

BOARD MEETING AGENDA – June 3,2020

Unfinished Projects

4517 – hanging electrical wires, BTU said rotten soffit won't hold wires(per Stacie). What happened to estimate from Anderson?

Creekside Front – BTU has not re-anchored electrical pole, currently anchored into the bank

4505 – stucco repair unit 6, replaces rotten wood under gutter

survey - What were the results of the on short term rentals.

Did BVPM give consent to police to enter the property in pursuit of illegal activity?

March 17 – Terry: Mr. Weedon is going to give the HOA Board a price on planting bermuda grass seeds in the areas that need grass along the creek side. He says he can rake it in and with the spring rains, it should take hold.

He is getting the HOA a bid on installing a sprinkler system along the creek side.

March 19 - ...I asked Toni to check with Jana to see if the existing section under "leases", is sufficient to prevent short term rentals. I am waiting for her to answer to see if we actually have an issue, and what kind of cost are we looking at. If you have helped other HOA's through this process then let us know how to proceed.

To be clear on what I am asking, I do not want to start a legal process yet, until we get enough support from the rest of the owners.

September 25 - In the Declaration of Covenants, Conditions, and Restrictions for Oakwood Townhomes recorded on 8-21-1978, Article XI General Provisions, Section 2, Leases by Owners - states that all leases must be in writing and for a minimum of 6 months. This is a requirement stated in the Declaration that all property owners agree to when they purchase a property here, that the HOA board intends to enforce, and that you can pass on to property owners that have questions about operating as a BNB. I've attached a file that has a screen copy of that portion of the Declaration. You might pass it on to the lawyer that was assisting you with these inquiries and let Terry know about it since he said it wasn't in the Declaration.

May Finances

Legal Fee - \$750 – I did not request this. Toni was supposed to ask one question about 'minimum lease /rental not less than 6 months. No invoice. What happened with letter to Angela?

Lawn care \$811.88 I did not know about this charge. May 8

Porter - \$275 I said we are not paying additional trash removal at the front, Stacie was supposed to remind residents not to put trash at the road until Thursday

Mistakes on financial report – wrong charges, does anyone check? invoices still not detailed clear

Delinquencies – HOA fees are NOT rent, pay for maintenance, not homeowner option, Is 4515#8 paid up? She is not in the list,

Maintenance

4509 - Gutter Fix, caulk windows

4505 – renovation materials between buildings. Ask new owner #6

4507 – holes developing inside the erosion wall, sent pics Jun 2

4507#3 – junk on common ground, dog kennel under the deck

Parking Violations

Moving van parked in back of 4509 – Jun 1-2 way beyond markings

What is happening with Towing charge \$250

Board Meeting Minutes March 2, 2020

Meeting started at 5:30 pm

Attendees: Eva Goodman, Vincent Hyney, Jenna Overacker, Stacie Bone, Toni Myers, and Terry Thigpin.

1. The parking restripe and repair is underway to clearly mark designated spaces. Upon completion, a plan of assigned spaces will be sent to each owner/resident and posted in the case by the mailboxes at the complex.
2. The landscape improvements along 4515 and 4517 are done. There are still small areas that need clean up and some grassy areas that will be addressed with the ongoing maintenance.
3. Tree work on the back side of 4505 and 4507 along the creek is complete. Tree trimming and removal behind 4515 and 4517 is also done. All the tree work that was needed to address immediate safety concerns is done. Future tree work is not anticipated for another 3-5 years.
4. The financial report for the first 2 months reviewed special projects and delinquent dues. From this point forward the operating account will be used for ongoing maintenance.
5. A new irrigation system along the creek will be installed using the remaining funds from the erosion loan. No other new projects are anticipated for the rest of 2020 until more funds are collected.
6. Old business: The lights on the poles have been changed over to the new LED lights by BTU. The broken water line at the front of the complex was repaired and new concrete culvert was added to drain rainwater from the parking lot.
7. Action Items:
 - a. BVPM is going to check with the post office about exchanging one package box to a model that includes a secured outgoing mailbox.
 - b. Some fence gates need special lock that allows for BVPM to access the electrical boxes for each building cluster.
 - c. Clean up behind 4515 and 4517 will begin. Toni and Stacie will survey what needs to be done at each unit and send the owners a letter for corrective action.
 - d. Stacie will ask Anderson to prepare an estimate for some general repairs around the complex. (hanging electrical wires, repair holes in soffit 4517 #5, 4505 some new owner requests, etc.)
 - e. Stacie and Toni will monitor situation at 4507 #3 (new pet)
 - f. Delinquencies: We need to reduce the liability.
 - g. Remove plastic edging on rest of complex. BVPM will find a laborer to complete this easy task.
 - h. Leaves collected behind the dumpster need to be cleaned up.
 - i. Lower ground level of bed 4509 #9 and 10. Remove jasmine.
8. Future Projects:
 - a. Converting outside lights to solar may be a new option going forward.
 - b. The fence repair along the back of 4515 and 4517 is scheduled this week, weather permitting.
 - c. A hedge along the fence may be considered the on the creek side to add some landscaping texture, noise barrier and erosion control.
9. Any maintenance issues may be reported through the portal.

The meeting adjourned at 7:00 pm.

Cash Flow

Beal Properties

Properties: Oakwood Townhomes - 4505-4517 Carter Creek Bryan, TX 77802

Date Range: 05/01/2020 to 05/31/2020

Accounting Basis: Cash

Level of Detail: Detail View

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Transfer From Reserve	0.00	0.00	30,000.00	32.56
Homeowners Association Dues	14,058.00	99.79	62,084.00	67.38
NSF Penalty	30.00	0.21	60.00	0.07
Total Operating Income	14,088.00	100.00	92,144.00	100.00
Expense				
Electrical Repairs	0.00	0.00	366.72	0.40
Insurance	1,790.55	12.71	11,571.75	12.56
Transfer to Reserves	1,000.00	7.10	5,000.00	5.43
Legal Fees	750.00	5.32	750.00	0.81
Lawn/Property Maintenance	811.88	5.76	9,268.51	10.06
Maintenance Supplies	0.00	0.00	79.29	0.09
Special Projects	0.00	0.00	30,061.02	32.62
Management Fee	500.00	3.55	2,500.00	2.71
Mortgage/Note Payment	3,641.82	25.85	18,209.10	19.76
Plumbing Expense	0.00	0.00	286.10	0.31
Porter Service	275.00	1.95	1,180.00	1.28
Towing Service	0.00	0.00	250.00	0.27
Trash Pick-up	0.00	0.00	-35.00	-0.04
Utilities	2,535.84	18.00	10,552.49	11.45
Total Operating Expense	11,305.09	80.25	90,039.98	97.72
NOI - Net Operating Income	2,782.91	19.75	2,104.02	2.28
Total Income	14,088.00	100.00	92,144.00	100.00
Total Expense	11,305.09	80.25	90,039.98	97.72
Net Income	2,782.91	19.75	2,104.02	2.28
Other Items				
Prepayments	-372.00		-1,015.00	
Net Other Items	-372.00		-1,015.00	
Cash Flow	2,410.91		1,089.02	
Beginning Cash	-6,066.52		-4,744.63	
Beginning Cash + Cash Flow	-3,655.61		-3,655.61	
Actual Ending Cash	-3,655.61		-3,655.61	

Expense Distribution

Properties: Oakwood Townhomes - 4505-4517 Carter Creek Bryan, TX 77802

Payees: All

Bill Date Range: 05/01/2020 to 05/31/2020

Reference	Bill Date	Payee	Amount	Check #	Check Date	Description
6470 - Insurance						
TXH-A09528	05/06/2020	IPFS Corporation	1,790.55	123491	05/06/2020	INSURANCE
6471 - Transfer to Reserves						
	05/01/2020	Oakwood Townhomes	1,000.00	123455	05/05/2020	May 2020 - Transfer to Reserves
6473 - Legal Fees						
19-1097	05/13/2020	Bruchez, Goss, Thornton, Meronoff & Hawthorne, P.C.	750.00	123513	05/13/2020	Legal matters on short term lease provision
6475 - Lawn/Property Maintenance						
ow4	05/06/2020	Lawn Stars	811.88	123483	05/06/2020	MC/ Sprinkler station 2 and 3
6540 - Management Fee						
	05/05/2020	Beal Properties	500.00	123467	05/05/2020	Management Fee for 05/2020
6560 - Mortgage/Note Payment						
	05/01/2020	The Bank & Trust (TB&T)	3,641.82	123466	05/05/2020	May 2020 - 500.00 additional towards principle
6701 - Porter Service						
1906	05/06/2020	Robert Walker	75.00	123487	05/06/2020	bulk cleaning off excess dumping, hauled trash and fees
1911	05/06/2020	Robert Walker	200.00	123487	05/06/2020	April porter service
			275.00			
6810 - Utilities						
2312117	05/06/2020	Bryan Texas Utilities	59.29	123474	05/06/2020	101462
2063476	05/06/2020	Bryan Texas Utilities	32.44	123474	05/06/2020	106536
2063465	05/06/2020	Bryan Texas Utilities	466.04	123474	05/06/2020	
2063197	05/06/2020	Bryan Texas Utilities	1,936.72	123474	05/06/2020	COB2771
2063196	05/06/2020	Bryan Texas Utilities	41.35	123474	05/06/2020	COB16650
			2,535.84			
Total			11,305.09			

HOA Delinquency as of

Properties: Oakwood Townhomes - 4505-4517 Carter Creek Bryan, TX 77802

As of: 06/03/2020

Delinquency Note Range: All Time

Tenant Status: Current and Notice

Amount Owed In Account: All

Balance: Greater than 204.00

Unit	Name	Amount Receivable
<hr/>		
	Oakwood Townhomes - 4505-4517 Carter Creek Bryan, TX 77802	816.00
		408.00
		602.00
		816.00
		408.00
		3,050.00
Total		3,050.00

RE: Oakwood HOA reserve account and loan balance statements

From : Natalie Kidd <NKidd@ffin.com>

Wed, Jun 03, 2020 02:28 PM

Subject : RE: Oakwood HOA reserve account and loan balance statements

To : Terry Thigpin <terry@bealbcs.com>

This message was sent securely using Zix®

Hello Terry,

The current balance of the reserve account is \$66,016.55. The loan balance is \$336,521.06

Natalie J. Kidd, NMLS # 817872
Vice President – Commercial Lending
First Financial Bank, N.A. | Bryan/College Station
(979)260-2170 work | (979)691-5474 fax
(979)209-9044 cell

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From: Terry Thigpin <terry@bealbcs.com>
Sent: Wednesday, June 3, 2020 2:09 PM
To: Natalie Kidd <nkidd@ffin.com>
Subject: Oakwood HOA reserve account and loan balance statements

External Sender - Do not click on any links or open any attachments unless you trust the sender and know the content is safe.

Natalie, we are having an Oakwood HOA Board meeting tonight and if possible could you send me their reserve account and renovation loan payment balance..

Thank you.

Terry Thigpin







