

*The Villas of Westwood
Homeowners Association, Inc.*



2019 Annual Meeting

Saturday June 22nd 2019 @ 10am

Century 21 Beal Inc. - Training Room

404 D University Dr. CS TX 77840

Villas at Westwood

Century 21, Beal Inc.
Brazos Valley Property Management
903 S Texas Avenue, College Station, TX 77840
Business (979)764-2500 Fax (979)764-0508

Villas at Westwood Home Owners Association requests your attendance at the **2019 Annual Meeting** to be held at CENTURY 21, Beal TRAINING ROOM, 404 D University Dr. East, College Station, Tx. 77840, on **Saturday, June 22, 2019 at 10am until noon.**

If you cannot be there and would like have your vote counted should there be a quorum, sign the attached proxy and return by 5:30pm Friday, June 21, 2019. You can mail the completed proxy (below) to Century 21, 903 Texas Ave. South, College Station, Texas 77840, and Attention: Toni Myers, email to c21hoa@century21bcs.com or fax it to (979) 764-0508.

Agenda

1. Roll call, owners present and proxies. Determine if quorum.
2. Reading and approval of minutes of preceding annual meeting.
3. 2018 & 2019 Presidents report.
4. Financial report. (2018 Financial Report, Delinquencies, 2019 Budget, Sales)
5. Election/Reinstatement of Officers & Directors
6. Unfinished business.
7. New business.
8. Adjournment

2019 Annual Meeting Proxy Statement

Know All by these Present: That I _____

Do hereby appoint _____
or
(circle one) Susan Winters Donna Morefield Douglas Herbst BVPM Representative

As agent for me, and in my name and stead to vote as my Proxy at the 2019 Annual Meeting of the Villas at Westwood Owners Association, Inc. according to the percentage of votes assigned to act for me on all matters that come before the membership at the meeting as fully as if I were present. This proxy applies only to the June 22, 2019 Annual Meeting and may be revoked by me in writing at any time prior to the meeting.

Owner

Unit number(s)

Email Address

Current Phone Number

This proxy must be received by 5:30pm June 21, 2019.
You can mail: BVPM, 903 S. Texas Ave., College Station, TX 77840,
Fax: 979-764-0508 or Email: c21hoa@century21bcs.com

Villas at Westwood

February 17, 2018

Attending: Sherry Papes, Susan Winters, Douglas Herbst, Cealy Herbst, Toni Meyers and Donna Morefield

- 10:06 Meeting began
- 10:09 Reviewed last meetings minutes
- 10:10 Financials
 - Spending more than taking in
 - Look at adjusting lawn maintenance
 - Determine number of cuts per year and take down is needed
 - From March to November cut every 10 days, and remaining months only cut once a month. This will total 35 cuts per year.
- 10:20 Delinquent Accounts
 - 1828 is past due by \$5,241.08
 - Lien has been sent to mortgage company
 - Last payment was March 2017
- 10:27 Review reserve account
- 10:28 Budget
 - Try to adjust lawn service and turn back water sprinkler to three times a week.
 - Currently need \$161.90 more per month to cover operational costs.
 - Will increase \$14.50 per year for the next two years
 - Dues to increase to \$159.50 starting April 1st.
- 10:37 Comparative Market Analysis
 - 2 sold this past year
- 10:38 Insurance review
- 10:39 Unfinished business
 - Have contractor look at roofs to determine if there was any damage from Harvey. If so, see if insurance will cover it.
- 10:50 Next meeting will be 3rd week in January 2019
- 10:52 Adjourned

Cash Flow

BVP Management, Inc.

Properties: Villas of Westwood HOA - 1800-1872 W Villa Maria College Station, TX 77807

Date Range: 01/01/2018 to 12/31/2018

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				
Late Fees\NSF Rent	50.00	0.05	50.00	0.05
Homeowners Association Dues	37,649.00	35.99	37,649.00	35.99
Insurance Reimbursment	66,922.92	63.97	66,922.92	63.97
Total Operating Income	104,621.92	100.00	104,621.92	100.00
Expense				
Electrical Repairs	947.86	0.91	947.86	0.91
General Maintenance	2,067.22	1.98	2,067.22	1.98
Insurance	9,934.04	9.50	9,934.04	9.50
Transfer to Reserves	4,080.00	3.90	4,080.00	3.90
Legal Fees	551.88	0.53	551.88	0.53
Lawn/Property Maintenance	12,732.91	12.17	12,732.91	12.17
Special Projects	73,551.10	70.30	73,551.10	70.30
Management Fee	4,800.00	4.59	4,800.00	4.59
Pest Control	1,201.58	1.15	1,201.58	1.15
Plumbing Expense	85.00	0.08	85.00	0.08
Porter Service	140.00	0.13	140.00	0.13
Professional Fees	325.00	0.31	325.00	0.31
Utilities	1,321.36	1.26	1,321.36	1.26
Total Operating Expense	111,737.95	106.80	111,737.95	106.80
NOI - Net Operating Income	-7,116.03	-6.80	-7,116.03	-6.80
Total Income	104,621.92	100.00	104,621.92	100.00
Total Expense	111,737.95	106.80	111,737.95	106.80
Net Income	-7,116.03	-6.80	-7,116.03	-6.80
Other Items				
Prepayments	-491.50		-491.50	
Net Other Items	-491.50		-491.50	
Cash Flow	-7,607.53		-7,607.53	
Beginning Cash	5,918.39		5,918.39	
Beginning Cash + Cash Flow	-1,689.14		-1,689.14	
Actual Ending Cash	-1,689.14		-1,689.14	

Cash Flow

BVP Management, Inc.

Properties: Villas of Westwood HOA - 1800-1872 W Villa Maria College Station, TX 77807

Date Range: 01/01/2019 to 05/31/2019

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				
Late Fees\NSF Rent	-105.50	-0.55	-105.50	-0.55
Homeowners Association Dues	19,440.43	100.55	19,440.43	100.55
Total Operating Income	19,334.93	100.00	19,334.93	100.00
Expense				
Fence Repair	54.13	0.28	54.13	0.28
General Maintenance	644.33	3.33	644.33	3.33
Insurance	4,560.86	23.59	4,560.86	23.59
Transfer to Reserves	1,740.00	9.00	1,740.00	9.00
Legal Fees	-1,972.96	-10.20	-1,972.96	-10.20
Lawn/Property Maintenance	4,892.89	25.31	4,892.89	25.31
Management Fee	2,000.00	10.34	2,000.00	10.34
Pest Control	433.00	2.24	433.00	2.24
Plumbing Expense	310.00	1.60	310.00	1.60
Utilities	352.76	1.82	352.76	1.82
Total Operating Expense	13,015.01	67.31	13,015.01	67.31
NOI - Net Operating Income	6,319.92	32.69	6,319.92	32.69
Total Income	19,334.93	100.00	19,334.93	100.00
Total Expense	13,015.01	67.31	13,015.01	67.31
Net Income	6,319.92	32.69	6,319.92	32.69
Other Items				
Prepayments	79.00		79.00	
Net Other Items	79.00		79.00	
Cash Flow	6,398.92		6,398.92	
Beginning Cash	-1,689.14		-1,689.14	
Beginning Cash + Cash Flow	4,709.78		4,709.78	
Actual Ending Cash	4,709.78		4,709.78	

Expense Distribution

Exported On: 06/21/2019 03:53 PM

Active Properties Owned By: Villa's of Westwood

Payees: All

Bill Date Range: 01/01/2018 to 12/31/2018

Reference	Bill Date	Payee	Amount	Check #	Check Date	Description
2270 - Clearing-Tenant Deposits						
	06/20/2018	Daniel & Andrea Lord	120.50	121384	06/21/2018	Daniel & Andrea Lorden, Villas of Westwood HOA - 1812: Move Out Refund
6390 - Electrical Repairs						
11506	10/04/2018	Constant Current Ele	947.86	121690	10/05/2018	Supplies & installed 4 LED lights 1808/1820/1832/1856
6455 - General Maintenance						
1315	01/05/2018	Robert Walker	130.96	120832	01/08/2018	winterize all hose bibs and pipes
9213	03/06/2018	Clean Up Crew	54.13	120996	03/07/2018	1864/reattached 1x8 board back on porch and caulked
9445	08/17/2018	Clean Up Crew	243.56	121546	08/17/2018	Removed satellite dishes that were removed from roofs
9462	08/24/2018	Clean Up Crew	32.48	121563	08/24/2018	1840/filled crack above lr windows with mortar
1097	09/25/2018	Aggieland Gutters LL	1,500.00	121647	09/26/2018	Installation of Gutters 1800,1816,1836
9446	11/19/2018	Clean Up Crew	106.09	121814, 12181	11/20/2018, 11	front storage room door, removed and repaired door at bottom and paint
			2,067.22			
6470 - Insurance						
	01/12/2018	Philadelphia Insuranc	692.58	120854	01/15/2018	Monthly Insurance payment
100239	02/08/2018	Philadelphia Insuranc	692.58	120933	02/08/2018	Monthly Insurance
100239	03/08/2018	Philadelphia Insuranc	692.58	121020	03/08/2018	Monthly Insurance
04028046810	04/09/2018	Philadelphia Insuranc	692.58	121122	04/09/2018	Monthly Insurance
04028208330	05/08/2018	Philadelphia Insuranc	692.58	121217	05/08/2018	Monthly Insurance
FID8001350	07/26/2018	RLI Surety	186.00	121473	07/26/2018	Fedility Insurance
insurance down	08/27/2018	Philadelphia Insuranc	2,691.50	121576	08/27/2018	Monthly Insurance
100239	09/06/2018	Philadelphia Insuranc	3,593.64	121621	09/07/2018	Annual Insurance Policy downpayment
			9,934.04			
6471 - Transfer to Reserves						
	01/01/2018	Villa's of Westwood	300.00	120811	01/02/2018	January 2018 - Transfer to Reserves
	02/01/2018	Villa's of Westwood	300.00	120893	02/02/2018	February 2018 - Transfer to Reserves
	03/01/2018	Villa's of Westwood	348.00	120978	03/01/2018	March 2018 - Transfer to Reserves
	04/01/2018	Villa's of Westwood	348.00	121076	04/04/2018	April 2018 - Transfer to Reserves
	05/01/2018	Villa's of Westwood	348.00	121196	05/01/2018	May 2018 - Transfer to Reserves
	06/01/2018	Villa's of Westwood	348.00	121293	06/05/2018	June 2018 - Transfer to Reserves
	07/01/2018	Villa's of Westwood	348.00	121404	07/02/2018	July 2018 - Transfer to Reserves
	08/01/2018	Villa's of Westwood	348.00	121488	08/02/2018	August 2018 - Transfer to Reserves
	09/01/2018	Villa's of Westwood	348.00	121600	09/04/2018	September 2018 - Transfer to Reserves
	10/01/2018	Villa's of Westwood	348.00	121683	10/01/2018	October 2018 - Transfer to Reserves
	11/01/2018	Villa's of Westwood	348.00	121763	11/02/2018	November 2018 - Transfer to Reserves
	12/01/2018	Villa's of Westwood	348.00	121857	12/03/2018	December 2018 - Transfer to Reserves
			4,080.00			
6473 - Legal Fees						
14332	01/14/2018	The Rife Law Firm	50.00	120855	01/15/2018	Delinquent account
14407	02/19/2018	The Rife Law Firm	247.50	120951	02/19/2018	legal issues with Foreclosure issues
14479	03/14/2018	The Rife Law Firm	144.38	121033	03/14/2018	legal issues with Foreclosure issues
14547	04/24/2018	The Rife Law Firm	82.50	121166	04/24/2018	Legal issues with owner
14815	09/05/2018	Rife & Beddingfield, P	27.50	121622	09/07/2018	Legal issue with HOA owner behind on Dues
			551.88			
6475 - Lawn/Property Maintenance						
61262	01/05/2018	LUSA Austin LLC	1,082.50	120827	01/08/2018	monthly lawn care
70965	01/05/2018	LUSA Austin LLC	1,114.98	120827	01/08/2018	monthly lawn care
71484	02/05/2018	LUSA Austin LLC	1,114.98	120917	02/06/2018	Monthly Lawn Maintenance
71897	03/05/2018	LUSA Austin LLC	1,114.98	121008	03/07/2018	Monthly Lawn Maintenance
72338	04/04/2018	LUSA Austin LLC	1,114.98	121110	04/05/2018	Monthly Lawn Maintenance
40618G	04/11/2018	Green Magic, Lawn,	324.75	121136	04/11/2018	Weed control, fertilizer, fire ant control
72783	05/04/2018	LUSA Austin LLC	784.81	121204	05/04/2018	Monthly Lawn Maintenance
73437	06/05/2018	LUSA Austin LLC	1,114.98	121312	06/06/2018	Monthly Lawn Maintenance
70518G	07/05/2018	Green Magic, Lawn,	324.75	121418	07/05/2018	Quarterly lawn fertilizing
75439	09/10/2018	LUSA Austin LLC	784.81	121629	09/10/2018	Monthly Lawn Maintenance
92718G	10/04/2018	Green Magic, Lawn,	324.75	121691	10/05/2018	Pre-emergent weed control, Fertilizer, Fire Ant Control
76099	10/04/2018	LUSA Austin LLC	784.81	121695	10/05/2018	Monthly Lawn Maintenance
74104/74798/7	10/14/2018	LUSA Austin LLC	1,177.21	121719	10/15/2018	Monthly Lawn Maintenance July & August
76728	11/06/2018	LUSA Austin LLC	784.81	121782	11/06/2018	monthly maintenance
77162	12/04/2018	LUSA Austin LLC	784.81	121873	12/05/2018	Monthly Lawn Service
			12,732.91			
6531 - Special Projects						
001	07/25/2018	Grandchamp Roofing	70,650.00	121469	07/25/2018	New roofs
9399	08/24/2018	Clean Up Crew	2,901.10	121563	08/24/2018	Painted garage doors and trim from hail damage
			73,551.10			
6540 - Management Fee						
	01/02/2018	BVP Management, Ir	400.00	120796	01/02/2018	Management Fee for 01/2018
	02/02/2018	BVP Management, Ir	400.00	120885	02/02/2018	Management Fee for 02/2018
	03/01/2018	BVP Management, Ir	400.00	120985	03/01/2018	Management Fee for 03/2018

	04/04/2018	BVP Management, Ir	400.00	121065	04/04/2018	Management Fee for 04/2018
	05/01/2018	BVP Management, Ir	400.00	121180	05/01/2018	Management Fee for 05/2018
	06/05/2018	BVP Management, Ir	400.00	121278	06/05/2018	Management Fee for 06/2018
	07/02/2018	BVP Management, Ir	400.00	121393	07/02/2018	Management Fee for 07/2018
	08/02/2018	BVP Management, Ir	400.00	121495	08/02/2018	Management Fee for 08/2018
	09/04/2018	BVP Management, Ir	400.00	121584	09/04/2018	Management Fee for 09/2018
	10/01/2018	BVP Management, Ir	400.00	121666	10/01/2018	Management Fee for 10/2018
	11/02/2018	BVP Management, Ir	400.00	121747	11/02/2018	Management Fee for 11/2018
	12/03/2018	BVP Management, Ir	400.00	121837	12/03/2018	Management Fee for 12/2018
			4,800.00			
6695 - Pest Control						
17686	01/05/2018	Joe Loudat DBA/	86.60	120825	01/08/2018	monthly pest control
17813	02/04/2018	Joe Loudat DBA/	86.60	120916	02/06/2018	monthly pest control
17946	03/02/2018	Joe Loudat DBA/	86.60	121006	03/07/2018	monthly pest control
18084/18065	04/04/2018	Joe Loudat DBA/	248.98	121109	04/05/2018	monthly pest control
18215	05/03/2018	Joe Loudat DBA/	86.60	121203	05/04/2018	monthly pest control
18336	06/05/2018	Joe Loudat DBA/	86.60	121307	06/06/2018	monthly pest control
18474	07/03/2018	Joe Loudat DBA/	86.60	121420	07/05/2018	monthly pest control
18618	08/03/2018	Joe Loudat DBA/	86.60	121514	08/06/2018	monthly pest control
18781	09/05/2018	Joe Loudat DBA/	86.60	121618	09/07/2018	monthly pest control
18953	10/04/2018	Joe Loudat DBA/	86.60	121694	10/05/2018	monthly pest control
19097	11/05/2018	Joe Loudat DBA/	86.60	121767	11/06/2018	monthly pest control
19247	12/04/2018	Joe Loudat DBA/	86.60	121872	12/05/2018	Monthly Pest Control
			1,201.58			
6700 - Plumbing Expense						
2097	09/25/2018	Twin City Plumbing L	85.00	121658	09/26/2018	1824-located shut off valve
6701 - Porter Service						
1516	09/05/2018	Robert Walker	45.00	121626	09/07/2018	Post front doors concerning garage doors being painted
1517	09/05/2018	Robert Walker	45.00	121626	09/07/2018	Report on satellite dishes mounted back on new roofs.
1541	11/05/2018	Robert Walker	50.00	121768	11/06/2018	Bulk Pick up
			140.00			
6705 - Professional Fees						
195254	07/12/2018	Thompson, Derrig an	325.00	121444	07/12/2018	2017 US Income Tax Return
6810 - Utilities						
2005833	01/02/2018	Bryan Texas Utilities	114.63	120795	01/02/2018	electric and water
2005833	01/24/2018	Bryan Texas Utilities	74.65	120864	01/24/2018	utilities
2005833	03/02/2018	Bryan Texas Utilities	56.08	120994	03/07/2018	utilities
2005833	03/19/2018	Bryan Texas Utilities	67.78	121037	03/19/2018	utilities
2005833	04/19/2018	Bryan Texas Utilities	65.41	121148	04/19/2018	utilities
2005833	05/21/2018	Bryan Texas Utilities	46.09	121240	05/21/2018	utilities
2005833	06/19/2018	Bryan Texas Utilities	47.80	121367	06/19/2018	utilities
2005833	07/24/2018	Bryan Texas Utilities	123.96	121465	07/24/2018	utilities
2005833	08/24/2018	Bryan Texas Utilities	248.35	121561	08/24/2018	utilities
2005833	09/25/2018	Bryan Texas Utilities	370.53	121650	09/26/2018	utilities
2005833	10/21/2018	Bryan Texas Utilities	62.73	121725	10/22/2018	utilities
2005833	12/04/2018	Bryan Texas Utilities	43.35	121863	12/05/2018	utilities
			1,321.36			
Total			111,858.45			

Expense Distribution

Exported On: 06/21/2019 03:58 PM

Active Properties Owned By: Villa's of Westwood

Payees: All

Bill Date Range: 01/01/2019 to 05/31/2019

Reference	Bill Date	Payee	Amount	Check #	Check Date	Description
6430 - Fence Repair						
9602	01/06/2019	Clean Up Crew	54.13	121957	01/07/2019	#1852/ repaired fence to post and secured pickets
6455 - General Maintenance						
1596	01/06/2019	Robert Walker	47.28	121968	01/07/2019	Painted mailbox base
10663	02/06/2019	T. Fry Make Ready	50.00	122071	02/06/2019	reattached front door board
10793	03/05/2019	T. Fry Make Ready	321.18	122171	03/07/2019	Repair fence
10886	04/04/2019	T. Fry Make Ready	225.87	122282	04/07/2019	general maintenance
			644.33			
6470 - Insurance						
100239	02/25/2019	Philadelphia Insurance Companies	1,814.35	122104	02/25/2019	Monthly Insurance for January and February 2019
1000020360	04/04/2019	Philadelphia Insurance Companies	1,376.31	122279	04/07/2019	insurance
122279	04/22/2019	Philadelphia Insurance Companies	473.03	122318	04/23/2019	insurance
100239	05/24/2019	Philadelphia Insurance Companies	897.17	122408	05/28/2019	monthly insurance
			4,560.86			
6471 - Transfer to Reserves						
	01/01/2019	Villa's of Westwood	348.00	121932	01/03/2019	January 2019 - Transfer to Reserves
	02/01/2019	Villa's of Westwood	348.00	122044	02/04/2019	February 2019 - Transfer to Reserves
	03/01/2019	Villa's of Westwood	348.00	122133	03/04/2019	March 2019 - Transfer to Reserves
	04/01/2019	Villa's of Westwood	348.00	122253	04/04/2019	April 2019 - Transfer to Reserves
	05/01/2019	Villa's of Westwood	348.00	122338	05/02/2019	May 2019 - Transfer to Reserves
			1,740.00			
6473 - Legal Fees						
15087	01/06/2019	Rife & Beddingfield, P.C.	247.50	121966	01/07/2019	Legal issues with foreclosure of unit 1828
15145	01/23/2019	Rife & Beddingfield, P.C.	412.50	122012	01/23/2019	Legal issues with 1828 Villas at Westwood
15209	03/04/2019	Rife & Beddingfield, P.C.	412.52	122169	03/07/2019	Legal issues with foreclosure on 1828
15270	03/29/2019	Rife & Beddingfield, P.C.	42.00	122280	04/07/2019	1800 legal fees
			1,114.52			
6475 - Lawn/Property Maintenance						
78093	01/06/2019	LUSA Austin LLC	784.81	121964	01/07/2019	Monthly Lawn Service
78547	02/05/2019	LUSA Austin LLC	784.81	122063	02/06/2019	January lawn maintenance
78952	03/04/2019	LUSA Austin LLC	784.81	122166	03/07/2019	Monthly Lawn Maintenance
21519a	03/05/2019	Green Magic, Lawn, Tree and Shrub Health	324.75	122162	03/07/2019	lawn treatment
79466	04/01/2019	LUSA Austin LLC	784.81	122277	04/07/2019	1800 monthly lawn maintenance
79537	04/23/2019	LUSA Austin LLC	644.09	122315	04/23/2019	lawn service
80033	05/05/2019	LUSA Austin LLC	784.81	122358	05/06/2019	monthly lawn maintenance
			4,892.89			
6540 - Management Fee						
	01/03/2019	BVP Management, Inc.	400.00	121920	01/03/2019	Management Fee for 01/2019
	02/04/2019	BVP Management, Inc.	400.00	122033	02/04/2019	Management Fee for 02/2019
	03/04/2019	BVP Management, Inc.	400.00	122121	03/04/2019	Management Fee for 03/2019
	04/04/2019	BVP Management, Inc.	400.00	122236	04/04/2019	Management Fee for 04/2019
	05/02/2019	BVP Management, Inc.	400.00	122327	05/02/2019	Management Fee for 05/2019
			2,000.00			
6695 - Pest Control						
19374	01/06/2019	Joe Loudat DBA/	86.60	121962	01/07/2019	Monthly Pest Control Service
19506	02/05/2019	Joe Loudat DBA/	86.60	122062	02/06/2019	monthly pest control
19637	03/04/2019	Joe Loudat DBA/	86.60	122165	03/07/2019	Monthly Pest Control
1498	04/04/2019	Joe Loudat DBA/	86.60	122276	04/07/2019	monthly pest control
1498	05/05/2019	Joe Loudat DBA/	86.60	122357	05/06/2019	monthly pest control 1828-1844
			433.00			
6700 - Plumbing Expense						
2230	02/05/2019	Twin City Plumbing LLC	225.00	122066	02/06/2019	Repaired water leak at main water line.
2229	02/05/2019	Twin City Plumbing LLC	85.00	122066	02/06/2019	Inspected water leak at meter.
			310.00			
6810 - Utilities						
2005833	01/03/2019	Bryan Texas Utilities	45.53	121944	01/03/2019	utilities
2005833	01/23/2019	Bryan Texas Utilities	43.55	122005	01/23/2019	utilities
2005833	02/20/2019	Bryan Texas Utilities	43.43	122092	02/21/2019	2041 electric water
2005833	03/21/2019	Bryan Texas Utilities	46.68	122216	03/22/2019	2041 electric water
2005833	04/23/2019	Bryan Texas Utilities	43.35	122310	04/23/2019	electric & water
2005833	05/21/2019	Bryan Texas Utilities	130.22	122392	05/21/2019	monthly utilities
			352.76			
Total			16,102.49			

Homeowner Delinquency

Properties: Villas of Westwood HOA - 1800-1872 W Villa Maria College Station, TX 77807

Amount Owed In Account: All

Balance: Greater than 160.00

Unit	Name	Amount Receivable
<hr/>		
1808	Villas of Westwood HOA - 1800-1872 W Villa Maria College Station, TX 77807	217.50
Total		217.50



PROSPERITY BANK®

Visit us online at ProsperityBankUSA.com

Statement Date

5/31/2019

7142 1 AV 0.383

Account No

VILLAS AT WESTWOOD CONDO OWNERS ASSOC

Page 1 of 4

HOA RESERVE ACCOUNT

903 TEXAS AVE S

COLLEGE STATION TX 77840-2228



STATEMENT SUMMARY

TX Small Business Check Account No

05/01/2019	Beginning Balance			\$14,702.00
	1 Deposits/Other Credits		+	\$348.00
	0 Checks/Other Debits		-	\$0.00
05/31/2019	Ending Balance	31	Days in Statement Period	\$15,050.00
	Total Enclosures			1

DEPOSITS/OTHER CREDITS

Date	Description	Amount
05/06/2019	Deposit	\$348.00

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
05-01	\$14,702.00	05-06	\$15,050.00

0000



102071 : 00714201

MEMBER FDIC

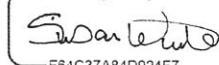


NYSE Symbol "PB"

VILLAS AT WESTWOOD HOA 2019 BUDGET

	2018 Budget	2018 Actual	2019 Budget
INCOME:			
HOA Dues:	34800	37157.5	38280
Late Fees/ Violations		50	
Ins. Reimbursement		66922.92	
TOTAL INCOME:	34800	104130.4	38280
EXPENSES:			
Special Projects	0	73551.1	0
Electrical Repairs	0	947.86	450
General Maintenance	900	2067.22	1750
Insurance	9100	9934.04	10766
Legal/Professional	1000	876.88	400
Lawn	15000	12732.91	13000
Management Fee	4800	4800	4800
Office Supplies	25		0
Pest Control	1100	1201.58	1150
Plumbing Expense	150	85	100
Roofing Expense	200	0	0
Fence Repair	400	0	175
Utilities	2100	1321.36	1500
Transfer to Reserves	4080	4080	4080
Porter Service	0	140	109
TOTAL EXPENSES:	38855	111738	38280
	-4055	-7607.53	0

DocuSigned by:



F64C37A84D924F7...
HOA President

4/30/2019

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/01/2019

PRODUCER Service Insurance Group, Inc. PO Box 5753 3840 Corporate Center Dr Bryan TX 77805-5753 (979)774-3900	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Villas at Westwood Owners Association c/o Century 21 Beal 903 S Texas Ave College Sta. TX 77840-	INSURER A: RLI Insurance Company	
	INSURER B: Philadelphia Indemnity	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

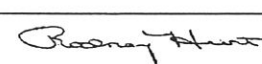
INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
B	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PHPK1867326	08/19/2018	08/19/2019	EACH OCCURRENCE	\$ 1,000,000
					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
					MED EXP (Any one person)	\$ 5,000
					PERSONAL & ADV INJURY	\$ 1,000,000
					GENERAL AGGREGATE	\$ 2,000,000
					PRODUCTS - COMP/OP AGG	\$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	\$
					BODILY INJURY (Per person)	\$
					BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
					OTHER THAN AUTO ONLY: EA ACC	\$
					AGG	\$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				EACH OCCURRENCE	\$
					AGGREGATE	\$
						\$
						\$
						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS	OTH-ER
					E.L. EACH ACCIDENT	\$
					E.L. DISEASE - EA EMPLOYEE	\$
					E.L. DISEASE - POLICY LIMIT	\$
A	OTHER Directors & Officers Fidelity Bond	FID8001350	08/19/2018	08/19/2019	Bond Limit	63,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

CANCELLATION

AI 000541

Evidence of Insurance For a detailed certificate or to verify any info please contact the agency.	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE 

ANNUAL HOA MEETING CHECK LIST

HOA:

PREPARE FOR THE MEETING	√
Packet:	
Cover Sheet	✓
Agenda / Proxy	✓
Minutes (annual board & special)	✓
Cash Flow	✓
Expense Distribution	✓
Delinquency	✓
Reserve	✓
Budget	✓
CMA	✗
Insurance	✓
Meeting:	
Sign in Sheet	
Pens	
Packets	
Door Sign	
Pictures on TV / Laptop	✗
Proxies	✓

BEFORE THE MEETING

TASK	DATE	√
MEETING		
MAILOUT		
POSTED ON WEBSITE		
EMAILED OUT		
REMINDER EMAIL		

AFTER THE MEETING

TASK	DATE	√
POST PACKET ON THE WEB		
POST MINUTES ON WEB		
SAVE ALL DOC. ON SERVER		
FILE ALL DOCUMENTS		

Villas of Westwood HOA

June 22nd 2019

ANNUAL MEETING SIGN IN SHEET

NAME/UNIT	PHONE	EMAIL
1. Sheri Pappas #1804	919-329-3267	Sheripapp@gmail.com
2. SUSAN WINTERS #1848	919-446-2008	sewinters64@gmail.com
3. Douglas Herbst #1856	713-501-4463	douglasherbst16@gmail.com
4. Donald Morefield #1832	979-920-4128	hobbes_kathy@yahoo.com
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		