oak Haven Community Association
c/o Sherrian Gondesen
526 University Drive East, Bldg B
College Station TX 77840

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD
INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS
CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS,
EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	COVERED PROPERTY	LIMITS
A	PROPERTY	ODD-8972900	3/1/2017	3/1/2018	<input checked="" type="checkbox"/> BUILDING	\$ 3,192,842
	CAUSES OF LOSS				<input type="checkbox"/> PERSONAL PROPERTY	\$
	<input type="checkbox"/> BASIC				<input type="checkbox"/> BUSINESS INCOME	\$
	<input type="checkbox"/> BROAD				<input type="checkbox"/> EXTRA EXPENSE	\$
	<input checked="" type="checkbox"/> SPECIAL				<input type="checkbox"/> BLANKET BUILDING	\$
	<input type="checkbox"/> EARTHQUAKE				<input type="checkbox"/> BLANKET PERS PROP	\$
	<input type="checkbox"/> FLOOD				<input type="checkbox"/> BLANKET BLDG & PP	\$
	<input checked="" type="checkbox"/> \$5,000 deductible				<input checked="" type="checkbox"/> Replacement Cost	\$
	INLAND MARINE				<input type="checkbox"/>	\$
	TYPE OF POLICY				<input type="checkbox"/>	\$
	CAUSES OF LOSS				<input type="checkbox"/>	\$
	<input type="checkbox"/> NAMED PERILS				<input type="checkbox"/>	\$
	<input type="checkbox"/> OTHER				<input type="checkbox"/>	\$
	CRIME				<input type="checkbox"/>	\$
	TYPE OF POLICY				<input type="checkbox"/>	\$
					<input type="checkbox"/>	\$
	BOILER & MACHINERY				<input type="checkbox"/>	\$
					<input type="checkbox"/>	\$
	OTHER					

LOCATION OF PREMISES/DESCRIPTION OF PROPERTY

Full Replacement Cost Policy
Wind & Hail Coverage Included
8 Buildings, 31 units

SPECIAL CONDITIONS/OTHER COVERAGES

CERTIFICATE HOLDER

Evidence of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE
EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL
10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT,
BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY
OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.AUTHORIZED REPRESENTATIVE
Stan Jones/STANJ



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/22/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dexter & Company of Central Texas 4030 State Highway 6 South Suite 101 College Station TX 77845		CONTACT NAME: Karla Dreier-Gligoor PHONE (A/C, No, Ext): (979) 764-8444 E-MAIL ADDRESS: kdreier@dextercompany.com FAX (A/C, No): (979) 894-7803	
INSURED OAK HAVEN COMMUNITY DBA OAK HAVEN COMMUNITY C/O TERRY THIGPEN, 903 TEXAS AVE S COLLEGE STATION TX 77840		INSURER(S) AFFORDING COVERAGE INSURER A: Mass Bay INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** CL1812204358**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR NSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		ODD8872800	03/01/2018	03/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG Directors & Officers of \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage applies to: 2801-2849 Oakside Dr Bryan, TX 77802.

Except with respect to the Limits of Insurance, Separation of Insureds applies as if each Named Insured were the only Named Insured.

CERTIFICATE HOLDER**CANCELLATION**

Certificate of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Proposal #1
Siding and Roof Replacement
Estimate

	Roofing	Siding	Total
Grand Champion Roofing	128,550.00	298,500.00	427,050.00
Per unit	4,146.77	9,630.65	13,777.42

If a Loan is used: $427,100.00 - (10\% \text{ down payment}) = 42,710.00$ **(1377.74 per unit)**
 $427,100.00 - 42,710.00 = 384,390.00$ (Loan amount)
 $384,390.00 @ 5.5\% \text{ over } 15 \text{ years} = 3,140.79$ monthly loan payment
3140.79 /31 units = 101.32 per unit, per month dues increase (estimate)

SuperSiding	No Bid	197,620.00	
Lone Star Roofing	114,342.00	No Bid	311,962.00
Per unit	3,688.45	6,374.84	10,063.29

If a Loan is used: $311,962.00 - (10\% \text{ down payment}) = 31,196.20$ **(1006.33 per unit)**
 $311,962.00 - 31,196.20 = 280,765.80$ (loan amount)
 $280,765.80 @ 5.5\% \text{ over } 15 \text{ years} = 2,294.09$ monthly loan payment
2,294.09 /31 units = 74.00 per unit, per month dues increase (estimate)

Proposal #2

Siding and Roof Replacement

(Estimate)

If owners pay for the roofing and use a loan to pay for the siding.

		Total	Cost per Unit
Grand Champion Roofing	128,550.00	128,550.00	4,146.77

Grand Champion Siding:

If a Loan is used: Siding Cost 298,500.00 – (10% down payment) = 29,850.00 (962.90 per unit)
298,500.00 – 29,850.00 = 268,650.00 (loan amount)
268,650.00 @ 5.5% over 15 years = 2,195.09 monthly loan payment
2,195.09 / 31 units = 70.81 per unit, per month dues increase (estimate)

		Total	Cost per Unit
Lone Star Roofing	114,342.00	114,342.00	3,688.45

Super Siding:

If a Loan is used: Siding Cost 197,620.00 – (10% down payment) = 19,762.00 (637.48 per unit)
197,620.00 – 19,762.00 = 177,858.00 (loan amount)
177,858.00 @ 5.5% over 15 years = 1,453.25 monthly loan payment
1,453.25 / 31 units = 46.88 per unit, per month dues increase (estimate)