



3363 University Dr East Suite 215  
Bryan Texas 77802  
(979)764-2500 [www.bealbcs.com](http://www.bealbcs.com)

**Wood Brook Homeowners Association**  
**3rd Quarter Board of Directors Meeting**  
**October 3<sup>rd</sup>, 2023 @ 6:00pm**

**AGENDA**

1. Call Meeting to Order
  - a. Roll Call
  - b. Approval of Meeting Minutes  
8/15/23
2. Financial Report – 3rd Quarter
  - a. Cash Flow
  - b. Bill Detail
  - c. Reserve Balance
3. Management Report
  - a. Delinquency Status
  - b. Violations Report
  - c. Maintenance Report
  - d. Projects in Progress
4. Old Business
  - a. Pool Furniture
  - b. Parking Lot Repairs (Worst Areas).
  - c. Parking Lot Restriping
  - d. Tree Trimming & Removal
5. New Business
  - a. Roof Replacement
6. Next Meeting \_\_\_\_\_ @  
\_\_\_\_\_ pm
7. Adjourn

WOOD BROOK HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
BEAL PROPERTIES INC.  
3363 University Dr E Suite 215 Bryan, TX 77802

**MINUTES OF THE WOOD BROOK HOMEOWNERS' ASSOCIATION BOARD OF DIRECTORS MEETING**

**Date and time:** Pursuant to Section 5.8 of the bylaws of the Wood Brook Homeowner's Association a regular meeting of the board was held on: August 15<sup>th</sup> at 6:00pm

**Officers and Quorum:** Present: Carrie Siatunnu, Karl Trippe, Wynona Atnip, Kelsey Krafka, Mark Drake, and Persia Burgess with Beal Properties. Karl Trippe called the meeting to order at 6:00pm

**Meeting Minutes:** The Board of Directors reviewed the previous board meeting minutes. There were not any changes that need to be made to the minutes.

**Financial information:** Persia Burgess with Beal presented the 2<sup>nd</sup> Quarter Financial Report which included the Cash Flow, Bill Detail, and the Reserve Account. There were only two questions from the board about the increase in costs, and one general maintenance repair. Karl made a motion to approve the Financial Report. Mark Seconded. All in favor.

**Management Report:** Persia Burgess presented the Management Report which provides updates on any Delinquencies, Violations, and any outstanding maintenance or ongoing projects for the complex. There was one question about the process of the exterior pest control service.

**Unfinished Business:** Persia Burgess and the board discussed the outstanding items down below:

**Pool chairs:** the board discussed purchasing additional pool chairs, and Wynona found a white pool chair that comes in a set of 6 for \$190.00/ each chair. A motion has been made to purchase 6 new chairs, Mark Seconded, Carrie opposed. Persia Burgess will find out the cost of shipping and present it to the board for approval.

**Meeting Minutes:** Kelsey Krafka can no longer do the meeting minutes, so Beal is offering a service to complete the meeting minutes for \$35.00/per hour depending on how long the meeting recording is. Carrie made a motion to have Beal record and take down the meeting minutes. Karl seconded. All in favor.

**Free Little Library:** The library has been approved in a past meeting, and Carrie will work with Beal on getting this set up.

**New Business:** Persia Burgess and the board discussed the new business items down below:

**Chimney Caps:** The chimney cap replacement has been approved, and the repairs need to be scheduled.

**Parking Lot Repairs:** Multiple quotes have been obtained in the past to replace the entire parking lot with concrete. The board would like Beal to get quotes on repairing the worst areas first.

WOOD BROOK HOMEOWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING  
BEAL PROPERTIES INC.  
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**Landscaping:** The current lawn crew is not trimming shrubs or removing dead shrubs like they should be. The board would like Beal to get quotes for a new landscaping company for the complex to minimize these issues.

**Next Board Meeting:** The next board meeting has been scheduled for October 3<sup>rd</sup> at 6:00pm

**Adjournment:** The meeting was adjourned at 6:51pm

**Respectfully submitted:** Beal Properties

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Cash Flow

### Beal Properties

Properties: Wood Brook Condominiums - 1904 Dartmouth Street College Station, TX 77840

Date Range: 07/01/2023 to 09/30/2023

Accounting Basis: Cash

Additional Cash GL Accounts: None

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
<b>Operating Income &amp; Expense</b>				
<b>Income</b>				
Begining Balance	0.00	0.00	-119.36	-0.07
Late Fees\NSF Rent	180.00	0.26	530.00	0.33
Homeowners Association Dues	47,152.95	67.38	139,939.45	85.83
Transfer from Reserve	22,650.00	32.37	22,650.00	13.89
NSF Penalty	0.00	0.00	35.00	0.02
<b>Total Operating Income</b>	<b>69,982.95</b>	<b>100.00</b>	<b>163,035.09</b>	<b>100.00</b>
<b>Expense</b>				
Bank Fees/Office Expenses	0.00	0.00	26.00	0.02
HOA Dues - Refund of Overpayment	175.00	0.25	350.00	0.21
General Maintenance	9,249.93	13.22	19,457.07	11.93
Insurance	15,185.82	21.70	52,197.04	32.02
Transfer to Reserves	4,764.00	6.81	14,292.00	8.77
Lawn/Property Maintenance	9,699.99	13.86	17,595.24	10.79
Special Projects	75,500.00	107.88	75,500.00	46.31
Management Fee	3,185.50	4.55	9,235.50	5.66
Pest Control	1,244.88	1.78	1,894.38	1.16
Porter Service	1,895.00	2.71	4,616.95	2.83
Pool Expense	3,330.37	4.76	7,290.36	4.47
Professional Fees	0.00	0.00	2.13	0.00
Telephone Service	160.13	0.23	543.52	0.33
Utilities	5,417.45	7.74	17,304.86	10.61
<b>Total Operating Expense</b>	<b>129,808.07</b>	<b>185.49</b>	<b>220,305.05</b>	<b>135.13</b>
<b>NOI - Net Operating Income</b>	<b>-59,825.12</b>	<b>-85.49</b>	<b>-57,269.96</b>	<b>-35.13</b>
Total Income	69,982.95	100.00	163,035.09	100.00
Total Expense	129,808.07	185.49	220,305.05	135.13
<b>Net Income</b>	<b>-59,825.12</b>	<b>-85.49</b>	<b>-57,269.96</b>	<b>-35.13</b>
<b>Other Items</b>				
Prepayments	3,671.61		4,741.67	
<b>Net Other Items</b>	<b>3,671.61</b>		<b>4,741.67</b>	
<b>Cash Flow</b>	<b>-56,153.51</b>		<b>-52,528.29</b>	

## Cash Flow

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Beginning Cash	100,068.97		96,268.75	
Beginning Cash + Cash Flow	43,915.46		43,740.46	
Actual Ending Cash	44,090.46		44,090.46	

**Bill Detail**

Exported On: 2023-10-03 17:25:23 -0500

Properties: Wood Brook Condominiums - 1904 Dartmouth Street College Station, TX 77840

Payees: All

Payment Type: All

Created By: All

GL Accounts: All

Bill Status: All

Date Type: Bill Date

Date Range: 07/01/2023 to 09/30/2023

Show Reversed Transactions: No

Reference	Bill Date	Due Date	GL Account	Unit	Payee Name	Paid	Check #	Paid Date	Description
	07/18/2023	07/18/2023	8101 - HOA Dues - Refund of Overpayment	S3	Wehr, Ryan	175.00	6391	07/18/2023	Ryan Wehr, Jennifer Wehr, Wood Brook Condominiums - S3: Move Out Refund
<b>6455 - General Maintenance</b>									
11486	07/06/2023	07/06/2023	6455 - General Maintenance	C4	The Clean Up Crew	210.00	6389	07/07/2023	Chimney Cap Repair + Equipment
1154216	07/07/2023	07/07/2023	6455 - General Maintenance		ACME GLASS INC.	119.93	6383	07/07/2023	Annealed Glass
1486 - After Hours	08/05/2023	08/05/2023	6455 - General Maintenance		Parker, Cole	2,750.00	6396	08/07/2023	Excavated area and repaired water line
1616	09/18/2023	09/19/2023	6455 - General Maintenance		Parker, Cole	5,320.00	6412	09/18/2023	Repair Leak Under Sidewalk
071274	09/25/2023	09/25/2023	6455 - General Maintenance		Castaneda, Elseo	950.00	6413	09/25/2023	Concrete Side walk + Materials & labor
						9,249.93			
<b>6470 - Insurance</b>									
F008428929-001-00001	07/19/2023	07/19/2023	6470 - Insurance		Farmers Insurance Exchange	7,602.91	6392	07/19/2023	Habitational & Commercial Umbrella
F008428929-001-00001	08/22/2023	08/22/2023	6470 - Insurance		Farmers Insurance Exchange	7,582.91	6402	08/22/2023	Monthly Insurance Payment
						15,185.82			
<b>6471 - Transfer to Reserves</b>									
	07/01/2023	07/01/2023	6471 - Transfer to Reserves		Wood Brook Condominiums Hoa	1,588.00	6382	07/05/2023	July 2023
	08/01/2023	08/01/2023	6471 - Transfer to Reserves		Wood Brook Condominiums Hoa	1,588.00	6400	08/07/2023	August 2023
	09/01/2023	09/01/2023	6471 - Transfer to Reserves		Wood Brook Condominiums Hoa	1,588.00	6404	09/04/2023	September 2023
						4,764.00			
<b>6475 - Lawn/Property Maintenance</b>									
23 610	07/06/2023	07/06/2023	6475 - Lawn/Property Maintenance		Brazos Valley Stump Grinding and Tree	3,788.75	6385	07/07/2023	Removal and Trimming of Trees
5266	07/06/2023	07/06/2023	6475 - Lawn/Property Maintenance		Lopez Boyz	1,030.00	6387	07/07/2023	Lawn care Service
5323	07/07/2023	07/07/2023	6475 - Lawn/Property Maintenance		Lopez Boyz	1,250.00	6387	07/07/2023	Prune and Removed Shrubs
1321	09/05/2023	08/05/2023	6475 - Lawn/Property Maintenance		EnviroCare	1,571.24	6395	08/07/2023	Irrigation Repairs
5347	08/05/2023	08/05/2023	6475 - Lawn/Property Maintenance		Lopez Boyz	1,030.00	6396	08/07/2023	Lawn care services July
5422	09/08/2023	09/08/2023	6475 - Lawn/Property Maintenance		Lopez Boyz	1,030.00	6407	09/08/2023	Lawn care Services - August
						9,699.99			
<b>6531 - Special Projects</b>									
00001	08/17/2023	08/17/2023	6531 - Special Projects		Grandchamp Roofing	22,650.00	6401	08/17/2023	30% Down payment for Chimney Caps
09 08 2023	09/18/2023	09/18/2023	6531 - Special Projects		Grandchamp Roofing	52,650.00	6411	09/18/2023	Final Payment for Chimney Caps
						75,500.00			
<b>6540 - Management Fee</b>									
1009	07/05/2023	07/05/2023	6540 - Management Fee		Beal Properties	1,050.00	6384	07/07/2023	Management Fee for 07/2023
	09/03/2023	08/03/2023	6540 - Management Fee		Beal Properties	1,050.00	6393	08/07/2023	Management Fee for 08/2023
	08/31/2023	08/31/2023	6540 - Management Fee		Beal Properties	35.50	6410	09/06/2023	Meeting Minutes
	09/07/2023	09/07/2023	6540 - Management Fee		Beal Properties	1,050.00	6405	09/08/2023	Management Fee for 09/2023
						3,185.50			
<b>6695 - Pest Control</b>									
444	07/06/2023	07/06/2023	6695 - Pest Control		D. Lee Pest Service LLC	920.13	6386	07/07/2023	Annual Termite Renewal
40010	07/06/2023	07/06/2023	6695 - Pest Control		D. Lee Pest Service LLC	108.25	6386	07/07/2023	Monthly Perimeter
41140	08/05/2023	08/05/2023	6695 - Pest Control		D. Lee Pest Service LLC	108.25	6394	08/07/2023	Monthly Perimeter
42478	09/08/2023	09/08/2023	6695 - Pest Control		D. Lee Pest Service LLC	108.25	6406	09/08/2023	Monthly Perimeter
						1,244.88			
<b>6701 - Porter Service</b>									
2811	07/06/2023	07/06/2023	6701 - Porter Service		Walker, Robert	300.00	6390	07/07/2023	Porter Service - June
2788	07/06/2023	07/06/2023	6701 - Porter Service		Walker, Robert	90.00	6390	07/07/2023	Trash Pick Up
5334	08/05/2023	08/05/2023	6701 - Porter Service		Lopez Boyz	250.00	6396	08/07/2023	Trash pick up
2817	08/05/2023	08/05/2023	6701 - Porter Service		Walker, Robert	405.00	6399	08/07/2023	July Trash Pick Up
2842	08/05/2023	08/05/2023	6701 - Porter Service		Walker, Robert	300.00	6399	08/07/2023	July Porter Service
5408	09/08/2023	09/08/2023	6701 - Porter Service		Lopez Boyz	100.00	6407	09/09/2023	Trash Pick Up
5416	09/08/2023	09/08/2023	6701 - Porter Service		Lopez Boyz	30.00	6407	09/09/2023	Trash Pick Up
2857	09/08/2023	09/08/2023	6701 - Porter Service		Walker, Robert	120.00	6409	09/09/2023	Trash Pick Up
2868	09/08/2023	09/08/2023	6701 - Porter Service		Walker, Robert	300.00	6409	09/09/2023	Porter Service - August
						1,896.00			
<b>6702 - Pool Expense</b>									
20231845	07/06/2023	07/06/2023	6702 - Pool Expense		Oasis Pools	502.15	6388	07/07/2023	Monthly Pool Maintenance - May
20231871	08/05/2023	08/05/2023	6702 - Pool Expense		Oasis Pools	946.09	6397	08/07/2023	June Monthly Pool Maintenance
20231915	09/08/2023	09/08/2023	6702 - Pool Expense		Oasis Pools	714.45	6408	09/09/2023	Drain pool, Acid wash and removal of broken glass + refill
20231928	09/08/2023	09/08/2023	6702 - Pool Expense		Oasis Pools	370.44	6408	09/09/2023	8/8 Filter & rotation
20231911	09/08/2023	09/08/2023	6702 - Pool Expense		Oasis Pools	797.24	6408	09/09/2023	Monthly Pool Maintenance - July
						3,330.37			
<b>6757 - Telephone Service</b>									
2473213	07/01/2023	07/01/2023	6757 - Telephone Service		Kings III Of America, LLC	54.77	ACH	07/01/2023	Pool Phone
2494589	08/01/2023	08/01/2023	6757 - Telephone Service		Kings III Of America, LLC	54.77	ACH	08/01/2023	Pool Phone
2514981	09/01/2023	09/01/2023	6757 - Telephone Service		Kings III Of America, LLC	50.59	ACH	09/01/2023	Monthly Utility Bill
						160.13			
<b>6810 - Utilities</b>									
530321-178122	07/17/2023	07/17/2023	6810 - Utilities		College Station Utilities	1,212.85	ACH	07/17/2023	1904 Dartmouth St NS - water
530321-178068	07/17/2023	07/17/2023	6810 - Utilities		College Station Utilities	75.29	ACH	07/17/2023	Building N
530321-178018	07/17/2023	07/17/2023	6810 - Utilities		College Station Utilities	241.70	ACH	07/17/2023	Building G
530321-177936	07/17/2023	07/17/2023	6810 - Utilities		College Station Utilities	75.76	ACH	07/17/2023	Building C
530321-177962	07/17/2023	07/17/2023	6810 - Utilities		College Station Utilities	78.64	ACH	07/17/2023	Building U
530321-226484	07/17/2023	07/17/2023	6810 - Utilities		College Station Utilities	33.45	ACH	07/17/2023	1904 Dartmouth ST - Irrigation
530321-178068	08/16/2023	08/16/2023	6810 - Utilities		College Station Utilities	66.77	ACH	08/16/2023	Building N
530321-178018	08/16/2023	08/16/2023	6810 - Utilities		College Station Utilities	213.31	ACH	08/16/2023	Building G
530321-177962	08/16/2023	08/16/2023	6810 - Utilities		College Station Utilities	67.10	ACH	08/16/2023	Building U
530321-177936	08/16/2023	08/16/2023	6810 - Utilities		College Station Utilities	70.58	ACH	08/16/2023	Building C
530321-178122	08/16/2023	08/16/2023	6810 - Utilities		College Station Utilities	1,246.40	ACH	08/16/2023	1904 Dartmouth St NS
530321-226484	08/16/2023	08/16/2023	6810 - Utilities		College Station Utilities	36.70	ACH	08/16/2023	1904 Dartmouth St Irrigation
	08/17/2023	09/15/2023	6810 - Utilities		College Station Utilities	159.70	ACH	09/15/2023	Monthly Utility Bill
	08/17/2023	09/15/2023	6810 - Utilities		College Station Utilities	1,386.70	ACH	09/15/2023	Monthly Utility Bill
	08/17/2023	09/15/2023	6810 - Utilities		College Station Utilities	452.50	ACH	09/15/2023	Monthly Utility Bill
						5,417.45			
<b>Total</b>						<b>129,808.07</b>			



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Wood Brook Homeowners Association  
3363 University Dr E Ste 215  
Bryan TX 77802-3470

Effective 10/1/2023, our ATMs will only accept cash for deposits. Please use our Guaranty mobile app for future check deposits.

## Monthly Statement Summary

### CHECKING SUMMARY

Premier Money Market

CHECKING BALANCE LAST STATEMENT.....	302,160.67
1 DEPOSITS	1,588.00
1 OTHER CREDITS	739.28
0 CHECKS	0.00
1 OTHER WITHDRAWALS	22,650.00
CHECKING BALANCE THIS STATEMENT.....	281,837.95

### INTEREST SUMMARY

32	DAYS IN EARNINGS PERIOD
3.00%	ANNUAL PERCENTAGE YIELD EARNED
739.28	INTEREST PAID THIS PERIOD
5,380.78	INTEREST PAID YTD

### DEPOSITS AND OTHER CREDITS

DATE	AMOUNT	DESCRIPTION
09/07	1,588.00	Deposit
09/10	739.28	Accr Earning Pymt Added to Account

### WITHDRAWALS AND OTHER DEBITS

DATE	AMOUNT	DESCRIPTION
08/17	22,650.00	Withdrawal

### DAILY BALANCE INFORMATION

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
08/10	302,160.67	09/07	281,098.67		
08/17	279,510.67	09/10	281,837.95		

### SUMMARY OF OVERDRAFT AND RETURNED ITEM FEES

	TOTAL FOR THIS PERIOD	TOTAL YEAR-TO-DATE
TOTAL OVERDRAFT FEES	\$0.00	\$0.00
TOTAL RETURNED ITEM FEES	\$0.00	\$0.00

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October 3, 2023

## **Wood Brook Condominiums Management Report**

**Delinquency Status:** At the end of September, the total outstanding amount owed to the association was \$2,085.41. Eight accounts make up the total balance mainly consisting of unpaid dues, and late fees that were added to the account.

Beal Properties has been actively following up with the delinquent account holders via phone, mail, and email and will continue to ensure that the accounts are addressed promptly and efficiently to collect the outstanding fees owed to the association.

**Violation Report:** There are currently 3 violations in progress that Beal would like to present to the board. The violations consist of unsightly items being left in the windows and in the common areas. Beal currently drives the complex to check for any possible violations and reaches out to the homeowners via email and mail to correct those items.

**Maintenance Report:** At the end of the 2<sup>nd</sup> quarter, Beal received 9 service requests mainly consisting of exterior general maintenance, exterior pest control, and a possible chimney cap leak after the new chimney caps were put on. As of today, all of the service requests have been addressed and completed. There are also a few projects that Beal and the Board are currently working on for the complex.

**Projects in progress:**

Parking Lot Repairs & Restriping  
Tree Trimming & Removal  
Roof Replacement

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



## Shopping Cart (1)

### Grosfillex® Adjustable Resin Chaise - White - Pkg Qty 6



Model #: WB238689WH

**\$875.70**

Expected delivery on or before Mon, Oct 09

[Save for later](#)

[Remove](#)

## Your Cart Summary

Item Total \$875.70

**Subtotal \$875.70**

**Est. Shipping \$299.95**

Zipcode

**77840**

Shipping Method

**Ground**

**Total \$1,175.65**

Taxes are calculated during checkout.



# Estimate for concrete

Repair at: Woods Brooks Condominiums

- ① 35'x24' Drive Way Apt. "A"  
840SF.
- ② 3 Sections same size  $\frac{24'x6'}{144SF.} = 432SF.$
- ③ 65'x16' Parking lot with curb Apt. "Q"  
1040SF. Plus curb 812F.
- ④ 52'x8' concrete Section (center of Parking lot)  
416SF.  
Apt. "B" front Entrance.
- ⑤ 128'x7' Concrete Section (center of Parking lot)  
896SF.  
from Apt. "B" to Apt. "C"
- ⑥ 92'x15' Concrete Driveway front of Apt. C and D.  
1380SF.
- ⑦ 17'x13' Dumpster Pad by Apt. "B"  
221SF.
- ⑧ 14'x20' Parking lot with curb  
280SF. Plus 346F. Curb.
- ⑨ 40'x25' Parking lot Apt. "B"  
1000SF.
- ⑩ 34'x16' Drive Way Apt. "S"  
544SF.
- ⑪ 43'x18' Parking lot with curb by Apt. "S"  
774SF. Plus 436F. Curb.

(12) 18' x 11' Parking lot by Apt. "B"  
198 SF.

(13) 40' x 10' Parking lot by Apt. "B"  
400 SF.

~~(14) 34' x 16' Drive Way Apt. "S"  
544 SF.~~

~~(15) 43' x 18' Parking lot with curb.  
774 SF. Plus 41 LF. curb.~~

(16) 24' LF. Speed Bump.

(17) 14' x 46' Concrete Drive Way by Apt. "T"  
644 SF.

(18) 20' x 15' Concrete Drive Way Apt. "T"  
300 SF.

(19) 15' x 20' Concrete Drive Way Apt. "T"  
300 SF.

(20) 20 LF. Speed Bump Apt. "T"

(21) 12' x 11' Dumpster Pad.  
132 SF.

(22) 41' x 18' Parking lot with curb, Apt. "T-U"  
738 SF. Plus 41 LF. of curb.

(23) 10' x 30' Concrete Drive Way, Apt. "T" and "U"  
300 SF.

(24) 9' x 24' Parking lot with curb.  
216 SF. Plus 24 LF. curb.

(25) 13' x 7' Concrete Drive Way Apt. "U"  
91 SF.

(26) 5' x 9' Concrete Drive Way Apt. "U"  
45 SF.

(27) 64' x 20' Drive Way Apt. "U"  
1280 SF.

(28) 24' x 3' Concrete separation Apt. "U"  
72 SF.

(29) 16' x 10' Concrete Drive Way Apt. "U"  
160 SF.

(30) - from Apt. "H" to Apt. "D"

25' x 12' Drive way  
300 SF.

20 LF. Speed Bump.

10' x 3' Drive way  
30 SF.

12' x 58' Drive way  
696 SF.

17' x 10' Dumpster Pad.  
170 SF.

# Wood Brooks Condominiums Prices.

- ① Total S.F. Parking lot.  
14,928 S.F. at ~~\$ 149,280<sup>00</sup>~~
- ② 3 speed Bumps  
at \$1,700<sup>00</sup> each = ~~\$ 5,100<sup>00</sup>~~
- ③ 223 L.F. of Curb at \$ 25<sup>00</sup>  
total ~~\$ 5,575<sup>00</sup>~~

149280  
+ 5100  
5575  

---

159955

Total Price ~~\$ 159,955<sup>00</sup>~~

Eliseo Castañeda  
(979) 220-2890



# PINNACLE PAVING

9/22/2023

Bid #1122\*

Contact Information:

Office:  
254-231-6300

Justin Weber:  
832-428-8234

Roderick Walker:  
254-228-7061

Job Name: Woodbrook Condominiums

Job Location: 1904 Dartmouth St, College Station Tx 77840

Job Contact: Persia Burgess  
979-764-2500  
persia@bealbcs.com

Total: \$235,175

### Please initial by each approved item below

Concrete:  
Dumpster Pads: 874 sq ft \$11,325.00

Description: Dumpster Pads   
initial here

Concrete:  
Area Includes: REQUESTED 11,700 sq ft total \$175,500.00

Description: saw cut, dig out, and replace   
initial here

ADDITIONAL Concrete Recommended: \$44,850.00

Areas Include: total of 2,990 sq ft   
Description: saw cut, dig out, and replace initial here

Speed Bump: \$3,500.00

3 asphalt speed bumps   
Description: replace 3 asphalt speed bumps initial here

Seal Coat: NA

Description: The asphalt surface must be structurally sound, surface cured, and free from all loose or foreign matter prior to the application of Jennite. Jennite is applied by spray, rubber bladed squeegee, or brush. Heavy oil spots will be treated as needed.   
initial here

Crackfill: NA

Description: Cracks 1/8" to 1/2" will be cleaned by removing all grass, dirt, and loose foreign material. The cleaned cracks will then be sealed with a hot rubber asphalt copound. This bid does not include alligator cracks or the delineation line between curb and asphalt lot.   
initial here

Demolition and Haul Off: NA

Description: Tearing out existing concrete or asphalt and hauling off.   
initial here

Sign Below

Approved Total: \$

\*\*\*Accepted bids will require half of bid to be paid upon scheduling, the final balance will be due upon job completion.

\*\*\*Pinnacle Paving can not be held responsible for unknown pipes or utilities at job site. Services are to be completed in a set mobilization. In the event that cars are not relocated, irrigation is left on, or any other factor that may prevent the job being worked on scheduled day an additional trip charge of \$1,500.00 per day will be added on. (Steps will need to be taken care of prior to our scheduled work days)



Wood Brook Condominiums  
College Station, Tx  
ATTN: Persia

8/17/2023

Bid #1948

Contact Information

Office:  
254-800-5326

Justin Weber  
832-428-8234

Owen Merriman  
512-966-9681

Parking lot area will be prepped and power washed along in painted area only using 4000 psi Pressure Washer, Powered Blowers, Brooms (as needed)

**\$1,000.00**

\*\*required

We will coordinate with the property to have areas vacant and if cars need to be moved.

**PLEASE INITIAL BY EACH APPROVED ITEM BELOW**

Striping: 109 yellow parking spaces, 10 yellow speed bumps, 1,870 ft firelane curbing, 63 firelane stencils, 1 yellow crosshatch

**\$4,500.00**

Description: Striping will be done with Solventborne fast dry traffic paint. This is a professional quality acrylic modified alkyd paint for striping and marking concrete or asphalt parking lots, roadways, and airfields. Brands used by Top of the Line Striping include: Gorilla, Low Vok and Armadillo. All Handicaps will have a blue background.

initial here

Crackfill: applied as needed throughout area

N/A

Description: Cracks 1/8" to 1/2" will be cleaned by removing all grass, dirt, and loose foreign material. The cleaned cracks will then be sealed with a hot rubber asphalt compound. This bid does not include alligator cracks or the delineation line between concrete curb and asphalt lot.

initial here

Seal Coat:

N/A

Description: The asphalt surface must be structurally sound, surface cured, and free from all loose or foreign matter prior to the application of Jennite. Jennite is applied by spray, rubber-bladed squeegee or brush. Heavy oil spots will be treated as needed.

initial here

Asphalt Repair:

N/A

Description: saw cut, dig out, replace

initial here

Wheelstops:

N/A

Description: Tough, Durable, and cost-effective. Concrete wheel stops come pre drilled with mounting holes. Materials and installation included.

initial here

Signage:

N/A

Description: Engineer grade, high intensity diamond grade reflective sheeting, meeting all federal and state specifications. Materials and Installation included.

initial here

Speed Bumps:

N/A

Description: Rubber Speed Bumps resistant to UV light, moisture, oil and extreme temperatures. Extremely low maintenance, durable, and cost effective for traffic calming. Materials and Installation Included.

initial here

**Sign Below:**

**Total: \$5,500.00**

Please Note:

Accepted bids will require half of bid be paid upon scheduling, the other half is to be paid within 30 days of completion. Taxes will be added to invoice.

Top of the Line Striping Bids are good for 180 days from the original bid date.

Top of the Line Striping is not responsible for damages to vehicles left in notified work zone areas. Services are to be completed in a set mobilization. In the event that cars need to be relocated, irrigation left on, or any other factor that may prevent the job being worked on scheduled day an additional trip charge of \$500.00 per day will be added on. (steps will need to be taken care of prior to our scheduled work days)

16





Mid-Century Insurance Company

PO Box 268994  
Oklahoma City, OK 73126-8994  
Toll Free Phone 1-800-435-7764  
Toll Free Fax 1-877-217-1389  
myclaim@farmersinsurance.com

Summary for Building/Liability

Line Item Total	385,840.44
Material Sales Tax	12,814.01
Storage Rental Tax	20.45
Replacement Cost Value	<u>\$398,674.90</u>
Less Depreciation	<u>(28,820.29)</u>
Actual Cash Value	\$369,854.61
Less Deductible	<u>(128,719.00)</u>
Net Claim	<u><u>\$241,135.61</u></u>
Total Recoverable Depreciation	<u>28,820.29</u>
Net Claim if Depreciation is Recovered	<u><u>\$269,955.90</u></u>

Kyle Melton



# PROPOSAL

October 03, 2023

Woodbrook Condos  
College Station, Texas

## Shingle Roof System

**\$323,000.00**

- Remove existing shingles to clean decking.
- Up to 3 sheets of decking per building (63 sheets).
- Install 30-year Architectural shingle (GAF HDZ no limit wind warranty).
- Install all new drip to match the shingle color.
- Install synthetic felt underlayment GAF Buster premium felt.
- Install ice & water shield on valleys, side walls, and penetrations.
- Hand nail 6 nails per shingle in code with no limit wind warranty.
- Install bullet boots (no lead jacks squirrels eat lead).
- Install pre-cut hip and ridge.
- Install new starter shingle along total perimeter of buildings.
- All new flashing to throughout complex.
- New shingle over ridge vent.
- Trim any branches touching roof.
- Paint all accessories.
- All trash haul off.
- 10-year workmanship warranty
- All cones, tape, and letters to tenants with schedule.



\* Proposal pricing valid until 11/03/2023

We propose to furnish material and labor complete in accordance with the above specifications with payments to be made as follows: **30% when material drops, balance due in full upon completion.**

### ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted and Grandchamp Roofing is authorized to complete the work specified. Payments will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature: \_\_\_\_\_

# Best - CertainTeed Landmark PRO

Our best bid represents the pinnacle of excellence and unmatched service. With our best bid, you receive top-of-the-line materials, exceptional workmanship, and a state of the art manufactures warranty. We go above and beyond to ensure complete customer satisfaction, providing premium warranties, personalized attention, and meticulous attention to detail. Choose our best bid for a truly exceptional experience and long-lasting, superior results.

Item

## CertainTeed Landmark PRO

- Remove/dispose existing roof and underlayment, down to the decking.
- Keep existing drip edge unless damage or rust is visible.
- Install up to 50 sheets of decking. (If Needed)
- Install CertainTeed Roof Runner premium synthetic underlayment instead of felt.
- Install Ice & Water shield in all valleys, along all sidewalls, around all penetrations and chimneys.
- Install CertainTeed Landmark Max Def Weathered Wood with 6 nails each increasing wind rating from 110mph to 130mph
  - Landmark PRO - UL 2218 Class 3 Impact Rated
  - 30 year StreakFighter algae-resistance warranty
  - Same color currently on all buildings
- Install CertainTeed Shadow Ridge pre-cut hip and ridge shingles, wind rated for 130mph
- Install starter shingle along all eave and rake edges.
- Replace all step flashing along sidewalls and chimneys.
- Replace all counter flashing along brick chimneys.
- Replace all pipe jacks with lead jacks.
- Replace ridge vent with Omni shingle over ridge vent.
- Paint all jacks and vents to match the roof.
- Trim all tree branches off roof line if necessary.
- This price is for standard color shingles and includes materials, labor and equipment needed to complete the project.
- Includes a 10-year Labor Warranty and limited lifetime Mfg. Warranty.

\*\* This product is on allocation from the manufacture. Please note, it may take some time to obtain the quantity needed\*\*

**Total**

**\$352,255.71**

This proposal includes confidential data that shall not be disclosed outside of the Contractor and/or Owner and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this proposal.



10842 HWY 6 NAVASOTA, TX 77868  
Phone: (936)825-3690  
Mail: PO Box 1416 Navasota, TX 77868

## PROPOSAL

**Date:** 10/3/2023  
**Customer:** Beal Properties  
**Contact:** Persia Burgess  
**Job Name:** Woodbrook Condominiums  
**Street:** 1904 Dartmouth St.  
**City/State:** College Station, TX 77807  
**Phone:** 979-764-2500  
**E Mail-** Persia@bealbcs.com

We propose to furnish labor and materials complete in accordance with the specifications below, for the sum of:

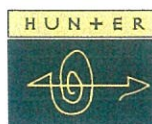
**Four hundred twenty eight thousand three hundred fourteen dollars and 85/100.....\$428,314.85**

Payment to be made as follows: **Down Payment and Balance at Completion**

*All material to be as specified. All work to be completed in a workmanlike manner according to standard practice. Any alterations or deviation from below specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the amount of this proposal.*

<b>Buildings - A,E,H,I,R</b>	<b>\$ \$24,470.52 Each</b>
<b>Buildings - B,D,F,U</b>	<b>\$ 18,680.39 Each</b>
<b>Buildings - C,G</b>	<b>\$ 22,308.32 Each</b>
<b>Buildings - J,K</b>	<b>\$ 18,846.26 Each</b>
<b>Buildings - M,N,S</b>	<b>\$ 17,967.23 Each</b>
<b>Buildings - O,P</b>	<b>\$ 18,184.87 Each</b>
<b>Buildings - L,Q,T</b>	<b>\$ 18,223.01 Each</b>
<b>Pool House and Mail Cover -</b>	<b>\$ 3991.07 (Both Structures)</b>
<b>Total All Structures -</b>	<b>\$ 428,314.85</b>

**Roof Replacement for 21 Bldgs, Pool House, and Mail Cover**



This proposal includes confidential data that shall not be disclosed outside of the Contractor and/or Owner and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this proposal.

- Remove existing roofing and underlayment's to expose wood deck **(Building Code)**  
(There are more than one layers of underlayment's that have not been removed during the previous roof replacements that should have been per the local building code)
- \*• Inspect wood deck and repair on an as needed basis. **(Each 4'x8' Sheet of Plywood \$100)**
- Provide and install new synthetic underlayment
- \*• Provide and install new oversized drip edge at perimeter of roof. **The existing drip edge is too short and does not span from fascia over the leading edge of the plywood deck.**
- Provide and install starter shingles on **eaves and rakes** (This ensures better performance of shingles during high winds and is recommended by the manufacturer's.
- \*• Provide and install new Architectural shingles to match the current shingle (Manufacturer, color and 110 mph application)
- Provide and install new three tab ridge to match the current manufacturer color and wind resistance (60 mph)
- \*• Provide and install new painted plumbing lead jacks **(Not rubber or neoprene that will dry out, break its seal, and leak)**
- Provide and install new ridgevent with 2.5" nails with baffles and 18 sq. Inches of Net Free Area per linear foot for attic venting
- Existing metal step flashings remain at sidewalls because they are tucked and fastened behind the vinyl siding. **If the step flashings are rusted and deteriorated, Ice/Watershield (Peel and Stick) will be installed to prevent leakage and a change order will be provided.**
- Existing metal headwall flashings to remain but will be fastened with neoprene screws to insure that remain secured to the roof deck.
- \*• Existing Chimney Flashings to remain (Step and Counter Flashings). If the step flashings and counter flashings are deteriorated and/or rusted, they must be replaced on a per case basis. It appears that some brick chimney flashings have been replaced but most have not. **The option to reflash the brick chimneys with new step flashing and 24 ga. counter flashings will be \$400/EACH.**



This proposal includes confidential data that shall not be disclosed outside of the Contractor and/or Owner and shall not be duplicated, used, or disclosed in whole or in part for any purpose other than to evaluate this proposal.

**Commercial Manufacturers Material Warranty – 5 year Sure Start and 40 yr limited prorated warranty  
Workmanship Guarantee (Schulte Roofing) - 7 Years**

**General Inclusions**

1. Supervisor on site (Certified Lift Operator)
2. OSHA Compliant Installation
3. Verifiable Workers Comp. and General Liability Insurance
4. Lift Included in cost of project and prorated per building size
5. Work areas will be magnet swept
6. Haul off debris from performed repairs (Dumpsters)
7. Building that will be reroofed will have cones/caution tape
8. Schulte Roofing will need assistance from Beal Properties/Management to make tenants aware of the construction schedule. Tenants will need to park their vehicles further from the building so that a lift can be operated, dumpsters can be placed, and to take caution where they and their pets are walking around the premises.
9. Proposal is based on reroofing the entire community and not individually.
10. Proposal is for 21 days

**Exclusions**

1. Permits
2. Damage to parking lot surface from lift and dumpsters
3. Metal Chimney Caps
4. Vinyl Siding Repair
5. Short parapet cap repair or replacement
6. Leaks resulting from the vinyl siding and its associated flashings
7. Leaks resulting from brick/mortar issues
8. Leaks resulting from chimney flashings that were not replaced per management's decision
9. Material Price escalation, pricing based on today's pricing.

Submitted by Mark Jarrah      10/3/2023

**ACCEPTANCE OF PROPOSAL** - The above prices, specifications, and conditions are satisfactory and hereby accepted. Schulte Roofing is authorized to do the work as outlined above. Payment will be made as outlined above.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
(Additional Provisions on page 2)

Initials \_\_\_\_\_

