



## CRIPPLE CREEK CONDOMINIUMS

**Brazos Valley Property Management**  
903 S Texas Avenue, College Station, TX 77840  
Business (979)764-2500 Fax (979)764-0508

### **Minutes of CCHOA Board Tele-Conference Meeting August 30, 2018 -- 6:00PM**

**Attendees:** Renee Blamer and Creighton Bennett

Meeting was called to order by Renee at 6:00PM

This meeting was specifically called to discuss three items: 1) New Roofs; 2) New Landscape Design; and, 3) Yearly maintenance of the new Gutters.

1) **New Roofs:** College Station had a severe hail storm on March 18, 2018. Terry Thigpen, BVPM, advised the Board that significant hail damage had been received on numerous properties throughout College Station and he recommended submitting a property damage claim to our insurance company in order to have the roofs inspected. The Board agreed and Terry moved forward with filing a claim. After months of delays with the insurance company, which involved multiple inspections including engineering reports and third parties, Terry was successful in receiving a claim for roof damage at the complex. The HOA received an insurance check on July 23, 2018, for \$119,092.76 for replacement of the roofs. This amount was determined by the insurance company after the depreciation value of \$47,003.36 and after the deductible value of \$50,000.00.

After the determination by the insurance company, the Board tasked BVPM to obtain at minimum 3 bids for replacement of the roofs. The Board received 4 bids from the following companies:

(1)	Richie Roofing	\$269,500.00
(2)	America's Choice Roofing	\$188,152.93
(3)	Grand Champ Roofing	\$192,300.00
(4)	TNT Roofing Service	\$187,677.90

After full review of the 4 presented bids, Creighton moved that the Board accept the bid proposal from TNT Roofing Service. This company was considered an established local company, guaranteed their work, including any damage that may occur during the process of replacing the roofs and had references. After further discussion, Renee agreed and seconded the motion. **The vote was unanimous for TNT Roofing Service to replace the roofs.**

Terry Thigpen was notified of the Board's decision and plans moved forward for the construction to begin. In addition, TNT Roofing Service also agreed to clean out the existing gutters during the installation of the new roofs.



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2) **New Landscape Design:** The new landscape project/design has been an ongoing problem/issue. At the HOA annual meeting of 2017, the Board approved a bid of \$750.00 from Mr. Glen Conrad of Landscape USA, to provide the Board with a design and scope of work needed for this project. After meeting with Mr. Conrad on property and discussing the project, he was to provide the Board with a design. The Board never received the requested additional information from Mr. Conrad.

The Board met with another landscape company, Garden Transformations, in February 2018. The HOA paid a fee of \$750.00 for their survey of the property and traveling fee to the property from Plano, Texas. The company provided their notes/recommendations for the complex including sidewalks and walkways, drainage along patios stating that the patio enclosures are in the way of the natural water flow, the rotting wood due to the water damage, gutter downspouts, tree stumps, etc. After further discussion, The Board decided not to move forward with this company in part due to the travel expense that this company would incur.

BVPM recommended another local company, Texas Landscape. However, the representative of the company was never able to meet with any Board member after numerous attempts.

BVPM nor the Board has been able to locate any additional landscape companies that will provide the Board with a plan for new landscaping. That being said, one of our own Board members decided to bid on the project.

**Creighton Bennett & Associates, LLC** provided a bid to the Board for review. Mr. Bennett has been in the landscape business for over 27 years in the Waco, Texas area and he received his Landscape Architecture Degree from Texas A&M University. Mr. Bennett's bid includes design and installation of all landscaping material such as shrubs, trees, compost and mulch, grass, etc., as needed to complete the new drought resistant landscape that is needed for the complex at an estimate of \$79,800.00. The Board has voted unanimously to accept the bid of \$79,800.00 from Creighton Bennett & Associates, LLC.

3) **Gutter Clean-Out:** The Board had asked BVPM to provide us a minimum of 3 bids from companies that do this on a regular basis in order to input this expense into our 5-year budget plan. BVPM provided the Board with the 3 bids; however, review of these bids by the Board had been placed on a temporary hold due to the hail damage the complex received in March:

(1) Lopez Boyz Lawn Maintenance	\$2,160.00	Yearly
(2) Aggieland Gutters	\$6,600.00	Yearly
(3) A.J.s Seamless Gutters	\$1,900.00	Yearly





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After review of all 3 bids, the Board voted not to use Lopez Boyz, as they are currently the landscape maintenance company for the complex and they do not have the necessary insurance required to cover any personal injuries or damage to the property that may occur.

The Board also voted not use Aggieland Gutters due to their quarterly bid of \$2,750.00 and a first cleaning charge of \$3,850.00.

Renee moved to accept the bid from A.J.s Seamless Gutter. Creighton seconded and the vote was unanimous. The signed bid will be forwarded to BVPM.

### **Adjournment:**

Creighton moved to adjourn. Renee seconded and motion was unanimous at 7:30PM.

Submitted by Renee Blamer, President



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Owners' Association Annual Meeting

October 13, 2018

Meeting was called to order at 10:05 a.m. and roll call was completed showing 7 owners were present or had given proxy. This did not meet a quorum and the Annual Meeting was then Adjourned at 10:10 a.m., after the proof of meeting announcement was reviewed. BVPM HOA Liaison, Toni Myers, was also in attendance. The Cripple Creek Owners Association 2018 Annual Meeting packet was made available to the owners present. Before the CCHOA Board meeting was called to order, the President asked the owners who were in attendance if they had any concerns, questions, etc., for the Board.

The Cripple Creek HOA Board meeting was called to order by the President at 10:30 a.m. Board members present were: Renee Blamer and Creighton Bennett.

1. The previous annual meeting minutes were reviewed by the Board with corrections noted.
2. Board of Directors Elections:
  - i. The President nominated Joe Mahaffey as Vice President. Joe agreed to serve (via conference call) and the vote was unanimous.
3. Board of Directors Current Terms as follows:

i.	Renee Blamer (Open)	2017-2020 (Renee - Interim)
ii.	Joe Mahaffey	2018-2021
iii.	Creighton Bennett:	2016-2019
iv.	Open	2017-2020
v.	Open	2017-2020
4. The Board chose to reinstate the current officers by unanimous vote as listed below.
  - i. Renee Blamer - Interim President; nominated by Creighton Bennett.
  - ii. Joe Mahaffey - Vice President; nominated by Renee Blamer
  - iii. Creighton Bennett - Secretary; nominated by Renee Blamer.
  - iv. Open - Treasurer
5. The President informed any owner who would be interested in joining the HOA Board to please consider doing so, and, if interested to contact Toni Myers or Terry Thigpen of BVPM and to provide a resume of prior experience. The Responsibilities of all Board members is keeping the best interest of all owners in mind when planning for expenditures and the future.



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#### **Old Business - Update - PENDING Items:**

Renee provided an update on items that were approved and voted on at previous meetings of the Board.

1. Laundry Room Space: This space will remain closed due to vandalism and it becoming a Health and Safety issue of the complex. As funds become available, this space will be discussed in further detail. As of this meeting, it is placed permanently on hold until after all other repairs/projects have been completed throughout the complex. i.e., new landscape, new irrigation system, and, new/repair sidewalks. **Project on permanent hold.**
2. Replacement Tree - Building #11: *This tree will be installed during the Landscape/Irrigation Project that will begin in December 2018.* Brazos Valley Tree Service, Tim Sandifer, owes the Complex a tree with a \$700.00 retail value. This tree is to be planted in the large square area at the end of Building 11 that is adjacent to the parking lot and the small retaining wall. The Board Approved tree is a Chinese Pistache. The tree roots will not affect the foundation of the building, has nice fall color and no grackle nests.
3. Water Pressure/Irrigation Issue Buildings #10 and #11: *This project will be addressed during the new Landscape/Irrigation project that will begin in December 2018.*
4. Building #3 Foundation Review: Walt Childers, Brazos Valley Solutions Foundation Repair, inspected this building again in November 2017 and stated there were no foundation issues at that time.
5. Reciprocal Licensing Agreement: (**Recap**: Between Cripple Creek Partners and Martell Interests, involving the "alley" between the Cripple Creek complex and the adjacent Woodstone shopping center.) To date, our attorney has met with the representatives of Martell Interests regarding the maintenance of the area involved and an access agreement with an indemnity provision. Martell Interests completed their Phase 1 of the parking lot/alley way repairs as of 10/05/18, and plan on completing phase two sometime during the first quarter of 2019.

With regards to the Access Agreement, our attorney is working on this project.

6. Violation Log - Rules & Regulations: **Recap**: This Log is used to keep track of an individual unit's violations and subsequent fines and possible attorney involvement if the violation is not corrected. Since in many cases the fines increase depending on the number of violations or the delay in correcting the violation, it is necessary to maintain a record of each violation by





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unit number. Also, this Log (paper trail) is necessary should the HOA need to institute legal action against an owner (tenant is owner responsibility). The Log is to be emailed to the Board/President every other week, as the timeframe for a violation correction is 14 days. This is an ongoing project that needs to be monitored in order to maintain the uniformity and aesthetic look of the complex, thereby keeping the property values in line with or higher than the surrounding area. **Project Ongoing.**

7. **New Irrigation System:** When the new landscape project begins in December 2018, a more thorough investigation of the current irrigation system will take place. As the work progresses, a better determination of what is actually needed to either upgrade or repair the system can be made. Renee made a motion that if immediate repairs are needed, they should be repaired. Creighton seconded and the vote was unanimous.
8. **Sidewalks - New or Finish Repair:** Once the landscape project is completed in early 2019, a final inspection of the sidewalks will be obtained. If it is determined that further repairs are indeed needed, the Board will request for bids to be presented for consideration.
9. **Dumpster:** An owner/proxy had asked if it was possible to add an additional dumpster closer to the Munson side of the complex. BVPM, Toni Myers, spoke with the City of College Station and asked for a review from the City. The City informed Toni that the only available location was at the end of building 6, across from the laundry facility. As previously noted, there has been a dumpster in this location before but it had to be removed due to the inappropriate use by the adjacent laundry facility and shopping center. The Board voted unanimously not to place a dumpster in this location again. The Board asked Toni to inform the owner/proxy that made the request of the City's and the Board's decisions.
10. **Limited Unit Ownership:** An owner asked the Board if there was a limit on how many units an individual could own. At this time, there is not. However, Toni Myers informed the Board that some of the other HOAs managed by BVPM have made changes to their By-laws stating such. The Board asked Toni to ask our attorney what the Board would need to do in order to make this change for the complex.
11. **Unit #99:** This unit was sold on 11/02/17. The new owner was informed that the *Mirrored Film* on all of the windows and the sliding glass door, *must be removed*. Toni confirmed for the Board that the new owner removed the film.



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12. Roofs: TNT Roofing service completed the installation of the new roofs by September 27, 2018.
13. New Landscape Design Project: This project will begin on or around December 26, 2018, to take advantage of the holiday break when the complex will have minimum tenants onsite. This project will also include the permanent removal of all first floor patio enclosures in order to help alleviate drainage issues surrounding those areas of each building. The entire project is estimated to be completed by the end of January 2019.

### **Adjournment:**

Motion to adjourn by Renee Blamer, seconded by Creighton Bennett and vote was unanimous. Meeting adjourned at 11:00a.m. by President Renee Blamer.

Submitted by Renee Blamer, President