

# VILLAS AT WESTWOOD ANNUAL HOMEOWNERS ASSOCIATION MEETING

<http://www.villasofwestwood.com>



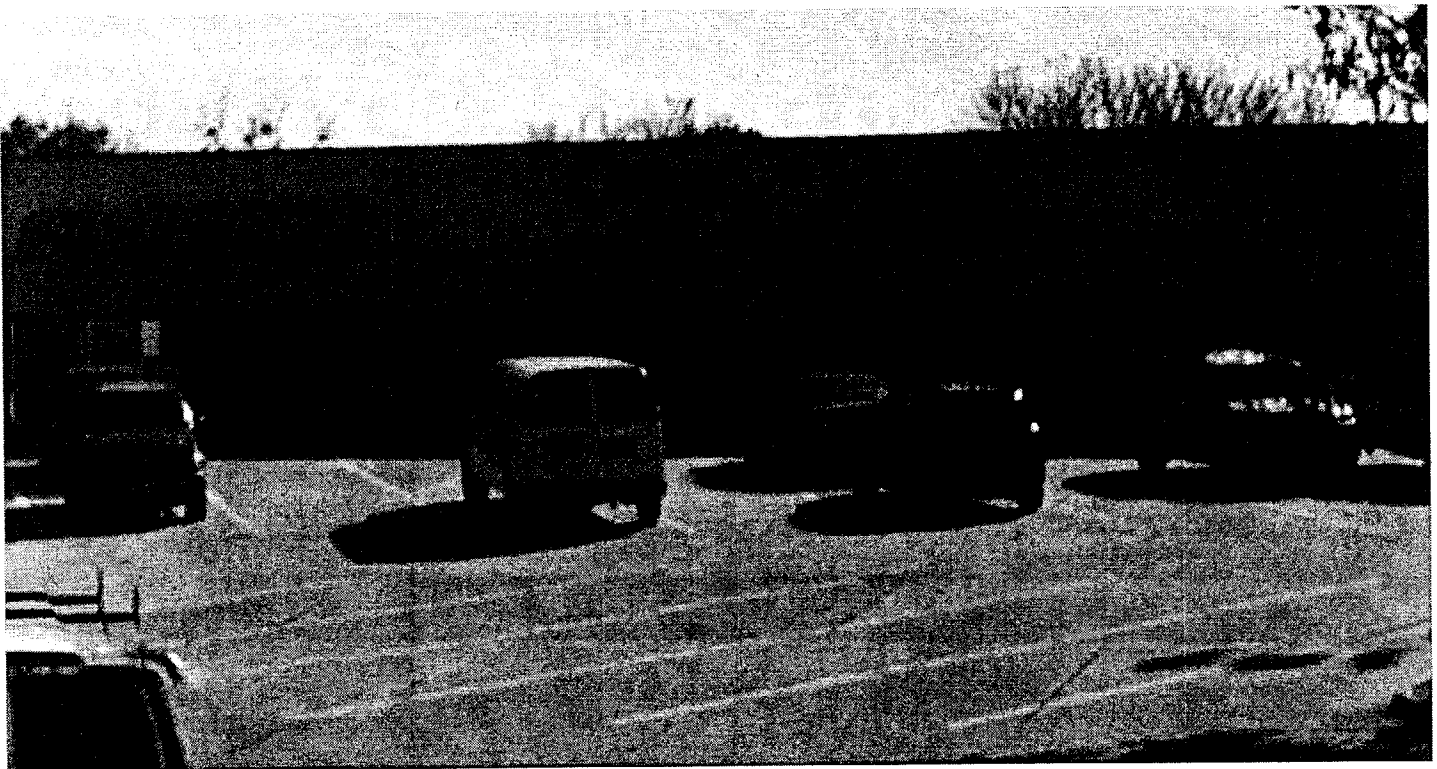
**May 31, 2014** 10AM – Noon  
404 D. University Dr. E. College Station, Texas  
Century 21, Beal

**BVP MANAGEMENT, INC**  
903 S. Texas Ave. College Station,  
Texas 77840  
(979)764-  
2500 || <http://century21bvpm.com>

# 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 2014 annual meeting to be held at **CENTURY 21 TRAINING ROOM**, 404 University Dr. East, College Station, Tx.77840, on Saturday, May 31, 2014 at 9:30 am until 12-noon or completion of business.



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 May 30, 2014. You can mail the completed proxy (below) to

BVPM

903 Texas Ave South, College Station, Tx. 77840,

979-764-2500

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Century 21, 903 Texas Ave. South, College Station, Texas 77840, and Attention: Joey Condon, email to [c21hoa@century21bcs.com](mailto:c21hoa@century21bcs.com) or fax it to (979) 764-0508.

## Agenda

1. Greetings from President
2. Hand out Financials (Terry to provide packet)
3. Improvements from last year
  - a. Identify short term projects that need attention
4. 5 year plan
  - a. Identify future projects
5. Discuss Board Member positions
  - a. Open floor to nominations
  - b. Vote
6. Schedule Next meeting
7. Adjourn

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## 2014 Annual Meeting Proxy Statement

Know All by these Present: That I \_\_\_\_\_

Do hereby appoint \_\_\_\_\_

As agent for me, and in my name and stead to vote as my Proxy at the 2014 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

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proxy applies only to the May 31, 2014 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 April 11, 2014.  
You can mail: BVPM, 903 S. Texas Ave., College Station, TX 77840,  
Fax: 979-764-0508 or  
Email: [c21hoa@century21bcs.com](mailto:c21hoa@century21bcs.com)

**Cash Flow (Cash)**  
**Villas of Westwood - (villas)**  
**January 2014 - May 2014**

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Prepared For:  
Villa's of Westwood  
c/o BVP Management  
404 D University Dr. East  
College Station, TX 77840

Prepared By:  
BVP Management, Inc.  
903 Texas Ave S  
College Station, TX 77840

	Period to Date	%	Year to Date	%
<b>INCOME</b>				
<b>RENT INCOME</b>				
Late Fees\NSF Rent	135.00	0.83	135.00	0.83
Homeowners Association Dues	16,055.93	98.56	16,055.93	98.56
Admin. Fee	25.00	0.15	25.00	0.15
Transfer Fee	75.00	0.46	75.00	0.46
<b>NET RENT INCOME</b>	<b>135.00</b>	<b>0.83</b>	<b>135.00</b>	<b>0.83</b>
<b>OTHER INCOME</b>				
<b>TOTAL OTHER INCOME</b>	<b>100.00</b>	<b>0.61</b>	<b>100.00</b>	<b>0.61</b>
<b>TOTAL INCOME</b>	<b>16,290.93</b>	<b>100.00</b>	<b>16,290.93</b>	<b>100.00</b>
<b>EXPENSES</b>				
HOA/Dues expense	-405.00	-2.49	-405.00	-2.49
Insurance	3,423.90	21.02	3,423.90	21.02
Legal Fees (HOA)	-181.57	-1.11	-181.57	-1.11
Lawn/Property Maintenance	3,815.83	23.42	3,815.83	23.42
Maint. Mgmt. Fee	2,000.00	12.28	2,000.00	12.28
Pest Control	433.00	2.66	433.00	2.66
Professional Fees	290.00	1.78	290.00	1.78
Utilities	193.05	1.19	193.05	1.19
<b>TOTAL DIRECT EXPENSES</b>	<b>9,569.21</b>	<b>58.74</b>	<b>9,569.21</b>	<b>58.74</b>
<b>TOTAL EXPENSES</b>	<b>9,569.21</b>	<b>58.74</b>	<b>9,569.21</b>	<b>58.74</b>
<b>NET INCOME</b>	<b>6,721.72</b>	<b>41.26</b>	<b>6,721.72</b>	<b>41.26</b>
<b>ADJUSTMENTS</b>				
Prepaid Rent	-605.00		-605.00	
<b>TOTAL ADJUSTMENTS</b>	<b>-605.00</b>		<b>-605.00</b>	
<b>CASH FLOW</b>	<b>6,116.72</b>		<b>6,116.72</b>	
Beginning Cash	24,254.53			
Ending Balance	30,371.25			

**Expense Distribution**  
**villas - Villas of Westwood**  
**Invoice Date: 01/2014 - 12/2014**  
**Check Date: 01/2014 - 12/2014**

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Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
<b>4530 Late Fees\NSF Rent</b>										
214252	refund late f	04/09/14	villas	torrese	2200	70.00		107387	04/09/14	Reverse late fees
						70.00	0.00			
<b>6470 Insurance</b>										
213669	TXH-18487	12/30/13	villas	ipfs	2200	684.78		107172	01/08/14	Insurance for Villa's Westwood
213807	TXH-18487	01/30/14	villas	ipfs	2200	684.78		107231	02/06/14	Insurance payment Villas
213995	TXH-18487	02/27/14	villas	ipfs	2200	684.78		107297	03/06/14	Insurance
214196	TXH-18487	04/07/14	villas	ipfs	2200	684.78		107354	04/07/14	Villas/Insurance/TXH-184870/B
214387	TXH-18487	04/29/14	villas	ipfs	2200	684.78		107448	05/06/14	Insurance for Villas
						3,423.90	0.00			
<b>6473 Legal Fees (HOA)</b>										
213944	7412	02/21/14	villas	peterso	2200	87.50		107290	03/06/14	Villas/Kelly Brown/Draft demand
						87.50	0.00			
<b>6475 Lawn/Property Maintenance</b>										
213629	11124	12/31/13	villas	oneal	2200	514.19		107161	01/06/14	monthly lawn service Westwood
213834	11165	02/03/14	villas	oneal	2200	514.19		107223	02/06/14	Lawn Service
214019	11266	02/28/14	villas	oneal	2200	514.19		107289	03/06/14	Lawn Service
214101	landscaping	03/20/14	villas	oneal	2200	700.00		107319	03/20/14	Landscaping issues approved
214213	11366	04/07/14	villas	oneal	2200	1,059.07		107371	04/07/14	Westwood
214355	11413	04/30/14	villas	oneal	2200	514.19		107437	05/06/14	monthly lawn service (Villa
						3,815.83	0.00			
<b>6530 Maint. Mgmt. Fee</b>										
213597	notes-2135	01/01/14	villas	office		400.00		107154	01/06/14	Villas of Westwood
213765	notes-2137	02/01/14	villas	office		400.00		107205	02/03/14	Villas of Westwood
213972	notes-2139	03/01/14	villas	office		400.00		107274	03/03/14	Villas of Westwood
214180	notes-2141	04/01/14	villas	office		400.00		107349	04/03/14	Villas of Westwood
214328	notes-2143	05/01/14	villas	office		400.00		107425	05/01/14	Villas of Westwood
						2,000.00	0.00			
<b>6695 Pest Control</b>										
213613	11311	01/01/14	villas	lonestar	2200	86.60		107159	01/06/14	Monthly exterior Pest Control
213816	11419	01/31/14	villas	lonestar	2200	86.60		107221	02/06/14	Monthly Exterior Service (pest)
214001	11538	02/25/14	villas	lonestar	2200	86.60		107293	03/06/14	Monthly exterior Service
214160	11645	04/02/14	villas	lonestar	2200	86.60		107362	04/07/14	Villas/Pest Control/11645/BC
214365	11755	04/30/14	villas	lonestar	2200	86.60		107436	05/06/14	
						433.00	0.00			
<b>6705 Professional Fees</b>										
214113	176510	03/20/14	villas	thomp	2200	290.00		107335	03/27/14	Villas/Income Tax/176510/BC
						290.00	0.00			
<b>6810 Utilities</b>										
213721	2005833	01/17/14	villas	btu	2200	36.66		107179	01/17/14	VW/Utilities/2005833/BC
213967	2005833	02/28/14	villas	btu	2200	36.66		107270	03/03/14	Villas/Utilities/2005833/BC
214097	2005833	03/10/14	villas	btu	2200	36.66		107322	03/20/14	
214294	2005833	04/08/14	villas	btu	2200	83.07		107410	04/25/14	
						193.05	0.00			
						10,313.28	0.00			

**Cash Flow (Cash)**  
**Villas of Westwood - (villas)**  
**January 2013 - December 2013**

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	Period to Date	%	Year to Date	%
<b>INCOME</b>				
<b>RENT INCOME</b>				
Late Fees\NSF Rent	630.00	1.90	630.00	1.90
Homeowners Association Dues	32,325.00	97.64	32,325.00	97.64
Transfer Fee	150.00	0.45	150.00	0.45
<b>NET RENT INCOME</b>	<b>630.00</b>	<b>1.90</b>	<b>630.00</b>	<b>1.90</b>
<b>OTHER INCOME</b>				
<b>TOTAL OTHER INCOME</b>	<b>150.00</b>	<b>0.45</b>	<b>150.00</b>	<b>0.45</b>
<b>TOTAL INCOME</b>	<b>33,105.00</b>	<b>100.00</b>	<b>33,105.00</b>	<b>100.00</b>
<b>EXPENSES</b>				
Capital Improvements / Construction	86.60	0.26	86.60	0.26
General Maintenance	322.93	0.98	322.93	0.98
HOA/Dues expense	-810.00	-2.45	-810.00	-2.45
Insurance	8,408.06	25.40	8,408.06	25.40
Legal Fees (HOA)	461.57	1.39	461.57	1.39
Lawn/Property Maintenance	7,723.67	23.33	7,723.67	23.33
Maint. Mgmt. Fee	4,800.00	14.50	4,800.00	14.50
Pest Control	1,039.20	3.14	1,039.20	3.14
Plumbing Expense	60.00	0.18	60.00	0.18
Roofing Expense	65.00	0.20	65.00	0.20
Utilities	4,892.75	14.78	4,892.75	14.78
<b>TOTAL DIRECT EXPENSES</b>	<b>27,049.78</b>	<b>81.71</b>	<b>27,049.78</b>	<b>81.71</b>
<b>TOTAL EXPENSES</b>	<b>27,049.78</b>	<b>81.71</b>	<b>27,049.78</b>	<b>81.71</b>
<b>NET INCOME</b>	<b>6,055.22</b>	<b>18.29</b>	<b>6,055.22</b>	<b>18.29</b>
<b>ADJUSTMENTS</b>				
Prepaid Rent	175.00		175.00	
<b>TOTAL ADJUSTMENTS</b>	<b>175.00</b>		<b>175.00</b>	
<b>CASH FLOW</b>	<b>6,230.22</b>		<b>6,230.22</b>	
Beginning Cash	18,024.31			
Ending Balance	24,254.53			

**Expense Distribution**  
**villas - Villas of Westwood**  
**Invoice Date: 01/2013 - 12/2013**  
**Check Date: 01/2013 - 12/2013**

Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
<b>6300 Capital Improvements / Constructio</b>										
211803	59707	04/01/13	villas	enercon	2200	86.60		106495	04/08/13	1852 W Villa Maria- window
						86.60	0.00			
<b>6455 General Maintenance</b>										
212540	508	07/03/13	villas	professh	2200	113.93		106752	07/05/13	Villas- Storage door repair
213308	131008-01	10/10/13	villas	mel	2200	209.00		107034	11/06/13	Villas/ Repaired exterior items
						322.93	0.00			
<b>6470 Insurance</b>										
211077	txh56793	12/31/13	villas	ipfs	2200	642.70		106334	01/07/13	insurnace
211287	TXH56793	02/01/13	villas	ipfs	2200	642.70		106388	02/07/13	insurance
211837	TXH-56793	04/05/13	villas	ipfs	2200	674.84		106498	04/08/13	Villas: service insurance
211945	TXH-56793	04/19/13	villas	ipfs	2200	674.84		106544	04/19/13	Westwood Villas-insurance
212138	TXH-56793	05/08/13	villas	ipfs	2200	642.70		106574	05/08/13	villas- insurance
212305	TXH-56793	06/05/13	villas	ipfs	2200	610.56		106684	06/07/13	Villas- Insurance
212482	RID800135	06/24/13	villas	rli	2200	186.00		106727	06/27/13	Villas- Insurance
212863	1	08/28/13	villas	sig	2200	1,594.60		106867	08/28/13	Villas- Policy Renewal
213023	TXH-18487	09/13/13	villas	ipfs	2200	684.78		106929	09/25/13	Villas- Insurance
213189	THX-18487	10/01/13	villas	ipfs	2200	684.78		106987	10/14/13	Villas/ IPFS Insurance
213351	THX-18487	10/30/13	villas	ipfs	2200	684.78		107051	11/13/13	Villas at Westwood - Insurance
213515	THX-18487	12/02/13	villas	ipfs	2200	684.78		107106	12/11/13	Villas - Insurance
						8,408.06	0.00			
<b>6473 Legal Fees (HOA)</b>										
212494	5781	06/27/13	villas	peterso	2200	181.57		106751	07/05/13	Villas-Brown, draft demand letter
212965	174730	09/06/13	villas	thomp	2200	280.00		106908	09/06/13	Villas- Prep of Income tax &
						461.57	0.00			
<b>6475 Lawn/Property Maintenance</b>										
211023	9905	12/31/12	villas	oneal	2200	514.19		106317	01/07/13	Lawn maintenance Westwood
211300	10039	02/03/13	villas	oneal	2200	514.19		106392	02/07/13	lawn service
211562	10172	03/07/13	villas	oneal	2200	514.19		106445	03/07/13	westwood villas
211835	10246	04/05/13	villas	oneal	2200	514.19		106489	04/05/13	Westwood V: lawn service
212096	10319	05/02/13	villas	oneal	2200	514.19		106568	05/07/13	villas lawncare
212341	10446	06/05/13	villas	oneal	2200	514.19		106681	06/07/13	Villas- Lawn Service
212554	10574	07/03/13	villas	oneal	2200	514.19		106749	07/05/13	Villas- Lawn service
212554	10574	07/03/13	villas	oneal	2200	-514.19		106749	07/05/13	Villas- Lawn service
212554	10574	07/03/13	villas	oneal	2200	514.19		106760	07/05/13	Villas- Lawn service
212763	10677	07/31/13	villas	oneal	2200	514.19		106829	08/07/13	Monthly Lawn Service
212907	10779	09/04/13	villas	oneal	2200	1,986.39		106903	09/06/13	Westwood Villas- Lawn service
213149	10863	10/03/13	villas	oneal	2200	514.19		106954	10/07/13	Villas/ Lawn care
213323	10962	11/05/13	villas	oneal	2200	595.38		107035	11/06/13	Villas/ Lawn Service
213494	11042	12/04/13	villas	oneal	2200	514.19		107099	12/06/13	Villas - Lawn Care
						7,723.67	0.00			
<b>6530 Maint. Mgmt. Fee</b>										
211045	notes-21104	01/01/13	villas	office		400.00		106326	01/07/13	Villas of Westwood
211174	notes-21117	02/01/13	villas	office		400.00		106374	02/01/13	Villas of Westwood
211413	notes-21141	03/01/13	villas	office		400.00		106431	03/01/13	Villas of Westwood
211679	notes-21167	04/01/13	villas	office		400.00		106486	04/01/13	Villas of Westwood
211993	notes-21199	05/01/13	villas	office		400.00		106558	05/01/13	Villas of Westwood
212275	notes-2122	06/01/13	villas	office		400.00		106631	06/01/13	Villas of Westwood
212508	notes-2125	07/01/13	villas	office		400.00		106735	07/02/13	Villas of Westwood
212703	notes-2127	08/01/13	villas	office		400.00		106810	08/01/13	Villas of Westwood
212889	notes-2128	09/01/13	villas	office		400.00		106880	09/03/13	Villas of Westwood
213103	notes-2131	10/01/13	villas	office		400.00		106951	10/01/13	Villas of Westwood
213278	notes-2132	11/01/13	villas	office		400.00		107020	11/04/13	Villas of Westwood
213468	notes-2134	12/01/13	villas	office		400.00		107082	12/03/13	Villas of Westwood
						4,800.00	0.00			
<b>6695 Pest Control</b>										
211066	9758	12/30/12	villas	lonestar	2200	86.60		106335	01/07/13	monthly service
211296	9869	01/25/13	villas	lonestar	2200	86.60		106390	02/07/13	monthly service
211538	1498	03/07/13	villas	lonestar	2200	86.60		106443	03/07/13	villa - pest control
211792	10108	04/01/13	villas	lonestar	2200	86.60		106501	04/08/13	1804-1824 villa maria- pest



**Expense Distribution**  
**villas - Villas of Westwood**  
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Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
212151	1498	05/08/13	villas	lonestar	2200	86.60		106575	05/08/13	Villas- monthlu service
212311	1498	06/05/13	villas	lonestar	2200	86.60		106685	06/07/13	Villas- Monthly Ext Service
212542	1498	07/03/13	villas	lonestar	2200	86.60		106748	07/05/13	Villas- Monthly Service
212755	10655	07/31/13	villas	lonestar	2200	86.60		106827	08/07/13	monthly exterior service
212916	10788	09/04/13	villas	lonestar	2200	86.60		106901	09/06/13	Villas- Monthly service
213138	10938	09/30/13	villas	lonestar	2200	86.60		106958	10/07/13	Villas/ Pest Control
213267	11064	10/31/13	villas	lonestar	2200	86.60		107033	11/06/13	Villas/ Pest Control
213439	11196	11/27/13	villas	lonestar	2200	86.60		107093	12/06/13	Villas - Pest Control
						1,039.20	0.00			
<b>6700 Plumbing Expense</b>										
211273	6644	01/21/13	villas	holman1	2200	60.00		106386	02/07/13	leaking unit found that the
						60.00	0.00			
<b>6750 Roofing Expense</b>										
211895	467751	04/10/13	villas	santini	2200	65.00		106525	04/10/13	Villa's ridge vent repair.
						65.00	0.00			
<b>6810 Utilities</b>										
211030	2005833	11/08/12	villas	btu	2200	442.02		106319	01/07/13	utility
211118	144459	01/09/13	villas	btu	2200	140.18		106354	01/21/13	power and water
211372	2005833	02/18/13	villas	btu	2200	53.56		106411	02/19/13	2041 Westwood
211620	2005833	03/18/13	villas	btu	2200	94.73		106462	03/21/13	2041 Westwood Main dr-electric
211944	2005833	04/19/13	villas	btu	2200	626.30		106579	05/08/13	Westwood Villas-electric
212228	2005833	05/20/13	villas	btu	2200	569.10		106602	05/23/13	Westwood Villas- electric
212465	2005833	06/19/13	villas	btu	2200	36.66		106723	06/27/13	Villas- Electric & Water
212660	2005833	07/20/13	villas	btu	2200	929.11		106795	07/29/13	Villas- Electric
212860	2005833	08/28/13	villas	btu	2200	726.97		106862	08/28/13	Villas- Electric/Water
213032	2005883	09/13/13	villas	btu	2200	567.99		106920	09/16/13	Villas- Electric/Water
213209	2005833	10/08/13	villas	btu	2200	576.07		107015	11/04/13	Westwood Villas/ Utilities
213389	2005833	11/07/13	villas	btu	2200	33.66		107071	11/27/13	Villas - Electric & Water
213563	2005833	12/06/13	villas	btu	2200	96.40		107140	12/27/13	Villas - Electric, Water
						4,892.75	0.00			
						27,859.78	0.00			

**Cash Flow (Cash)**  
**Villas of Westwood - (villas)**  
**January 2012 - December 2012**

Prepared For:  
Villa's of Westwood  
c/o BVP Management  
404 D University Dr. East  
College Station, TX 77840

Prepared By:  
BVP Management, Inc.  
903 Texas Ave S  
College Station, TX 77840

	<u>Period to Date</u>	<u>%</u>	<u>Year to Date</u>	<u>%</u>
<b>INCOME</b>				
RENT INCOME				
Homeowners Association Dues	31,239.02	100.00	31,239.02	100.00
<b>TOTAL INCOME</b>	<b>31,239.02</b>	<b>100.00</b>	<b>31,239.02</b>	<b>100.00</b>
<b>EXPENSES</b>				
Contract Labor	355.35	1.14	355.35	1.14
Electrical Repairs	175.00	0.56	175.00	0.56
Express Mail	13.34	0.04	13.34	0.04
General Maintenance	1,145.14	3.67	1,145.14	3.67
HOA/Dues expense	-405.00	-1.30	-405.00	-1.30
Insurance	7,927.00	25.38	7,927.00	25.38
Legal Fees (HOA)	-105.98	-0.34	-105.98	-0.34
Lawn/Property Maintenance	8,169.67	26.15	8,169.67	26.15
Maint. Mgmt. Fee	4,800.00	15.37	4,800.00	15.37
Pest Control	1,039.20	3.33	1,039.20	3.33
Plumbing Expense	436.55	1.40	436.55	1.40
Roofing Expense	85.00	0.27	85.00	0.27
Sign Expense	38.00	0.12	38.00	0.12
Utilities	5,802.26	18.57	5,802.26	18.57
<b>TOTAL DIRECT EXPENSES</b>	<b>29,475.53</b>	<b>94.35</b>	<b>29,475.53</b>	<b>94.35</b>
<b>TOTAL EXPENSES</b>	<b>29,475.53</b>	<b>94.35</b>	<b>29,475.53</b>	<b>94.35</b>
<b>NET INCOME</b>	<b>1,763.49</b>	<b>5.65</b>	<b>1,763.49</b>	<b>5.65</b>
<b>ADJUSTMENTS</b>				
Prepaid Rent	-170.00		-170.00	
<b>TOTAL ADJUSTMENTS</b>	<b>-170.00</b>		<b>-170.00</b>	
<b>CASH FLOW</b>	<b>1,593.49</b>		<b>1,593.49</b>	
Beginning Cash	16,430.82			
Ending Balance	18,024.31			

**Expense Distribution**  
**villas - Villas of Westwood**  
**Invoice Date: 01/2012 - 12/2012**  
**Check Date: 01/2012 - 12/2012**

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Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
<b>6302 Contract Labor</b>										
210688	144	09/10/12	villas	professh	2200	355.35		106147	10/08/12	repaired wet sheetrock from
						355.35	0.00			
<b>6390 Electrical Repairs</b>										
209461	11-418	12/28/12	villas	javier	2200	75.00		105595	02/07/12	Light bulb burned out at outside
210689	1352	10/03/12	villas	tap	2200	100.00		106151	10/08/12	1800 replaced bulbs in back of
						175.00	0.00			
<b>6410 Express Mail</b>										
210046	7-892-1283	05/17/12	villas	fedex	2200	13.34		105907	06/07/12	Express mail to FHA for renewal
						13.34	0.00			
<b>6455 General Maintenance</b>										
209501	115	01/10/12	villas	tfry	2200	55.00		105605	02/07/12	Removed PVC pipe from roof -
209649	0228	02/17/12	villas	house	2200	180.00		105672	03/06/12	Kilz and paint living room
209779	3058	03/06/12	villas	house	2200	50.00		105732	04/05/12	Power spray porch area - Villas
209865	272387	04/16/12	villas	unitedro	2200	270.63		105812	05/07/12	Fix water leak coming in
210060	38	05/11/12	villas	professh	2200	407.64		105911	06/07/12	Outside storage door was
210061	39	05/11/12	villas	professh	2200	134.37		105911	06/07/12	Repaired loose flashing on roof,
210268	101	07/31/12	villas	professh	2200	47.50		106022	08/07/12	Noticed A/C secondary drain
						1,145.14	0.00			
<b>6470 Insurance</b>										
209153	213472-9	12/28/11	villas	imperial	2200	611.00		105533	01/06/12	insurance
209472	15-025-213	01/26/12	villas	imperial	2200	611.00		105594	02/07/12	Insurance - Villas of Westwood
209680	15-025-213	02/24/12	villas	imperial	2200	611.00		105673	03/06/12	Insurance - Villas of Westwood
209758	15-025-213	03/27/12	villas	imperial	2200	611.00		105733	04/05/12	Insurance - Villas at Westwood
209878	15-025-213	04/25/12	villas	imperial	2200	611.00		105786	05/02/12	Insurance - Villas at Westwood
210036	15-025-213	05/29/12	villas	imperial	2200	611.00		105890	06/04/12	Insurance - Villas at Westwood
210182	FID800135	06/14/12	villas	rli	2200	186.00		105976	07/09/12	Renewal for fidelity bond - Villas
210386	067309	08/19/12	villas	servicei	2200	1,504.20		106052	08/22/12	Insurance renewal for 8/19/12 -
210428	TXH-56793	08/15/12	villas	ipfs	2200	642.70		106066	09/04/12	Insurance - Villas at Westwood
210721	TXH-56793	10/01/12	villas	ipfs	2200	642.70		106162	10/09/12	Insurance - Villas at Westwood
210796	TXH-56793	10/30/12	villas	ipfs	2200	642.70		106204	11/06/12	Insurance
210928	TXH-56793	11/29/12	villas	ipfs	2200	642.70		106271	12/07/12	TXH-56793 Villas at Westwood
						7,927.00	0.00			
<b>6473 Legal Fees (HOA)</b>										
210285	00170676	07/12/12	villas	thomp	2200	275.00		106029	08/07/12	Preparation of federal income
						275.00	0.00			
<b>6475 Lawn/Property Maintenance</b>										
209131	9921	01/02/12	villas	oneal	2200	595.38		105508	01/06/12	lawn
209495	10024	02/03/12	villas	oneal	2200	514.19		105600	02/07/12	Lawn service - Westwood Villas
209635	10152	02/26/12	villas	oneal	2200	514.19		105677	03/06/12	Lawn service - Villas of
209793	8683	04/01/12	villas	oneal	2200	568.32		105737	04/05/12	Lawn service and after hours
209921	8810	05/04/12	villas	oneal	2200	1,217.82		105807	05/07/12	Lawn service and planted 26
210082	8925	06/04/12	villas	oneal	2200	514.19		105899	06/07/12	Lawn maintenance - Villas at
210206	9048	07/01/12	villas	oneal	2200	514.19		105972	07/09/12	Lawn service - Villas at
210352	9211	08/06/12	villas	oneal	2200	514.19		106018	08/07/12	Lawn service - Villas at
210442	9336	09/02/12	villas	oneal	2200	1,055.44		106091	09/07/12	Lawn service and mulch tree
210690	9469	09/15/12	villas	oneal	2200	514.19		106145	10/08/12	lawn service
210811	9585	10/22/12	villas	oneal	2200	514.19		106208	11/06/12	lawn service
210940	9802	11/25/12	villas	oneal	2200	1,133.38		106274	12/07/12	lawn service
						8,169.67	0.00			
<b>6530 Maint. Mgmt. Fee</b>										
209139	notes-2091	01/01/12	villas	office		400.00		105535	01/06/12	Villas of Westwood
209507	notes-2095	02/01/12	villas	office		400.00		105581	02/07/12	Villas of Westwood
209691	notes-2096	03/01/12	villas	office		400.00		105656	03/06/12	Villas of Westwood
209802	notes-2098	04/01/12	villas	office		400.00		105745	04/09/12	Villas of Westwood
209937	notes-2099	05/01/12	villas	office		400.00		105796	05/07/12	Villas of Westwood
210075	notes-2100	06/01/12	villas	office		400.00		105892	06/04/12	Villas of Westwood
210190	notes-2101	07/01/12	villas	office		400.00		105952	07/01/12	Villas of Westwood

**Expense Distribution**  
**villas - Villas of Westwood**  
**Invoice Date: 01/2012 - 12/2012**  
**Check Date: 01/2012 - 12/2012**

Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
210334	notes-2103	08/01/12	villas	office		400.00		106002	08/03/12	Villas of Westwood
210449	notes-2104	09/01/12	villas	office		400.00		106068	09/04/12	Villas of Westwood
210586	notes-2105	10/01/12	villas	office		400.00		106126	10/02/12	Villas of Westwood
210764	notes-2107	11/01/12	villas	office		400.00		106192	11/02/12	Villas of Westwood
210894	notes-2108	12/01/12	villas	office		400.00		106259	12/03/12	Villas of Westwood
						4,800.00	0.00			
<b>6695 Pest Control</b>										
209161	8168	12/30/11	villas	lonestar	2200	86.60		105521	01/06/12	monthly service
209474	8271	01/30/12	villas	lonestar	2200	86.60		105598	02/07/12	Monthly exterior - Villas at
209642	8394	02/29/12	villas	lonestar	2200	86.60		105675	03/06/12	Monthly exterior - Villas at
209763	8513	04/01/12	villas	lonestar	2200	86.60		105735	04/05/12	Monthly exterior - Villas at
209905	8618	04/30/12	villas	lonestar	2200	86.60		105805	05/07/12	Monthly exterior - Villas at
210050	8757	05/31/12	villas	lonestar	2200	86.60		105909	06/07/12	Monthly exterior - Villas at
210165	8893	06/27/12	villas	lonestar	2200	86.60		105970	07/09/12	Monthly exterior - Villas at
210265	9020	07/31/12	villas	lonestar	2200	86.60		106016	08/07/12	Monthly exterior - 1828-1844
210435	9156	08/29/12	villas	lonestar	2200	86.60		106089	09/07/12	Monthly exterior - Villas at
210546	9311	09/27/12	villas	lonestar	2200	86.60		106143	10/08/12	monthly service
210801	9425	10/17/12	villas	lonestar	2200	86.60		106206	11/06/12	monthly service
210934	9648	11/27/12	villas	lonestar	2200	86.60		106273	12/07/12	Monthly service treatment
						1,039.20	0.00			
<b>6700 Plumbing Expense</b>										
210459	5555	08/15/12	villas	holman1	2200	151.00		106087	09/07/12	Repair water line near 1800
210460	5647	08/14/12	villas	holman1	2200	175.55		106087	09/07/12	Repair leak at meter, replaced
210462	5673	07/31/12	villas	holman1	2200	110.00		106087	09/07/12	Dug up sprinkler main found #2
						436.55	0.00			
<b>6750 Roofing Expense</b>										
209631	02091201	02/09/12	villas	santini	2200	85.00		105679	03/06/12	Fixed roof leak due to heavy
						85.00	0.00			
<b>6753 Sign Expense</b>										
210292	W27533690	07/13/12	villas	peach	2200	38.00		106021	08/07/12	Sign for private property no
						38.00	0.00			
<b>6810 Utilities</b>										
209096	2005833	12/07/11	villas	btu	2200	371.74		105494	01/01/11	utility
209525	2005833	01/09/12	villas	btu	2200	36.34		105608	02/07/12	Security lights - Villas of
209624	2005833	02/08/12	villas	btu	2200	49.76		105664	03/06/12	Utilities - Westwood Villas
209734	2005833	03/08/12	villas	btu	2200	47.27		105713	03/27/12	Utilities - Westwood Villas
209871	2005833	04/09/12	villas	btu	2200	44.97		105784	05/02/12	Utilities - Villas at Westwood
210027	2005833	05/08/12	villas	btu	2200	483.83		105883	06/01/12	Electric/Water - Villas at
210176	2005833	06/08/12	villas	btu	2200	787.28		105947	07/01/12	Electric / Water - Villas at
210280	2005833	07/10/12	villas	btu	2200	1,858.22		105999	08/02/12	Electric / Water - Villas at
210401	2005833	08/08/12	villas	btu	2200	828.38		106070	09/04/12	Electric and water - Villas at
210520	2005833	09/10/12	villas	btu	2200	522.01		106124	10/01/12	2005833
210779	144459	10/10/12	villas	btu	2200	689.89		106199	11/06/12	power and water
210908	144459	11/07/12	villas	btu	2200	82.57		106264	12/07/12	power
						5,802.26	0.00			
						30,261.51	0.00			

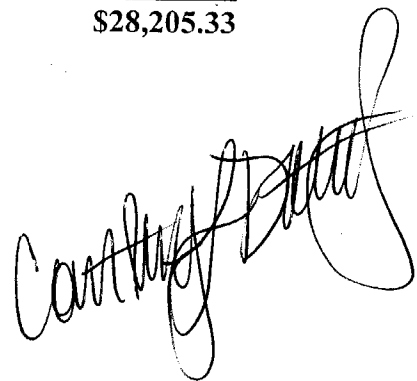
# Villas at Westwood HOA 2014 Budget

20 units x \$135.00 = \$2600.00 x 12 months = \$32,400.00

Beginning Balance 01/01/14, \$24,254.53

	<u>2013</u>	<u>2013</u>	<u>2014</u>
	(Budget)	(Actual)	(Budget)
HOA Dues & Fees Collected:	31,000.00	34,090.00	31,590.00 (97.5%)
 <b><u>Expenses:</u></b>			
General Maintenance	800.00	474.53	500.00
Insurance	8,000.00	8,408.06	8,000.00
Professional & Legal	450.00	461.57	450.00
Lawn Maintenance	8,000.00	7,723.67	8,000.00
Management fees	4,800.00	4,800.00	4,800.00
Office Supplies	100.00	0.00	100.00
Pest Control	850.00	1,039.20	1,039.20
Plumbing, (Sprinkler)	500.00	60.00	250.00
Utilities	<u>5,000.00</u>	<u>4,892.75</u>	<u>4,500.00</u>
	<b>28,500.00</b>	<b>27,859.78</b>	<b>27,639.20</b>
 Total Addition to Reserve	 <b>\$2,500.00</b>	 <b>\$6,230.22</b>	 <b>\$3,950.80</b>

December 31, 2013 Ending Balance	\$24,254.53
Proposed 2014 Budget Surplus	\$ <u>3,950.80</u>
<b>Proposed 2014 Ending Balance</b>	<b>\$28,205.33</b>



*Carolyn Smith*

# Villas at Westwood

## Delinquency Report

May 31, 2014

1808----- 385.00----- Paying 150.00 a month to get caught up.

1816----- 1,595.00-----HOA has a Lien on Property. HOA has tried to contact owner by mail and phone with no success. This owner has been turned over to the HOA's attorney.

TOTAL DELINQUENCY: \$1980.00

# Willas 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

## 6 Sold Listings

	Beds	Baths	Sqft	LP	LP/Sqft	SP	SP/Sqft	SP/LP	DOM
High	3	3	1,469	\$127,500	\$90.57	\$124,900	\$90.57	100 %	136
Low	3	3	1,379	\$116,900	\$81.35	\$110,000	\$76.24	93 %	106
Average	3	3	1,424	\$122,466	\$86.03	\$117,775	\$82.76	96 %	121
Median	3	3	1,424	\$123,000	\$85.70	\$117,875	\$82.80	95 %	121

### Search Criteria

Status is ACT, CC, SLD  
 Close Date is between 01/01/2012 and 06/29/2014

BVPM

903 Texas Ave South, College Station, Tx. 77840,

979-764-2500



# EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)  
09/16/2013

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE OF PROPERTY INSURANCE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

AGENCY Service Insurance Group, Inc. PO Box 5753 3840 Corporate Center Dr Bryan TX 77805-5753		PHONE (A/C, No, Ext): (979) 774-3900	COMPANY Philadelphia Indemnity P.O. Box 8952 Philadelphia PA 19178-8952 ( - ) -	
FAX (A/C, No): (979) 774-3955		E-MAIL ADDRESS: jody.hatla@sigbcs.com		
CODE: 116275		SUB CODE:		
AGENCY CUSTOMER ID #: 7531				
INSURED Villas at Westwood Owners Association c/o Century 21 Beal 903 S Texas Ave College Sta. TX 77840-		LOAN NUMBER	POLICY NUMBER PHPK1063925	
		EFFECTIVE DATE 08/19/2013	EXPIRATION DATE 08/19/2014	<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED
THIS REPLACES PRIOR EVIDENCE DATED:				

**PROPERTY INFORMATION**

LOCATION/DESCRIPTION  
1800-1872 W Villa Maria Road  
Bryan, TX 77807

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 EVIDENCE OF PROPERTY INSURANCE 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Buildings; Special Form, Replacement Cost, Blanket Coverage	1,566,400	5,000

**REMARKS (Including Special Conditions)**

**CANCELLATION**  
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL \_\_\_\_\_ DAYS WRITTEN NOTICE TO THE ADDITIONAL INTEREST NAMED BELOW, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

**ADDITIONAL INTEREST** AI 008590

NAME AND ADDRESS Brazos Valley Property Management/Century 21 903 Texas Ave. S. College Station TX 77840-	<input checked="" type="checkbox"/> MORTGAGEE	<input type="checkbox"/> ADDITIONAL INSURED
	<input type="checkbox"/> LOSS PAYEE	
	LOAN #	
AUTHORIZED REPRESENTATIVE 		