



Beal Properties
3363 University Drive Suite 215
Bryan, TX 77802
(979)764-2500 www.bealbcsahoa.com

Oakwood Townhomes HOA Board Meeting

Tuesday February 6, 2024
6:00 pm @ Beal Properties
& Via Zoom

AGENDA ITEMS

1. Call Meeting to Order
2. Review / Approval Meeting Minutes – October 2023
3. Financial Report – 4th Quarter
 - a. Cash Flow
 - b. Expenses
 - c. Reserve & Loan Balance
4. Management Report
 - a. Delinquency
 - b. Violations
 - c. Maintenance & Projects
5. Old Business
 - a. Parking spots – Renumbering
 - b. Termite Inspections – Send out notices.
 - c. Bldg. inspections - Bids
 - d. Exterior electrical panels – Bids for sealing
 - e. Lawn Care Contract – Board to bring vendors to bid.
6. New Business
 - a. Reserve Study – Waiting on bids
 - b. 2024 Budget – Review & Approval
7. Executive Session
8. Next Meeting April, 10 2024 @ 6 pm
9. Adjourn

OAKWOOD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
BEAL PROPERTIES INC.
3363 University Dr East Suite 215
Bryan, Texas 77820
(979) 764-2500

November 21, 2023

1. Call Meeting to order at 6:00pm
2. Present in attendance:
 - Jim Jamison, HOA Treasurer
 - Victor Castillo, HOA President
 - Opal Richardson-Dillard, HOA Vice President
 - Max Murtaugh, HOA Secretary
 - Rita Pouliotte, HOA Member at Large
 - Toni Myers, HOA Beal Properties Coordinator
3. Toni Myers, (Beal Properties) Went over past meeting mins, minutes were accepted with two changes(no parking stickers with Rapid Recovery & Board voted "no" on moving forward with outgoing mailboxes)
4. Toni Myers, (Beal Properties) Went over the management report from Beal Properties which covered Maintenance, Delinquency, and Violation.
5. Max Murtaugh requested to delay parking lot numbers restriping – The Board agreed to table this project for now.
6. Jim motioned to stop extra payment on loan. Max seconded, All in favor.
7. Max motioned to raise dues to maximum amount of 20%, Jim countered with a \$20 monthly increase in dues and Max seconded, Rita denied, motion past 3 to 1. Dues increase will go into effect January 1st 2024.
8. Jim motioned to have bulk pick up in front of dumpster near the street, Max seconded, All in favor.
9. A discussion about requesting a detailed/itemized invoice from vendors to include a parts and labor breakdown, Beal informed the Board not all Vendors provide those types of invoices but they would make the best effort to only use Vendors with itemized invoices, the Board all agreed not to delay emergency work orders to fill this request however, they would like all future bided and non-emergency projects itemized out.
10. Scheduling of next Broad Meeting and Annual Meeting to Wednesday, January 24th at 6:30pm
11. The meeting has been adjourned at 7:51pm

x  _____

Max Murtaugh

Oakwood Townhomes Secretary



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February 6, 2024

OAKWOOD TOWNHOMES MANAGEMENT REPORT

Delinquency Status: At the end of December 2023, the total outstanding amount owed to the association was \$14,973.81. Three accounts make up the total balance mainly consisting of unpaid dues, late fees and interest charges added to the account. These are currently in collections.

Violation Report: There is one unit reported for trash.

Maintenance Report At the end of the 4th Quarter, Beal has received 14 service requests regarding “possible roof leaks”, animal/rodent and parking (stripping). All of the service requests have been addressed and completed except the work orders that Beal and the Board are currently working on to get resolved.

Beal would like to request your valuable input on any outstanding maintenance issues or future projects for the Association.