



Beal Properties
903 S. Texas Avenue
College Station, TX 77840
(979)764-2500 www.bealbcs.com

Old Oaks HOA Board Meeting March 17, 2022 @ 6pm

Agenda

Call to Order & Roll Call

Review & Approval Previous Meeting Minutes

- November 2021 Board Meeting

Financial Report

- YTD Cash Flow
- YTD Expense Distribution
- Reserve Account Balance

Management Reports

- Delinquency
- Maintenance
- Violations

Unfinished Business

- Financial Concerns:
 - New Checking Account – Signors
 - Final cost for Roof & Trimming
- Maintenance work
 - Recurring hole/main pipe unit 10
 - Boardwalk Issues
 - Lawn Care Bids
 - Frontier Approval Unit #32

New Business

- 2022 Budget
- Annual Meeting – Date / Time / Location

Next meeting April 26 2022 @ 6:00 pm

Adjourn

Old Oaks Condominium Owners Association
Board Meeting Notes

November 18, 2021 @6:04 to 7:09

Present: Ms. Myers (Beal) Ms. Quattlebaum (President)

Zoom : Ms. Bouse (Board Member), Ms. Shudell (Secretary), Mr. Solom (Board Member)

Zoom via phone after meeting started: Ms. Menn (Vice President)

Beal Financial Report:

Operating account Cash Flow Review from 1/1/21 to 11/3/21

Insurance Claim Receipts: \$68,421.71 + Dues collected \$72,945.00 + Late Fees \$30.00 – expenses \$52,751.50 = Net income of \$88,645.21 – Prepayments \$2,250.00 + Beginning balance \$10,628.91 = \$97,024.12 in cash operating account

Reserve Account Review as of 9/30/21 is \$40,550.30

Unfinished Business

-Refinance Loan with Prosperity Bank with additional principle in order to facilitate replacement of our hail-damaged roofs:

Current Loan: Balance \$182,564.43 for 126 months (10.5 years) @ 4.75% currently, but is ARM (Annually Rate Adjusted Mortgage).

Current Monthly Payment: \$1,801.16

Refinance option #1

Add \$30,000 to the balance for a total of \$212,564.43 for 126 months (10.5 years) @4.25% fixed. Monthly payment would be \$2,094.27 (increase of \$293.11 per month)

Refinance Option #2

Add \$45,000 to the balance for a total of \$227,564.43 for 180 months (15 years) @ 4.25% fixed. Monthly payment would be \$1,755.42 (decrease of \$45.74 from our current dues owed).

Beal recommended the 15 year option (option 2) but pre-pay more than the expected monthly payment that is due, in order to pay off the loan quicker. A phone call to Mr. Thigpin was placed in order to confirm his understanding that there is no penalties for early repayment. It was relayed that there are no penalties.

The President made a motion to accept the terms of Refinance option #2. Motion was seconded by Mr. Solom. The Board voted unanimously “Aye” to the motion. None of the Board voted “opposed” (4 members of the Board were present for the vote. There are 6 members on the Board. The motion passed with 4 votes and 2 Board members were absent. Ms. Menn had not yet joined the meeting.)

Roof Replacement

Beal informed us that Grandchamp's bid is valid until November 15, 2021. It is for the 30-year shingle with the same color as we currently have on the buildings. Their bid also comes with a 10 year warranty on their labor.

Mr. Solom stated he liked the quality of the work done by Grandchamp's in their previous work. The Board requested a second bid from another roofer. Beal will email a second bid to them.

Board members were advised to attempt to make a decision by November 15, 2021, if possible.

New Business

Landscape Maintenance

Lawn Stars was informed that the Board did not accept his proposed new higher bid effective for November. He came to the property on November 8, 2021 and performed yard maintenance anyway. The Board directed Beal to seek his bill for this service and discontinue his contract.

Some members of the Board had previously begun work on the new bid form and will email this to the rest of the Board. Until the new bid is approved, Mr. Robert Walker was requested to come to the property in the 1st half of the months of December and January to check and clear the drain in front of unit #7 and to the side of unit #18. This will allow the Board time to prepare and finalize a work bid for lawn maintenance.

Beal asked if any of the Board members had any particular company that the Board wanted to get a bid from. One member said she will email something to Beal.

Beal was informed that there is a problem with the boardwalk between unit 21 and 22. Part of the wood has become rotten, and they are requested to look into getting this fixed.

Insurance Renewal

Our insurance is up for renewal on December 21, 2021.

Beal was requested to request bids about November 19, 2021 just before the Thanksgiving Holiday.

Beal intends to request 3 bids. (From Farmers, Beal & Winn, and SIG)

Any Board member who would like additional companies to bid is welcome to email the information to Beal.

New Operating Account from Prosperity Bank is to be investigated

Board approved requesting to know what options are available at Prosperity Bank for a new Commercial Bank account for our operating account. Per Beal's recommendation, we hope to make bill paying easier, with less likelihood of error, and have an easier way to review of our operating account, and abide by State Rules governing COA's. If their terms are found to be acceptable, Beal will open the account and may set up an automatic bill pay for BTU's two monthly bills and payment of our loan.

Drainage Easement

Board and Beal still intend to further investigate the terms of the drainage easement between us and the property on Briar Oaks. We understand that our easement is for one of two uses. The easement is either for an overland water easement or an underground infrastructure drainage easement. We will continue to pursue this investigation.

Form AP-206

Beal intends to complete this form before our next meeting in March of 2022, and before our next filing date in April of 2022.

Next meeting is scheduled for March 9, 2022 @ 6 pm.

Meeting adjourned at 7:09 pm

Cash Flow

Beal Properties

Properties: Old Oaks Condos - 3923 Old Oaks Bryan, TX 77802

Date Range: 01/01/2022 to 03/17/2022 (This Year-to-date)

Accounting Basis: Cash

Level of Detail: Detail View

Include Zero Balance GL Accounts: No

| 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 | 0.52 | 105.00 | 0.52 |
| Homeowners Association Dues | 20,000.00 | 99.48 | 20,000.00 | 99.48 |
| Total Operating Income | 20,105.00 | 100.00 | 20,105.00 | 100.00 |
| Expense | | | | |
| Bank Fees/Office Expenses | 1,136.64 | 5.65 | 1,136.64 | 5.65 |
| Mortgage Payment Expense | 264.63 | 1.32 | 264.63 | 1.32 |
| Insurance | 17,679.27 | 87.93 | 17,679.27 | 87.93 |
| Transfer to Reserves | 2,064.00 | 10.27 | 2,064.00 | 10.27 |
| Legal Fees | 750.00 | 3.73 | 750.00 | 3.73 |
| Lawn/Property Maintenance | -369.61 | -1.84 | -369.61 | -1.84 |
| Special Projects | 77,160.00 | 383.79 | 77,160.00 | 383.79 |
| Management Fee | 1,350.00 | 6.71 | 1,350.00 | 6.71 |
| Mortgage/Note Payment | 6,017.94 | 29.93 | 6,017.94 | 29.93 |
| Pest Control | 357.24 | 1.78 | 357.24 | 1.78 |
| Plumbing Expense | 160.00 | 0.80 | 160.00 | 0.80 |
| Porter Service | 50.00 | 0.25 | 50.00 | 0.25 |
| Tax Expense | 2.35 | 0.01 | 2.35 | 0.01 |
| Utilities | 3,147.00 | 15.65 | 3,147.00 | 15.65 |
| Total Operating Expense | 109,769.46 | 545.98 | 109,769.46 | 545.98 |
| NOI - Net Operating Income | -89,664.46 | -445.98 | -89,664.46 | -445.98 |
| Total Income | 20,105.00 | 100.00 | 20,105.00 | 100.00 |
| Total Expense | 109,769.46 | 545.98 | 109,769.46 | 545.98 |
| Net Income | -89,664.46 | -445.98 | -89,664.46 | -445.98 |
| Other Items | | | | |
| Prepayments | -1,470.00 | | -1,470.00 | |
| Net Other Items | -1,470.00 | | -1,470.00 | |
| Cash Flow | -91,134.46 | | -91,134.46 | |
| Beginning Cash | 103,274.82 | | 103,274.82 | |
| Beginning Cash + Cash Flow | 12,140.36 | | 12,140.36 | |
| Actual Ending Cash | 12,140.36 | | 12,140.36 | |

Expense Distribution

Exported On: 03/17/2022 11:04 AM

Properties: Old Oaks Condos - 3923 Old Oaks Bryan, TX 77802

Payees: All

Bill Date Range: 01/01/2022 to 03/17/2022 (This Year-to-date)

| Reference | Bill Date | Unit | Payee | Amount | Check # | Check Date | Description |
|---|------------|------|---------------------------------------|-------------------|---------|------------|--|
| 2270 - Clearing-Tenant Deposits | | | | | | | |
| | 03/14/2022 | 01 | Mary & David Bock | 430.00 | 125103 | 03/14/2022 | Mary & David Bock, Old Oaks Condos - 01: Move Out Refund |
| 6045 - Bank Fees/Office Expenses | | | | | | | |
| 00001 | 01/04/2022 | | Prosperity Bank | 1,136.64 | 124959 | 01/04/2022 | origination fee - refinancing the loan |
| 6104 - Mortgage Payment Expense | | | | | | | |
| 00002 | 01/04/2022 | | Prosperity Bank | 264.63 | 124962 | 01/05/2022 | Interest payment for refinancing loan |
| 6470 - Insurance | | | | | | | |
| STC0001620-01 | 01/25/2022 | | Service Insurance Group | 6,288.00 | 125003 | 01/25/2022 | Total Yearly Insurance Premium Insurance Premium |
| 102954 | 01/25/2022 | | Safepoint Insurance | 11,041.00 | 125004 | 01/25/2022 | |
| STC0001620-01 | 02/08/2022 | | Service Insurance Group | 350.27 | 125051 | 02/08/2022 | |
| | | | | 17,679.27 | | | |
| 6471 - Transfer to Reserves | | | | | | | |
| | 01/01/2022 | | Old Oaks | 688.00 | 124951 | 01/03/2022 | January 2022 - Transfer to Reserves |
| | 02/01/2022 | | Old Oaks | 688.00 | 125019 | 02/03/2022 | February 2022 - Transfer to Reserves |
| | 03/01/2022 | | Old Oaks | 688.00 | 125071 | 03/02/2022 | March 2022 - Transfer to Reserves |
| | | | | 2,064.00 | | | |
| 6473 - Legal Fees | | | | | | | |
| 38551 | 01/04/2022 | | West, Webb, Allbritton & Gentry, PC | 750.00 | 124961 | 01/04/2022 | Preparation of Loan Documents |
| 6531 - Special Projects | | | | | | | |
| 77802 | 01/18/2022 | | Brazos Valley Stump Grinding and Tree | 8,660.00 | 124992 | 01/19/2022 | Remove several trees from complex |
| 00003 | 01/31/2022 | | Grandchamp Roofing | 68,500.00 | 125011 | 01/31/2022 | Final Payment for Roof Replacement |
| | | | | 77,160.00 | | | |
| 6540 - Management Fee | | | | | | | |
| | 01/12/2022 | | Beal Properties | 450.00 | 124986 | 01/14/2022 | Management Fee for 01/2022 |
| | 02/10/2022 | | Beal Properties | 450.00 | 125054 | 02/10/2022 | Management Fee for 02/2022 |
| | 03/14/2022 | | Beal Properties | 450.00 | 125102 | 03/14/2022 | Management Fee for 03/2022 |
| | | | | 1,350.00 | | | |
| 6560 - Mortgage/Note Payment | | | | | | | |
| 0001073608 | 01/24/2022 | | Prosperity Bank. | 2,005.98 | 125002 | 01/24/2022 | Renovation and refinanced loan |
| | 02/01/2022 | | Prosperity Bank. | 2,005.98 | 125026 | 02/03/2022 | February 2022 - Siding Renovation Loan |
| | 03/01/2022 | | Prosperity Bank. | 2,005.98 | 125078 | 03/02/2022 | March 2022 - Siding Renovation Loan |
| | | | | 6,017.94 | | | |
| 6695 - Pest Control | | | | | | | |
| 24657 | 01/07/2022 | | Joe Loudat DBA/ | 119.08 | 124964 | 01/07/2022 | Monthly Pest Control |
| 24816 | 02/07/2022 | | Joe Loudat DBA/ | 119.08 | 125041 | 02/08/2022 | Monthly Pest Control |
| 24953 | 03/07/2022 | | Joe Loudat DBA/ | 119.08 | 125090 | 03/07/2022 | Monthly Pest Control |
| | | | | 357.24 | | | |
| 6700 - Plumbing Expense | | | | | | | |
| 4333 | 02/07/2022 | | Twin City Plumbing LLC | 160.00 | 125048 | 02/08/2022 | #13 - Replaced 1/2" water line in attic do to water leak caused by a nail. |
| 6701 - Porter Service | | | | | | | |
| 2358 | 02/07/2022 | | Robert Walker | 50.00 | 125030 | 02/07/2022 | Bulk pick up- posted doors |
| 6755 - Tax Expense | | | | | | | |
| 94445 - 423770 | 01/25/2022 | | Kristeen Roe, Tax A/C | 2.35 | 125013 | 01/31/2022 | 2022 Property Taxes |
| 6810 - Utilities | | | | | | | |
| 2325148 | 01/27/2022 | | Bryan Texas Utilities | 1,038.75 | 125008 | 01/27/2022 | utilities - water |
| 2062501 | 01/27/2022 | | Bryan Texas Utilities | 27.29 | 125008 | 01/27/2022 | utilities - electrical |
| 2325148 | 02/28/2022 | | Bryan Texas Utilities | 1,007.63 | 125066 | 02/28/2022 | utilities - water |
| 2062501 | 02/28/2022 | | Bryan Texas Utilities | 28.15 | 125066 | 02/28/2022 | utilities - electrical |
| 2325148 | 03/07/2022 | | Bryan Texas Utilities | 1,017.63 | 125084 | 03/07/2022 | utilities - water |
| 2062501 | 03/07/2022 | | Bryan Texas Utilities | 27.55 | 125084 | 03/07/2022 | utilities - electrical |
| | | | | 3,147.00 | | | |
| Total | | | | 110,569.07 | | | |



Visit us online at ProsperityBankUSA.com

Statement Date 2/28/2022

2638 1 AV 0.426
 OLD OAKS CONDOMINIUM OWNERS ASSOC
 RESERVE ACCOUNT
 3363 UNIVERSITY DR E STE 215
 BRYAN TX 77802-3470

Account No ****7848

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STATEMENT SUMMARY TX Business Premier Money Market Account No ****7848

| | | | |
|------------|--------------------------|-----------------------------|-------------|
| 02/01/2022 | Beginning Balance | | \$43,309.41 |
| | 2 Deposits/Other Credits | + | \$689.68 |
| | 0 Checks/Other Debits | - | \$0.00 |
| 02/28/2022 | Ending Balance | 28 Days in Statement Period | \$43,999.09 |
| | Total Enclosures | | 1 |

DEPOSITS/OTHER CREDITS

| Date | Description | Amount |
|------------|------------------------------------|----------|
| 02/04/2022 | Deposit | \$688.00 |
| 02/28/2022 | Accr Earning Pymt Added to Account | \$1.68 |

TOTAL OVERDRAFT FEES

| | Total For This Period | Total Year-to-Date |
|------------------------|-----------------------|--------------------|
| Total Overdraft Fees | \$0.00 | \$0.00 |
| Total Return Item Fees | \$0.00 | \$0.00 |

DAILY ENDING BALANCE

| Date | Balance | Date | Balance | Date | Balance |
|-------|-------------|-------|-------------|-------|-------------|
| 02-01 | \$43,309.41 | 02-04 | \$43,997.41 | 02-28 | \$43,999.09 |

EARNINGS SUMMARY

** Below is an itemization of the Earnings paid this period. **

| | | | |
|---------------------------|--------|--------------------------------|--------|
| Interest Paid This Period | \$1.68 | Annual Percentage Yield Earned | 0.05 % |
| Interest Paid YTD | \$3.52 | Days in Earnings Period | 28 |

9001



103021 : 00263801



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903 S. Texas Avenue
College Station, TX 77840
(979)764-2500 www.bealbcs.com

March 17, 2022

Old Oaks Management Report

Delinquency Status: At the end of February the total outstanding dues owed to the HOA were \$3,205.85. One account makes up \$2,018.52 of that balance.

Violation Report: Beal is currently driving the property every 3 weeks. There are 4 outstanding violations right now. 1 ACC violation, and 3 bbq grills that we are working to get corrected. Beal Strongly urges the Board to put together a letter regarding violations and possibly put together some type of neighborhood spring clean up day.

Maintenance Report: There are no outstanding work orders as of today. However, there are several Maintenance issues Beal would like to bring a few items to the attention of the Board for discussion on future projects throughout the complex.

- When we walked to complex after the roofing project with Grandchamp Roofing, it was pointed out that several of the short roofs over the front doors have support beams that are rotted or coming apart from the siding
- Some unit numbers are missing
- Boardwalk Issues
- Errosion Behind Bldg 1 at the Creek
- Railroad Ties – landscaping boxes

OLD OAKS OWNERS CONDOMINIUM ASSOCIATION

| | 2021 Budget | 2021 Actual | 2022 Budget |
|--|-----------------|-------------------|-----------------|
| Income | | | |
| HOA Dues | 82560 | 82462.67 | 82560 |
| Late / Violations | | 105 | |
| Pre paid Dues | | -995 | |
| Insurance reimbursement | | 68421.71 | |
| Total Income | 82560 | 149994.38 | 82560 |
| Expenses: | | | |
| Porter Service | 135 | 125 | 125 |
| Lawn Maintenance | 8000 | 6624.93 | 7000 * |
| Insurance | 19000 | 18184 * | 17679.27 |
| Office / Postage | 0 | 0 | 1150 loan |
| Pest Control | 1500 | 1428.96 | 1500 |
| Plumbing | 350 | 280 | 350 |
| Utility | 12500 | 12485.48 | 12500 |
| HOA Management | 5400 | 5400 | 5400 |
| General Maintenance | 2500 | 2275.34 | 2500 |
| Legal / Professional | 300 | 660 | 1000 loan |
| Electrical | 500 | 0 | 500 |
| Special Projects | 0 | 0 | |
| Parking Lot | 0 | 0 | 0 |
| Property Taxes | 2.5 | 0 | 2.35 |
| Reserve Account | 8256 | 8256 | 8256 * |
| Renovation payment | 21613.92 | 19812.76 | 24071.4 * |
| Total Expense | 80057.42 | 75532.47 | 82034.02 |
| Total Difference | 2502.58 | 74461.91 | 525.98 |
| Reserve Bank Account Balance 12/31/2021 | | 42,169.57 | |
| Balance on Renovation Loan as c 3/17/2022 | | 223,402.00 | |



BCS LAWN AND MORE

MONTHLY LAWN MAINTENANCE

Estimate canceled

Estimate #000024

February 14, 2022

Customer

OLD OAKS CONDO (CO Persia, Burgess)
persia@bealbcs.com
+1 (979) 764-2500
3923 Old Oaks Bryan, TX 77802.
Bryan, TX 77802

Additional Recipients

shudhad59@gmail.com

Message

We look forward to working with you.

Attachments

OLD OAKS CONDO.pdf

| | |
|--------------------------------------|-----------------|
| Complete Lawn | \$400.00 |
| Edge, Weedeat, Mow and Blow | |
| <i>UPDATED SVC SCHEDULE ATTACHED</i> | |

A TRIP EVERY 24DAYS or we can move the trips to fit the growing season.

15 trips a year @ \$320 per trip and \$400 per month service schedule attached

Let me know if there are any questions or concerns!

| | |
|-----------|----------|
| Subtotal | \$400.00 |
| Sales Tax | \$33.00 |

\$ 433.00





Excel Landscaping & Lawncare Inc.

PO Box 5534

Bryan Tx, 77805

Kevin Meier- (979) 412-3186

Cody Meier- (979) 436-1623



Contract

Oaks Condominiums

3923 Old Oaks

Bryan, TX 77802.

General Provisions

A. Scope of Work

The contractor shall provide all materials, equipment, labor and supervisions to perform all services throughout the year.

B. Insurance

The contractor will at times maintain general liability and property damage coverage for the protection of Excel and the client.

Proposed Work

Lawn Management

A. This proposal is based on 38 visits per year to be performed as follows:

| | | | | |
|--------|---------|--------|----------|--------|
| Jan: 1 | Feb: 2 | Mar: 4 | April: 4 | May: 5 |
| Jun: 4 | July: 4 | Aug: 5 | Sep: 4 | Oct: 4 |
| Nov: 2 | Dec: 1 | | | |

This lawn cutting schedule is designed for warm season grasses only.

B. Each lawn cutting will include the following services in the primary care areas:

1. Picking up litter on the areas that are mowed and in all beds.
2. Mowing of all grassy areas.

3. Edging of all walkways
4. Trimming of fringe left by mowers around buildings, posts, trees and other raised objects. May use chemicals where not unsightly.
5. Mowing of parking lot, walkways, and curb areas.
6. Keeping all weeds from bed areas, buildings, parking lot area and around trees and Crepe Myrtles.
7. Weeding of all beds to be performed manually or chemically monthly.

C. Shrubs and ground cover management:

1. Shrubs and roses will be trimmed on an as needed basis.
2. Ground cover shall be edged to keep in bounds and trimmed as necessary to achieve an overall even appearance.
3. Eliminate all weeds in drive, sidewalk, parking lot areas and beds on a weekly basis.

D. Fertilization of all grassy areas to be performed in April and September.

E. Tree trimming: Crepe Myrtles to be trimmed in January of each year.

F. Monitoring of irrigation system:

1. Irrigation system to be run at homeowners request and any repair work to be billed at \$65.00 per hour plus parts.

Cost per Month: \$760 (Tax has not been included)

- Additional services offered upon managers request:
 Mulching of beds, re-landscaping and planting of new plants, spraying of trees or grassy areas for fungus, trimming of tree above 8ft, concrete install, drain install, irrigation installation and repairs.

Thank you for your consideration,

Kevin Meier / Excel Owner

 Cody Meier / Manager



1122 Fawn Lake Dr.

Bryan, TX 77808

Agreement made this _____ day of _____, 2022 by Lemmond Lawncare & Landscapes and Old Oaks Condominiums

Terms of Agreement

1. The purpose of this agreement is to state the terms and conditions under which Lemmond Lawn Care will provide lawn and landscape services for the customer.
2. The term of this agreement shall begin on the _____ day of _____, 2022 and shall continue in effect until the _____ day of _____, 2023
3. Service Location: **3923 Old Oaks Bryan, TX 77802**

Services to be Performed

Lemmond Lawncare agrees to perform the following services, weather permitting, pursuant to the following agreed schedule. At times when the weather will not permit a scheduled visit, you will be rescheduled on the next day conditions will allow. You will receive the specified number of visits for this period, so this will not affect your payment schedule.

Lawn Services:

1. All contracted lawn areas will be mowed at the proper height for the type of turf and the season involved. Areas will be blade/string-trimmed and edged to maintain a manicure appearance
2. All sidewalks will be edged around the entire contracted area
3. Blow off all paved areas, flower beds and clean and remove all debris left by our work
4. Blue area, 1/year string trimming
5. Yellow area, monthly lawn service
6. Purple area, string trimming once a month
7. Orange area, clean out drain pipe monthly
8. Quarterly leaf clean-up

Scheduled Mowing visits (Old Oaks Condominiums)

| Month of: | Number of Visits: |
|------------------|--------------------------|
| January | 1 |
| February | 1 |
| March | 1 |
| April | 1 |
| May | 1 |
| June | 1 |
| July | 1 |
| August | 1 |
| September | 1 |
| October | 1 |
| November | 1 |
| December | 1 |

Total Mowing's = 12

Monthly Price for lawn services listed above: \$1,349.51 (Sales Tax Included)

The signatures below indicate agreement to perform the work outlined in the attached work schedules and payments specifications outlined above, and **Lemmond Lawn Care** the authorization to begin work effectively _____, 2022 through _____, 2023.

Authorized agent of Property

Date

Austin Lemmond

Date

lemmondlawncare@yahoo.com
(972)979-3299

Please let me know if you have any questions, or what I need to do to earn your business. I look forward to working with your company this year. Thank you for the opportunity to bid this property.



BEAL
Properties

3363 University Drive East Suite 215
Bryan, TX 77802
(979)764-2500 www.bealbcshoa.com

OLD OAKS LANDSCAPING ESTIMATE:

LOPEZ BOYZ:

They will do the services for \$560.00/3 times a month which brings the total out to \$1680.00 a month.

This company will be doing everything you guys are needing which includes mowing, edging, and weed eating, Quarterly leaf clean up, and cleaning the drainage areas as well as the pipes.