

WOODCREST HOMEOWNER'S ASSOCIATION

BOARD OF DIRECTORS MEETING

November 8th, 2022 @ 6pm

AGENDA

1. Open meeting
2. Roll call
3. Secretary's reading of minutes (Board Meeting-5/8/1122)
4. Treasurer's report
5. Comments from Beal Properties, Inc.
6. Old business
 - A. Governing Documents (HOA vs Owner Responsibility)
7. New Business
 - A. Lawn Maintenance Contract
 - B. Other New Business
8. Homeowner concerns and comments
9. Close Meeting.

WOODCREST HOMEOWNER ASSOCIATION
MINUTES OF BOARD OF DIRECTORS MEETING

August 10, 2022

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

1. Meeting called to order by Mary Lou Bruce at 6:00 p.m.
2. Minutes of the 5/11/2022 board meeting were read. Majority approved as read.
3. Treasurer's report was made. Majority vote approved.
4. Beal Property manager Toni Myers gave her report with comments about changes needed to WHOA documents
5. A motion was made by Gary and seconded by Cissy to approve the nomination of Michelle Gatlin to the Board of Directions. Motion was unanimously approved.
6. Mary Lou resigned as President but is staying on the board as a member.
7. Paula has accepted the promotion to President,
8. Gary submitted his resignation as Secretary-Treasurer effective at meeting's end. He will continue on the Board until 9/5/2022, when home sale is completed.
9. Gary motioned that Cissy be appointed as Vice President, seconded by Michelle. Majority approved.

OLD BUSINESS

10. Mail Pad project is completed and boxes will be installed at the new location within two weeks.
11. Front timber replacement has been put on indefinite hold.
12. An Architectural Review Committee was formed and Delvin Twitty was appointed to it by President Paula.

NEW BUSINESS

13. Discussion was held on WHOA documents and was tabled for further study by the Board and Property Manager.
14. Homeowners will be approached as to becoming a Board member to fill the openings and the Secretary Treasurer's office.
15. Discussion was held on using the 5% increase allowed by the Declarations and was tabled for further review and need.
16. Cissy motioned to close meeting, seconded by Michelle, Majority approved.
17. Meeting was closed by Paula at 7:15 p.m.

Cash Flow

Beal Properties

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

Date Range: 07/01/2022 to 09/30/2022 (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
Operating Income & Expense				
Income				
Interest Income	0.00	0.00	5.41	0.02
Late Fees\NSF Rent	20.00	0.27	110.00	0.47
Homeowners Association Dues	7,469.70	99.73	23,290.87	99.51
Total Operating Income	7,489.70	100.00	23,406.28	100.00
Expense				
HOA Dues - Refund of Overpayment	85.00	1.13	85.00	0.36
General Maintenance	1,580.79	21.11	1,814.58	7.75
Insurance	0.00	0.00	1,386.00	5.92
Lawn/Property Maintenance	3,772.97	50.38	14,029.71	59.94
Landscape - Irrigation Repair	0.00	0.00	520.00	2.22
Special Projects	100.00	1.34	100.00	0.43
Management Fee	1,050.00	14.02	3,150.00	13.46
Tax Expense	0.00	0.00	96.00	0.41
Utilities	0.00	0.00	191.62	0.82
Utilities - Water	681.63	9.10	882.87	3.77
Total Operating Expense	7,270.39	97.07	22,255.78	95.08
NOI - Net Operating Income	219.31	2.93	1,150.50	4.92
Total Income	7,489.70	100.00	23,406.28	100.00
Total Expense	7,270.39	97.07	22,255.78	95.08
Net Income	219.31	2.93	1,150.50	4.92
Other Items				
Prepayments	-54.70		900.00	
Net Other Items	-54.70		900.00	
Cash Flow	164.61		2,050.50	
Beginning Cash	9,126.12		7,240.23	
Beginning Cash + Cash Flow	9,290.73		9,290.73	
Actual Ending Cash	9,375.73		9,375.73	

Expense Distribution

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

Payees: All

Bill Date Range: 07/01/2022 to 09/30/2022 (Last Quarter)

Reference	Bill Date	Unit	Payee	Amount	Check #	Check Date	Description
6101 - HOA Dues - Refund of Overpayment							
	09/06/2022	4128	Gary Gawer & Linda Gawer	85.00	3300	09/12/2022	Gary Gawer, Linda Gawer, Woodcrest HOA - 4128: Move Out Refund
6455 - General Maintenance							
1153236	08/01/2022		ACME GLASS INC.	128.76	3292	08/01/2022	Broken window - Landscaping accident, being reimbursed by landscaper
2539	09/06/2022		Robert Walker	102.03	3297	09/07/2022	4126 - Purchased and installed LED Wall Lantern
11321	09/08/2022		The Clean Up Crew	1,200.00	3302	09/12/2022	4110- pour slab 6' x 3' x 6" thick 3/8 rebar
7406	09/08/2022	4004	Ag Town Property Maintenance	150.00	3298	09/12/2022	4004 - Replaced solar window screen
				1,580.79			
6475 - Lawn/Property Maintenance							
#072386-R-0001	07/12/2022		BCS Lawn & More	1,235.99	3291	07/12/2022	Monthly Lawn Maintenance
072386-R-0002	08/12/2022		BCS Lawn & More	1,235.99	3295	08/12/2022	Monthly Lawn Maintenance
0001	09/08/2022		Mitchell's Irrigation	65.00	3301	09/12/2022	Ran water audit & leak was not from irrigation.
072386-R-0003	09/08/2022		BCS Lawn & More	1,235.99	3299	09/12/2022	Monthly Lawn Maintenance
				3,772.97			
6531 - Special Projects							
18465	08/11/2022		Gary Gawer	100.00	3294	08/11/2022	Reimbursement for permit
6540 - Management Fee							
	07/11/2022		Beal Properties	350.00	3290	07/11/2022	Management Fee for 07/2022
	08/08/2022		Beal Properties	350.00	3293	08/08/2022	Management Fee for 08/2022
	09/01/2022		Beal Properties	350.00	3296	09/07/2022	Management Fee for 09/2022
				1,050.00			
6840 - Utilities - Water							
2034397	07/06/2022		Bryan Texas Utilities	86.52	ACH	07/06/2022	Water Bill
2034397	08/03/2022		Bryan Texas Utilities	285.75	ACH	08/03/2022	Water Bill
2034397	09/02/2022		Bryan Texas Utilities	309.36	ACH	09/02/2022	4104 Woodcrest Dr
				681.63			

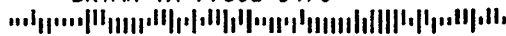
PO Box 701 Abilene TX 79604

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

ACCOUNT NUMBER	190003440907
STATEMENT DATES	8/01/22-8/31/22
ENCLOSURES	0
PAGE	1 of 2

WOODCREST HOMEOWNERS ASSOCIATION INC
 3363 UNIVERSITY DR E STE 215
 BRYAN TX 77802-3470



SUMMARY OF ACCOUNTS

Account Number	Account Description	Current Balance
190003440907	Commercial Money Market	5,068.79

ACCOUNT SUMMARY

Commercial Money Market

Account Number	190003440907	Statement Dates	8/01/22 thru 8/31/22
Previous Balance	5,067.92	Days in Statement Period	31
0 Deposits/Credits	0.00	Average Ledger	5,067.92
0 Checks/Debits	0.00	Average Collected	5,067.92
Monthly Maintain Fee	0.00		
Interest Pd This Stmt	0.87		
Ending Balance	5,068.79	2022 Interest Paid	2.40

Account Title:
 Woodcrest Homeowners Association Inc

MISCELLANEOUS CREDITS

Date	Description	Amount
8/31	Interest Deposit	0.87

INTEREST RATE SUMMARY

Date	Interest Rate
7/31	0.200000%

DAILY ENDING BALANCE

Date	Balance	Date	Balance
8/01	5,067.92	8/31	5,068.79





BEAL
Properties

3363 University Drive East Suite 215

Bryan, TX 77802

(979)764-2500 www.bealbcshoa.com

November 8, 2022

Woodcrest Management Report

Delinquency Status: At the end of September, the total outstanding dues owed to the HOA were \$603.49. Two accounts make up \$583.19 of that balance and one account owes \$20.30 in late fees.

Violation Report: There are no violations to report as of today.

Maintenance Report: There are no outstanding work orders as of today, however Beal would like to ask the board if there are any items up for discussion on future projects.

We look forward to working with you.

MONTHLY FEE \$1,199.99

Subtotal \$1,199.99

Total \$1,199.99

Attachments

Service 28 trips.pdf

Contracts

Service agreement #000008

BCS LAWN AND MORE

979-705-5296

Please contact BCS LAWN AND MORE about its privacy practices.

Approved by
WHA Board of
Directors 5/11/2020

By *[Signature]* Sec. Treasurer

MANAGEMENT	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
WEEKLY MANAGEMENT CONTRACT	1	1	2	3	3	4	4	4	3	1	1	1	28
CREW SITE TRIPS PER MONTH	1	1	2	3	3	4	4	4	3	1	1	1	28
OPERATION MANAGER INSPECTION	1	1	2	3	3	4	4	4	3	1	1	1	28
ANNUAL BUDGET REVIEW									1				1
GROUND COVER													
PRUNE AND TIRM	1	1	2	3	3	4	4	4	3	1	1	1	28
POST-EMERGENT TREATMENT	1	1	2	3	3	4	4	4	3	1	1	1	28
COMPLETE CUT BACK		1											1
SHRUBS													
TRIMMING OF SHRUBS		1								1			2
MULCH - AS NEEDED BILLED SEPARATE													
BED CLEANING	1	1	2	3	3	4	4	4	3	1	1	1	28
POST EMERGENT TREATMENT	1	1	2	3	3	4	4	4	3	1	1	1	28
PEST INSPECTION	1	1	2	3	3	4	4	4	3	1	1	1	28
TREES													
TREE TRIMMING		1											1
PEST INSPECTION	1	1	2	3	3	4	4	4	3	1	1	1	28
LEAF REMOVAL													
CLEAN BASIN WEED CONTROL	1	1	2	3	3	4	4	4	3	1	1	1	28
TURF													
CUT, EDGE, TIRM	1	1	2	3	3	4	4	4	3	1	1	1	28
FERTILIZE / WEED TREATMENT as needed billed extra				1						1			2
PEST TREATMENT				1						1			2
FIRE ANT CONTROL				1						1			2
FULL-SERVICE TRIPS	1	1	2	3	3	4	4	4	3	1	1	1	28
PARKING LOTS													
LINE SPRAYING OF CRACKS	1	1	1	1	1	1	1	1	1	1	1	1	12
BLOW LANDSCAPE DEBRIS	1	1	2	3	3	4	4	4	3	1	1	1	28
PICK UP TRASH	1	1	2	3	3	4	4	4	3	1	1	1	28

Signature 5/27