

**.WOODCREST HOMEOWNER'S ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**May 11, 2022**

**AGENDA**

1. Open meeting
2. Roll call
3. Secretary's reading of minutes (Board Meeting-2/8/2022)
4. Treasurer's report
5. Comments from Beal Properties, Inc.
6. Old business
  - A. Budgets for 2022 were approved by email vote.
  - B. Election of 2022-3 WHOA officers was handled by email. Officers are same as previous year.
  - C. Projects for 2022
    1. Mail Box pad
    2. Front timber and paint repairs
  - D. Architectural review committee
  - E. Responsibility issues
7. New Business
  - A. Lawn service contract BCS Lawn & More
  - B. Current economy's effects on WHOA budget
  - C. Other New Business
8. Homeowner concerns and comments
9. Close Meeting.

**NOTES:**

**WOODCREST HOMEOWNER ASSOCIATION**  
**MINUTES OF BOARD OF DIRECTORS MEETING**

February 8, 2022

Present were board members Mary Lou Bruce, Naomi (Cissy) Johnson, Paula Doucet, Sandra Borrego and Gary Gawer. Beal Property Management representative Toni Myers was present.

1. Meeting called to order by Mary Lou Bruce at 6:02 p.m.
2. Minutes of the 12/8/2021 board meeting were read. Motion to approve by Sandra Borrego to accept was seconded by Cissy Johnson. Majority vote approved.
3. Treasurer's report was made. Motion made by Sandy to accept the Treasurer's report was seconded by Mary Lou. Majority vote approved.
4. Beal Property manager Toni Myers gave her report with comments about changes in state law.

**OLD BUSINESS**

5. Vote on budgets was tabled to rework. New plan may be submitted by email for final vote.
6. All 2021 projects have been completed and approved for final payment.
7. 2022 Projects
  - A. Trees and plants-no plans for this year
  - B. Mulch-As needed under landscaping.
  - C. Mail Box pad-tabled for further study
  - D. Front timbers and painting discussion. Project to be considered at next meeting on 5/11/2022..

**NEW BUSINESS**

8. Agenda for General Meeting and agreed upon with minor changes.
9. An Architectural Review Committee was discussed. Candidates will be sought.
10. Motion to adjourn by Cissy was seconded by Paula and approved.
11. Meeting was closed by Paula at 8:20 p.m.

## Cash Flow

### Beal Properties

Properties: Woodcrest HOA - 4000 - 4134 Woodcrest Drive Bryan, TX 77802

Date Range: 04/01/2022 to 05/11/2022

Accounting Basis: Cash

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>				
Late Fees\NSF Rent	10.00	0.24	30.00	0.25
Homeowners Association Dues	4,240.00	99.76	12,145.00	99.75
<b>Total Operating Income</b>	<b>4,250.00</b>	<b>100.00</b>	<b>12,175.00</b>	<b>100.00</b>
<b>Expense</b>				
General Maintenance	233.79	5.50	233.79	1.92
Insurance	0.00	0.00	1,386.00	11.38
Lawn/Property Maintenance	1,373.47	32.32	7,918.81	65.04
Management Fee	700.00	16.47	1,750.00	14.37
Tax Expense	0.00	0.00	96.00	0.79
Utilities	0.00	0.00	191.62	1.57
Utilities - Water	65.81	1.55	65.81	0.54
<b>Total Operating Expense</b>	<b>2,373.07</b>	<b>55.84</b>	<b>11,642.03</b>	<b>95.62</b>
<b>NOI - Net Operating Income</b>	<b>1,876.93</b>	<b>44.16</b>	<b>532.97</b>	<b>4.38</b>
Total Income	4,250.00	100.00	12,175.00	100.00
Total Expense	2,373.07	55.84	11,642.03	95.62
<b>Net Income</b>	<b>1,876.93</b>	<b>44.16</b>	<b>532.97</b>	<b>4.38</b>
<b>Other Items</b>				
Prepayments	-915.00		20.00	
<b>Net Other Items</b>	<b>-915.00</b>		<b>20.00</b>	
<b>Cash Flow</b>	<b>961.93</b>		<b>552.97</b>	
<b>Beginning Cash</b>	<b>6,831.27</b>		<b>7,240.23</b>	
<b>Beginning Cash + Cash Flow</b>	<b>7,793.20</b>		<b>7,793.20</b>	
<b>Actual Ending Cash</b>	<b>7,793.20</b>		<b>7,793.20</b>	

## Cash Flow

### Beal Properties

Properties: Woodcrest HOA - 4000 - 4134 Woodcrest Drive Bryan, TX 77802

Date Range: 01/01/2022 to 03/31/2022 (Last Quarter)

Accounting Basis: Cash

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>				
Late Fees\NSF Rent	20.00	0.25	20.00	0.25
Homeowners Association Dues	7,905.00	99.75	7,905.00	99.75
<b>Total Operating Income</b>	<b>7,925.00</b>	<b>100.00</b>	<b>7,925.00</b>	<b>100.00</b>
<b>Expense</b>				
Insurance	1,386.00	17.49	1,386.00	17.49
Lawn/Property Maintenance	6,545.34	82.59	6,545.34	82.59
Management Fee	1,050.00	13.25	1,050.00	13.25
Tax Expense	96.00	1.21	96.00	1.21
Utilities	191.62	2.42	191.62	2.42
<b>Total Operating Expense</b>	<b>9,268.96</b>	<b>116.96</b>	<b>9,268.96</b>	<b>116.96</b>
<b>NOI - Net Operating Income</b>	<b>-1,343.96</b>	<b>-16.96</b>	<b>-1,343.96</b>	<b>-16.96</b>
<b>Total Income</b>	<b>7,925.00</b>	<b>100.00</b>	<b>7,925.00</b>	<b>100.00</b>
<b>Total Expense</b>	<b>9,268.96</b>	<b>116.96</b>	<b>9,268.96</b>	<b>116.96</b>
<b>Net Income</b>	<b>-1,343.96</b>	<b>-16.96</b>	<b>-1,343.96</b>	<b>-16.96</b>
<b>Other Items</b>				
Prepayments	935.00		935.00	
<b>Net Other Items</b>	<b>935.00</b>		<b>935.00</b>	
<b>Cash Flow</b>	<b>-408.96</b>		<b>-408.96</b>	
<b>Beginning Cash</b>	<b>7,240.23</b>		<b>7,240.23</b>	
<b>Beginning Cash + Cash Flow</b>	<b>6,831.27</b>		<b>6,831.27</b>	
<b>Actual Ending Cash</b>	<b>6,831.27</b>		<b>6,831.27</b>	

## Expense Distribution

Exported On: 05/11/2022 10:05 AM

Properties: Woodcrest HOA - 4000 - 4134 Woodcrest Drive Bryan, TX 77802

Payees: All

Bill Date Range: 01/01/2022 to 03/31/2022 (Last Quarter)

Reference	Bill Date	Unit	Payee	Amount	Check #	Check Date	Description
<b>6470 - Insurance</b>							
83190961	03/04/2022		Philadelphia Insurance Companies	1,386.00	3278	03/04/2022	Annual Insurance Payment
<b>6475 - Lawn/Property Maintenance</b>							
072298	01/12/2022		BCS Lawn & More	1,072.22	3271	01/12/2022	Monthly Lawn Maintenance
072294	01/12/2022		BCS Lawn & More	1,975.56	3271	01/12/2022	delivered & installed 12 yards of sandy loam top soil sod, bunker rock, filled in.
072306	02/08/2022		BCS Lawn & More	1,353.12	3273	02/08/2022	Using a Lift to access all limbs and cut back 4'
072310	02/16/2022		BCS Lawn & More	1,072.22	3276	02/16/2022	Monthly Lawn Maintenance
072313	03/16/2022		BCS Lawn & More	1,072.22	3280	03/16/2022	Monthly Lawn Maintenance
				<b>6,545.34</b>			
<b>6540 - Management Fee</b>							
	01/01/2022		Beal Properties	350.00	3272	01/14/2022	January 2022
	02/01/2022		Beal Properties	350.00	3274	02/08/2022	February 2022
	03/01/2022		Beal Properties	350.00	3279	03/14/2022	March 2022
				<b>1,050.00</b>			
<b>6755 - Tax Expense</b>							
20220120000023	02/08/2022		Gary Gawer	96.00	3275	02/09/2022	Reimbursement for Property Recordings at the Tax office
<b>6810 - Utilities</b>							
2034397 ACH	02/03/2022		Bryan Texas Utilities	65.81	2034397 ACH	02/03/2022	Water
0003	03/02/2022	4104	Lou Jean Franke	60.00	3277	03/02/2022	Utilities - Reimbursement for Irrigation usage 2021
2034397 ACH	03/03/2022		Bryan Texas Utilities	65.81	2034397 ACH	03/03/2022	WATER
				<b>191.62</b>			
<b>Total</b>				<b>9,268.96</b>			

**Homeowner Delinquency (As Of)**

**Properties:** Woodcrest HOA - 4000 - 4134 Woodcrest Drive Bryan, TX 77802

**As of:** 03/31/2022

**Delinquency Note Range:** All Time

**Homeowner Status:** Current and Notice

**Amount Owed In Account:** All

**Balance:** Greater than 1.00

Unit	Name	Amount Receivable	30+
<b>Woodcrest HOA - 4000 - 4134 Woodcrest Drive Bryan, TX 77802</b>			
4134		95.00	0.00
<b>Total</b>		<b>95.00</b>	<b>0.00</b>

**FIRST FINANCIAL BANK**

MEMBER FDIC

PO Box 701, Abilene, TX 79804

PLEASE EXAMINE AT ONCE

Check your statement and enclosures, and report any discrepancies within thirty (30) days. Please direct any phone inquiries regarding your accounts to (855) 660-5862. Written inquiries should be sent to the address listed, attention: Research.

0010871

3380FF

2665A00X.001

\*0010871 S1  
WOODCREST HOMEOWNERS ASSOCIATION INC  
3363 UNIVERSITY DR E STE 215  
BRYAN TX 77802-3470



ACCOUNT NUMBER	190003440907
STATEMENT DATES	3/01/22-3/31/22
ENCLOSURES	0
PAGE	1 of 2

**SUMMARY OF ACCOUNTS**

Account Number	Account Description	Current Balance
190003440907	Commercial Money Market	5,066.64

**ACCOUNT SUMMARY****Commercial Money Market**

Account Number	190003440907	Statement Dates	3/01/22 thru 3/31/22
Previous Balance	5,066.55	Days in Statement Period	31
0 Deposits/Credits	0.00	Average Ledger	5,066.55
0 Checks/Debits	0.00	Average Collected	5,066.55
Monthly Maintain Fee	0.00		
Interest Pd This Stmt	0.09		
Ending Balance	5,066.64	2022 Interest Paid	0.25

Account Title:

Woodcrest Homeowners Association Inc

**MISCELLANEOUS CREDITS**

Date	Description	Amount
3/31	Interest Deposit	0.09

**INTEREST RATE SUMMARY**

Date	Interest Rate
2/28	0.020000%

**DAILY ENDING BALANCE**

Date	Balance	Date	Balance	Date	Balance
3/01	5,066.55	3/31	5,066.64		



# **Woodcrest Home Owners Association**

## **2022 Budget - DRAFT ORIGINAL**

### **2022 Budget**

**Income:**

HOA Dues	\$32,640.00
<b>Total Income:</b>	<b>\$32,640.00</b>

**Expense:**

Insurance	\$1,386.00
Lawn Care	\$15,000.00
General Maintenance	\$3,000.00
Management Fee	\$4,200.00
Special One Time Projects	\$3,166.31
Utilities	\$2,000.00
Cap Improvement	\$4,500.00
Other	\$2,000.00
<b>Total Operating Exp.</b>	<b>\$35,252.31</b>

**Total Expense:** \$35,252.31

**Net Income** -\$2,612.31

Reserve Balance 01/01/2021 \$5,304.98

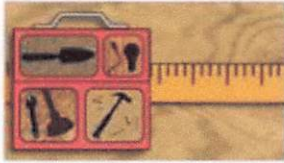
Reserve Balance 01/01/2022 \$5,066.47



# **Woodcrest Home Owners Association**

## **2022 Budget - DRAFT / BEAL**

	<b>2022 Budget</b>
<b>Income:</b>	
HOA Dues	\$32,640.00
<b>Total Income:</b>	<b>\$32,640.00</b>
 <b>Expense:</b>	
Insurance	\$1,386.00
Lawn Care	\$15,000.00
General Maintenance	\$3,000.00
Management Fee	\$4,200.00
Special One Time Projects	\$3,166.31
Utilities	\$2,000.00
Reserve Account	\$3,500.00
 <b>Total Operating Exp.</b>	<b>\$32,252.31</b>
 <b>Total Expense:</b>	<b>\$32,252.31</b>
 <b>Net Income</b>	<b>\$387.69</b>
 Operating Acct Balance 01/01/2022	<b>\$10,660.66</b>
 Reserve Acct Balance 01/01/2022	<b>\$5,066.30</b>



The Clean Up Crew, LLC  
(979) 229-4550

P.O. Box 6652  
Bryan, Texas  
77805-6652  
United States

Prepared For  
Gary Gawer  
4128 Woodcrest Drive  
Bryan, Texas  
77802  
United States

Estimate Date  
05/11/2022

Estimate Number  
000839

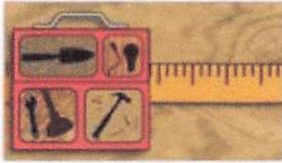
Description	Rate	Qty	Line Total
Demolition 1) demo 32 brick columns @ \$200.00 each (\$ 6400.00) level top of concrete footing with ground level remove 4x6x5 beam off wall & off fascia/soffit touch up paint as needed  2) repair brick along exterior wall after removing 4x6x5 header/beam \$75.00 to repair each exterior wall (32) \$2400.00	\$8,400.00	1	\$8,400.00
Mobilization Fee transport and set up equipment (scaffolding, dump trailer, etc.)	\$250.00	1	\$250.00
Disposal Remove debris and dispose at landfill (3 loads)	\$750.00	1	\$750.00
Subtotal			9,400.00
Tax			0.00
Estimate Total (USD)			\$9,400.00

#### Terms

Bid valid for 30 days. Total subject to change due to increases in material costs and requested change orders.

Change orders requested after acceptance of bid will incur a 5% administrative fee and will result in additional time to complete project.

All improvements to property (commercial and residential) subject to lien for non-payment per Texas Mechanic's Lien Statute.



The Clean Up Crew, LLC  
(979) 229-4550

P.O. Box 6652  
Bryan, Texas  
77805-6652  
United States

Prepared For  
Gary Gawer  
4128 Woodcrest Drive  
Bryan, Texas  
77802  
United States

Estimate Date  
05/11/2022

Estimate Number  
000840

Description	Rate	Qty	Line Total
Repair 11 units replacing rotten 4x6x5 rafter as needed total rafters (11) @ \$35.00 ea. paint rafters as needed materials- 4x6x10 cedar post , screws & paint (\$ 445.00) labor- \$1680.00	\$2,125.00	1	\$2,125.00
Repair 2 units 4018 & 4112 replacing rotten 4x6x5 rafter as needed total rafters (3) @ \$35.00 ea. paint rafters as needed materials- 4x6x10 cedar post , screws & paint (\$ 105.00) labor- \$455.00	\$560.00	1	\$560.00
Subtotal			2,685.00
Tax			0.00
Estimate Total (USD)			\$2,685.00

#### Terms

Bid valid for 30 days. Total subject to change due to increases in material costs and requested change orders.

Change orders requested after acceptance of bid will incur a 5% administrative fee and will result in additional time to complete project.

All improvements to property (commercial and residential) subject to lien for non-payment per Texas Mechanic's Lien Statute.