



Beal Properties Inc.  
903 S. Texas Ave  
College Station TX 77845  
979-764-2500

## Call to Order

## Review / Approval Meeting Minutes

- Board Meeting January 16<sup>th</sup> 2021

## Financial Report

- Cash flow & Expense – January 2021

## Management Reports

- Delinquency Status
- Violations Report – None at this time
- Work Orders

## Unfinished Business

- Bank Accounts

## New Business

- 2021 Budget
- Insurance
- Internet / Cable / Phone Lines
- Landscaping: Contract / Irrigation Lines / Dog Clean up
- Porter Service: Dog Stations / Bulk Pick Up / Cleaning
- Pool: Hot tubs / Pergola / Ceiling Fans / Fire Pit / Pool Season 2021
- Clubhouse: Tanning beds / Entertainment Room / Furniture / Pool table / Shuffle Board / Cable / Cleaning / Weight Room / Exterior lights / Flags / Parking
- Security: Gates / Cameras / Fobs / Doorking software
- Establishing Rules & Regs with Fines and Fees Schedule
- Committees: Landscape / Social / ACC

## Next Meeting

- Next Meetings April 13, 2021 @ 6 pm
- July 13, 2021 @ 6 pm
- October 12, 2021 @ 6 pm

## Adjourn

# **LAKERIDGE TOWNHOME CONDO HOA BOARD MEETING**

## **MEETING MINUTES**

**JANUARY 16, 2021**

### **HILTON HOTEL CONFERENCE ROOM**

Attendance: Robert Orzabal, Waseem Srouji, Brad Corrier, Toni Myers, Allison Mullins

Prior to the first HOA board of directors meeting the homeowners elected Robert Orzabal, Waseem Srouji and Brad Corrier as the initial directors to serve on the board.

1. The meeting was called to order at approximately 11:00 AM immediately following the homeowners meeting to elect the HOA board of directors. The by-laws state that the board of directors shall determine which individuals shall serve which terms and who shall fill the designated roles of chairman, treasurer and secretary. The directors unanimously agreed to the following positions and terms:
  - Robert Orzabal – Chairman – 3 year term
  - Waseem Srouji – Treasurer – 2 year term
  - Brad Corrier – Secretary – 1 year term
2. Toni Myers and Allison Mullins with Beal Property Management discussed several items that need immediate attention:
  - Obtaining a separate laptop or PC on which to store the gate code data and software.
  - Removing non-functional security cameras and/or repairing/replacing those cameras as well as making sure all security cameras are functional.
  - Trouble shooting the issues associated with the movie theater Control 4 system.
  - It was decided to proceed with getting bids and having these items evaluated before the next meeting where decisions can be made on how to best proceed.
3. Toni Myers suggested that Waseem and Robert have their signature authority added to the HOA accounts at Prosperity Bank. She also indicated that Matthew Stewart with Lakeridge Development still has his name on some accounts and will work on getting it removed quickly and if necessary have the HOA attorney send him a letter.
4. It was agreed that another meeting will be set quickly so that the Board and Beal Management can address an extensive list of items including (but not limited to) property maintenance, security, HOA finances, project insurance, use of the clubhouse and office space, etc.
5. The meeting was adjourned at approximately 11:30 AM.

## Cash Flow

### Beal Properties

Properties: Lakeridge Townhomes - 1198 Jones Butler Rd College Station, TX 77845

Date Range: 01/01/2021 to 02/04/2021

Accounting Basis: Cash

Level of Detail: Detail View

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>				
Homeowners Association Dues	84,176.34	99.94	84,176.34	99.94
Transfer Fee	50.00	0.06	50.00	0.06
<b>Total Operating Income</b>	<b>84,226.34</b>	<b>100.00</b>	<b>84,226.34</b>	<b>100.00</b>
<b>Expense</b>				
Cable	164.36	0.20	164.36	0.20
General Maintenance	245.00	0.29	245.00	0.29
Insurance	8,106.96	9.63	8,106.96	9.63
Lawn/Property Maintenance	3,355.75	3.98	3,355.75	3.98
Management Fee	4,000.00	4.75	4,000.00	4.75
Monitoring Service	373.46	0.44	373.46	0.44
Plumbing Expense	85.00	0.10	85.00	0.10
<b>Total Operating Expense</b>	<b>16,330.53</b>	<b>19.39</b>	<b>16,330.53</b>	<b>19.39</b>
<b>NOI - Net Operating Income</b>	<b>67,895.81</b>	<b>80.61</b>	<b>67,895.81</b>	<b>80.61</b>
Total Income	84,226.34	100.00	84,226.34	100.00
Total Expense	16,330.53	19.39	16,330.53	19.39
<b>Net Income</b>	<b>67,895.81</b>	<b>80.61</b>	<b>67,895.81</b>	<b>80.61</b>
<b>Other Items</b>				
Prepayments	-6,698.00		-6,698.00	
<b>Net Other Items</b>	<b>-6,698.00</b>		<b>-6,698.00</b>	
<b>Cash Flow</b>	<b>61,197.81</b>		<b>61,197.81</b>	
<b>Beginning Cash</b>	<b>13,214.00</b>		<b>13,214.00</b>	
<b>Beginning Cash + Cash Flow</b>	<b>74,411.81</b>		<b>74,411.81</b>	
<b>Actual Ending Cash</b>	<b>74,411.81</b>		<b>74,411.81</b>	

**Homeowner Delinquency (As Of)**

**Properties:** Lakeridge Townhomes - 1198 Jones Butler Rd College Station, TX 77845

**As of:** 01/31/2021

**Delinquency Note Range:** All Time

**Homeowner Status:** Current and Notice

**Amount Owed In Account:** All

**Balance:** Greater than 0.00

Unit	Name	Tags	Amount Receivable
<b>Lakeridge Townhomes - 1198 Jones Butler Rd College Station, TX 77845</b>			
			220.00
			200.00
			100.00
			220.00
			220.00
			220.00
			220.00
			456.00
			2,624.84
			173.00
			236.00
			236.00
			236.00
			173.00
			236.00
			236.00
			236.00
			236.00
			236.00
			124.00
			124.00
			3,640.24
			124.00
			236.00
			3,762.65
			124.00
			236.00
			212.00
			236.00
			124.00
			124.00
			236.00
			124.00
			124.00
			236.00
			124.00
			236.00
			124.00

# Homeowner Delinquency (As Of)

Unit	Name	Tags	Amount Receivable
			212.00
			236.00
			212.00
			236.00
			212.00
			236.00
			236.00
			212.00
			124.00
			124.00
			236.00
			212.00
			212.00
			124.00
			124.00
			30.00
			<b>20,323.73</b>
<b>Total</b>			<b>20,323.73</b>



Access Code: 3332  
 Account Number: 07707-130491-01-7  
 LAKERIDG E TOWNHOMES C  
 1198 JONES BUTLER RD  
 COLLEGE STATION TX 77840-6432

Account Summary		
Billing Period	Due Date	Amount
01/19/21 - 02/18/21	February 01, 2021	\$164.36
<b>Previous Balance &amp; Payments</b>		<b>\$0.00</b>
Balance Last Statement		\$663.66
Payment(s) Received By 01/11/2021		-\$663.66
<b>New Charges</b>		<b>\$164.36</b>
<b>Total Amount Due</b>		<b>\$164.36</b>

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Account Details	
<b>BALANCE LAST STATEMENT</b>	663.66
<b>PAYMENTS</b>	
12/23 Credit Card Pymt	-663.66
<b>Previous Balance</b>	<b>\$ 0.00</b>
<b>CURRENT MONTHLY CHARGES</b>	
<b>TV</b>	
01/19-02/18 HD DigiLink	0.00
<b>Internet</b>	
01/19-02/18 Business Internet 50/8	89.95
Modem Fee	5.00
Data Service Adjustment	-10.00
<b>Phone</b>	
01/19-02/18 Unlimited Local Phone(s)	26.95
Business Key Features Package	5.00
Unlimited Long Distance	3.00
<b>Total Current Monthly Charges</b>	<b>\$119.90</b>
<b>TAXES, FEES &amp; OTHER CHARGES</b>	
<b>TV</b>	
01/19-02/18 Peg Fee	0.17
Sales Tax	1.48
Franchise Fee	0.89
<b>Internet</b>	
01/19-02/18 Sales Tax	0.41

continued on back

**Customer Service**

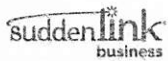
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CHANGE SERVICE REQUESTED

#BWNHGYM  
 #PGGPGACPDIAPA5#

LAKERIDG E TOWNHOMES C  
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 COLLEGE STATION TX 77842



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LAKERIDGE TOWNHOMES C  
 Account Number: 07707-130491-01-7  
 Total Amount Due: \$164.36

**Account Details...continued**

TAXES, FEES & OTHER CHARGES		
<b>Phone</b>		
01/19 -02/18	911 Equalization Fee	0.06
	City Sales Tax	0.75
	State Regulatory Assessment	0.06
	Texas Universal Service Fund	1.48
	Municipal Right of way fee	4.40
	State Sales Tax	3.13
	911 Fee	1.21
	FCC Regulatory Fee	0.04
	Federal Cost Recovery Fee	0.18
<b>Other Charges</b>		
01/19 -02/18	Network Access Surcharge	3.50
	Broadcast Station Programming Surcharge	16.72
	Federal Universal Service Fee	3.70
	State Cost Recovery Fee	1.03
	Federal Subscriber Line Charge	5.25
<b>Total Taxes, Fees &amp; Other Charges</b>		<del>\$ 49.10</del>
<b>Total Amount Due</b>		<b>\$164.36</b>

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Mailing Your Payment	
Account Number:	07707-130491-01-7
Payment Due Date:	February 01, 2021
Total Amount Due:	\$164.36
Amount Enclosed \$	

Make checks payable to Suddenlink.

000-01-21-C-C

SUDDENLINK COMMUNICATIONS  
 PO BOX 70340  
 PHILADELPHIA PA 19176-0340



Access Code: 6521  
 Account Number: 07707-578037-01-9  
 LAKERIDG E TOWNHOMES  
 1198 JONES BUTLER RD  
 COLLEGE STATION TX 77840-6432

Account Summary		
Billing Period	Due Date	Amount
01/27/21 - 02/26/21	February 10, 2021	\$14,877.54
<b>Previous Balance &amp; Payments</b>		<b>\$0.00</b>
Balance Last Statement		\$14,877.54
Payment(s) Received By 01/18/2021		-\$14,877.54
<b>New Charges</b>		<b>\$14,877.54</b>
<b>Total Amount Due</b>		<b>\$14,877.54</b>

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Account Details				
<b>BALANCE LAST STATEMENT</b>		14,877.54		
<b>PAYMENTS</b>				
12/23	Credit Card Pymt			-14,877.54
	Previous Balance			\$ 0.00
<b>CURRENT MONTHLY CHARGES</b>				
		Retail	Savings	You Pay
<b>TV</b>				
01/27 -02/26	Limited Basic			2,596.00
	Expanded Service			3,272.50
	DigitalLink	15.00	-15.00	0.00
<b>Internet</b>				
01/27 -02/26	Internet			7,422.25
	Internet 50			0.00
<b>Total Current Monthly Charges</b>				<b>\$ 13,290.75</b>
<b>TAXES, FEES &amp; OTHER CHARGES</b>				
<b>TV</b>				
01/27 -02/26	Peg Fee			65.17
	Sales Tax			564.04
	FCC Fee			0.16
	Franchise Fee			339.73
<b>Other Charges</b>				
01/27 -02/26	Broadcast Station Programming Surcharge			521.00
	State Cost Recovery Fee			96.69
<b>Total Taxes, Fees &amp; Other Charges</b>				<b>\$ 1,586.79</b>
<b>Total Amount Due</b>				<b>\$ 14,877.54</b>

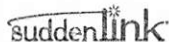
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 JERICO NY 11753-2701

CHANGE SERVICE REQUESTED

#5WNHGYM  
 #PGGPCEGHPCGPA5#

LAKERIDG E TOWNHOMES  
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Account Details...continued

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Account Number:	07707-578037-01-9
Payment Due Date:	February 10, 2021
Total Amount Due:	\$14,877.54
Amount Enclosed \$	

Make checks payable to Suddenlink.

000-01-21-D-C

SUDDENLINK COMMUNICATIONS  
 PO BOX 70340  
 PHILADELPHIA PA 19176-0340

Contact	Phone #	Email
Kirby Tracy	979-595-6307	<a href="mailto:kirby@grassrootsbcs.com">kirby@grassrootsbcs.com</a>
Benson	979-308-6702	<a href="mailto:benson@grassrootsbcs.com">benson@grassrootsbcs.com</a>
Colette Cochran	703-901-1902	<a href="mailto:colette@grassrootsbcs.com">colette@grassrootsbcs.com</a>
Chris Chaney	979-324-3734	<a href="mailto:chaneyfire@gmail.com">chaneyfire@gmail.com</a>
Bubba Rosenkranz	979-777-2476	
Helen Kay	979-779-3326	<a href="mailto:helen@propestbcs.com">helen@propestbcs.com</a>
Shane Miers	979-224-1188 979-822-1300	<a href="mailto:shane@precisionpvmt.com">shane@precisionpvmt.com</a>
Cabin Warmke	979-830-3480	<a href="mailto:cabin@brenhamtechnical.com">cabin@brenhamtechnical.com</a>
Jacob Perez	281-300-7675 832-735-5700	<a href="mailto:jacob@stechunlimited.com">jacob@stechunlimited.com</a>
Ana Grant	979-324-9492	
Robert "Bobby" Grabowski	979-739-7717	<a href="mailto:OasisPools360@gmail.com">OasisPools360@gmail.com</a> <a href="mailto:oasispoolsoffice@gmail.com">oasispoolsoffice@gmail.com</a>
Mark Vavra	979-402-3196 979-402-0963	<a href="mailto:adamvavra1601@gmail.com">adamvavra1601@gmail.com</a>
Cesar Gonzalez	979-525-7517	<a href="mailto:gonzalezcesar0033@gmail.com">gonzalezcesar0033@gmail.com</a> <a href="mailto:gugui.jg@gmail.com">gugui.jg@gmail.com</a>
Bobby Hensarling	979-255-1801	<a href="mailto:hensarlingelectric@suddenlink.net">hensarlingelectric@suddenlink.net</a>
Raul Lopez	979-823-0825	<a href="mailto:RaulLopezRoofing@yahoo.com">RaulLopezRoofing@yahoo.com</a>
Frances Lopez	979-204-9636	
Vicki Lower	281-565-2307	<a href="mailto:vicki@marathonfitness.com">vicki@marathonfitness.com</a>
Brittany Bengel	" "	<a href="mailto:Brittany@marathonfitness.com">Brittany@marathonfitness.com</a>
Clint Cooper	713-882-3083	<a href="mailto:clint@marathonfitness.com">clint@marathonfitness.com</a>
Billy West	979-204-9440	<a href="mailto:WestPlumbingServices@gmail.com">WestPlumbingServices@gmail.com</a>



Lake Ridge Townhomes  
College Station, Texas

Bid for Landscape Management Contract  
December 2018

The following is a landscape management proposal for the property of Lake Ridge Townhomes. This contract has been revised from the last contract, written in 2015, to reflect the property's substantial growth over the last few years.

Schedule 2019

The property of Lake Ridge is a unique living experience that demands a different type of service. It is individually owned, but has public spaces that require constant attention. The homeowners have invested in this living experience and expect that the grounds reflect that investment both short-term and long-term.

The intent is not only to maintain the property, but also to improve upon the existing conditions as the landscape matures. The following schedule is simply a guide and will be adjusted in response to on-site conditions.

Jan	1	April	4	July	4	Oct	4
Feb	1	May	5	Aug	5	Nov	2
Mar	4	June	4	Sept	4	Dec	1

Based on 39 Total trips

In addition to providing services described in detail beginning at section 1.1, Grassroots will enter the property with an open eye. The overall condition of the plant material will be evaluated on a trip-by-trip basis. Plants requiring additional attention shall receive it. If plants need to be replaced, warranty replacements will be coordinated with the landscape contractor and plants out of warranty will be replaced and billed to the owner at market rates upon approval.

The irrigation system will be programmed and adjusted to accommodate current weather conditions. Spray heads and drip hoses will be checked for clogs and monitored to ensure desired spray patterns. If parts need to be replaced, warranty replacements will be coordinated with the irrigation contractor and non-warranty repairs, replacements or modifications will be implemented and billed to the owner at market rates.

Finally, the property will be inspected for horticultural viability. Fertilization frequency and quantities will vary, but timely applications will be applied to promote vigor. Potential washout areas or areas of potential soil migration will be managed to ensure a healthy landscape. Reclamation of damaged or vandalized areas will be coordinated with the owner and dealt with in a timely fashion.

*The services provided in this proposal are described in detail below.*

#### 1.1 Turf Areas

- Mowing of all turf areas contained in the property.
- Trimming of all areas inaccessible to mowers.
- Edging of all concrete curbs, sidewalks, and drives.
- Clean up of grass clippings, dirt, and debris from impervious surfaces.
- Removal of litter on property, including trash receptacles in public spaces, excluding commercial dumpsters.

#### 1.2 Mulched Beds

- Pruning of vegetation on a monthly basis, March through October, and as needed, depending on weather conditions or seasonal timing.
- Manual pruning of sensitive plants for desired shape and flowering.
- Trimming of groundcover on the same schedule as turf areas as needed.
- Mulching is not included in this bid. When additional mulch is deemed necessary, timing and price will be determined on a materials and labor basis.

#### 1.3 Tree Pruning

- Trees will be pruned from ground level to a height of six feet. Shape will be determined based on their form and desired size.
- Crape Myrtles will be pruned when it is seasonally desirable.

#### 1.4 Weed Control

- Inspect and apply herbicide to weeds, invasive turf, seedlings, etc. in mulched beds and impervious surfaces on each trip.
- In sensitive areas, weeds will be manually removed.

#### 1.5 Ant Control

- The property will be inspected on each visit.

#### 1.5 Fertilization

- Turf areas will be fertilized as deemed necessary and billed at current market rates.

#### 1.6 Automatic Irrigation System Management

- The irrigation system will be monitored once a month during the growing season and as needed during the dormant season.
- Plants will be visually examined for correct water demands.

*grassroots* - design. maintain. inspire.

p.o. box 11283 - college station, texas - 77842 - 979.575 6307

- The system will be programmed for optimal performance. During extended rainfall conditions, the system will be adjusted accordingly.
- Each zone will be tested. Sprinkler heads will be checked for correct positioning and effective spray patterns.
- Malfunctioning components will be repaired and billed as a separate item, except damages caused by mowing operations. Warranted items will be coordinated with the irrigation contractor.

#### 1.7 Seasonal Color

- Seasonal flowers will be installed at owner's request, which includes bed prep, installation and fertilizer.

#### 1.8 Landscape Lighting

- Lights at the recreational amenities area, and front entrance will be checked on a monthly basis, replacement bulbs will be billed as a separate item. More extensive repairs will be coordinated with the manager.

#### 1.9 Backyards

- Backyards that are accessible will be mowed on the same schedule as the rest of the property.

1.10 This proposal is based on cool and warm season grasses.

#### Cost of services for Lake Ridge:

Landscape Management plus Irrigation Monitoring Package, 39 trips	\$ 37,200.00
8.25% Sales Tax	\$ 3,069.00
<b>Total with 8.25% Sales Tax, annually</b>	<b>\$ 40,269.00</b>
<b>Avg. Monthly Costs</b>	<b>\$ 3,355.75</b>

#### Budgeted items billed upon manager's approval:

Mulch the property, annually	\$ 10,800.00/yr.
Fertilization & Weed Control, (Pre- & Post-Emergent Care)	\$ 2,780.00/yr.
Seasonal color, bi-annually (Spring & Winter)	\$ 3,465.00/yr.

*In addition, if either party should become dissatisfied with the above contract, a 30 day written notice is required.*

*Thank you for choosing Grassroots.*

Grassroots, LLC Representative

University Trails Representative

grassroots - design. maintain. inspire.  
p.o. box 11283 - college station, texas - 77842 - 979.575.6307

**Zimbra****alysonm@century21bcs.com**

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**LakeRidge porter service bid**

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**From :** Bob Walker <bobw@bealbcs.com>

Tue, Feb 02, 2021 04:03 PM

**Subject :** LakeRidge porter service bid**To :** Alyson Mullins <alyson@bealbcs.com>**Cc :** DocUSign <bobw@bealbcs.com>

Two site visits per week on same days the City of CS picks up.  
Includes trash pick up in parking areas, grassy areas, plant beds  
and perimeter of lake. Includes clean up of dumpster areas in event  
of overflow.

Empty trash cans at mail room and around pool. Trash bags not included.

Service 14 dog stations. Doggie bags and trash can liners not included.

\$600.00 per month.

Bulk pick up of furniture & appliances extra charge.

Sent from my iPhone  
Bob Walker  
979-777-5656 Cell

Jessica Hudson      20805 Fm 159  
903-235-5066      Navasota, Texas  
77868  
United States

Billed To  
Brazos Valley Property Management  
903 S. Texas Ave  
College Station, Texas  
77845  
United States

Date of Issue  
02/04/2021  
  
Due Date  
03/06/2021

Invoice Number  
0000161

Amount Due (USD)  
**\$6,492.00**

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Description	Rate	Qty	Line Total
Lakeridge Townhomes 1/1-4/30 & 10/1-12/31 One time a week service 5/1-9/30 Two times a week service	\$541.00	12	\$6,492.00
	Subtotal		6,492.00
	Tax		0.00
	Total		6,492.00
	Amount Paid		0.00
	Amount Due (USD)		\$6,492.00

Morning Alyson.

Attached is the last PM renewal I have from Lakeridge. It automatically renewed for 2020 at the same rates, and was set to automatically renew for 2021 in August.

Basically, you are set up for quarterly visits (Feb, May, Aug, Nov) to perform Preventative maintenance on all the equipment at a cost of \$200.00 per visit. If any issues are found during the visit, we provide a written estimate for any recommendations or repairs needed.

If you would like to continue with the existing agreement, let me know and I can provide an updated version of this.

I have also copied your Sales Rep, Clint Cooper on this if you have any questions about new equipment or purchase history. The ellipticals you have are 2007 units, so those would likely be looking at replacement soon.

I know y'all have 3 new treadmills that are still under full warranty until February 5<sup>th</sup> 2021 (installed Feb 2020), so that's why I was thinking to do the Feb PM visit a little early to make sure anything needed for those units could be written up under full parts and labor warranty. Parts warranty is active through Feb 2022 on those.

I know that's a lot of info- just let me know if you have any questions, or you can reach me at the numbers below.

Thanks!  
Seth



## Marathon Fitness

Seth Payne | Senior Service Advisor

Cell: 713-906-9306

Office: 800-391-9496 Fax: 888-240-9369

Service@MarathonFitness.com

www.MarathonFitness.com



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ECHELON

TROY

escape



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Facebook

**From:** Alyson Mullins [mailto:alyson@bealbcs.com]

**Sent:** Thursday, January 28, 2021 4:31 PM

**To:** Seth Payne

**Cc:** Omar Martinez-Padro; Vicki Lower; Clint Cooper

**Subject:** Re: Lakeridge Townhomes HOA new Property information

Hi Seth!

Thanks for reaching out and introducing yourselves. Previous management didn't provide the service contract that they had with y'all, would you be able to send a copy over to me?

Thanks!  
Alyson





**Marathon Fitness**

**Preventive Maintenance Agreement**

Lakeridge Townhomes  
1198 Jones Butler Road  
College Station, TX 77840

In addition to providing quality new products, Marathon Fitness provides preventative maintenance services to help maintain the longevity of our clients existing fitness products. Marathon Fitness provides monthly, bi-monthly and quarterly preventive maintenance programs to inspect, test and recommend needed repairs or machine upgrades. Beginning on August 2019, a Marathon Fitness service representative will visit your facility 4 times per year during the contract period to perform preventative maintenance for a fee of \$200.00 per visit based upon an annual commitment of \$800.00 per year. The term of this agreement will begin on the agreed upon date and will continue for a period of one year. Any changes to the price will need to be mutually agreed upon in writing prior to both the owner and client. Examples of cost increases can result in a change of model and or quantity of product, and price decreases can result in a reduction of fitness equipment. Either party may terminate this agreement upon 30 days written notice to the other party.

Our service will include:

- \_\_\_\_\_ A Detailed Inspection of the equipment on the premises according to the respective manufacturer's specifications to inspect for loose, worn or broken parts. The guide rods and bearings will be lubricated as needed and as required per manufacturer's recommendations. The motor compartment of treadmills and crosstrainers will have covers removed and vacuumed. Upon completion, your Marathon Fitness service representative will make written recommendations for required repairs and/or anticipated repairs.
- \_\_\_\_\_ Any and all required parts that are not covered by the existing manufacturer's respective parts or labor warranty will be detailed in writing with estimated cost of parts and labor. No additional parts or labor will be performed without the written approval of the client.
- \_\_\_\_\_ Any additional labor to repair or service a piece of equipment, not covered under the existing manufacturers labor warranty, will be billed at the Marathon Fitness labor rate of \$75 per hour. Should any additional client visits be required to repair a piece of equipment that could not be repaired during the Preventive Maintenance visit, a trip charge will also apply plus labor.

By signing below the client acknowledges and understands the terms of the agreement. Marathon Fitness is Precor and Cardio Theater factory authorized in sales and service. Please confirm the correct bill to address below for property.

BY Matthew Stewart  Print Name: Matthew Stewart

F52303596DDB462..

7/17/2019

# Marathon Fitness

www.MarathonFitness.com  
 P.O. Box 17705  
 Sugar Land, TX, 77496  
 Tel: (800) 391-9496 Fax: (888) 240-9360  
 EIN: 68-0544664



**Marathon Fitness**

*Fitness Center Specialists*

# Invoice

<b>Date</b> Nov 4, 2020	<b>Page</b> Page 1 of 1
<b>Invoice Number</b> IN0039943	

**Sold To:**

Lakeridge Townhomes HOA  
 Attn: Accounts Payable  
 P.O. Box 10028  
 College Station, TX 77842

**Ship To:**

Lakeridge Townhomes HOA  
 1198 Jones Butler Rd.  
 College Station, TX 77840  
 Matthew Stewart (817) 808-6288  
 lakeridgeliving.sales@gmail.com

<b>Order No.</b> ORD0043662	<b>Shipment Date</b> 11/3/2020	<b>Customer No.</b> 3135	<b>Salesperson</b> Clint Cooper	<b>PO Number</b>	<b>Ship Via</b>	<b>Terms</b> Net 30
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Qty.	Item Number	Description	Unit Price	Extended Price
1.0	PREV MAINTENANCE QT	On-site Service Call to perform Quarterly Preventative Maint Service Scheduled for November 2020.	200.00	200.00
1.0	PM NOTE	Excluded from our Preventative Maintenance inspections are Stability Balls, Bands, and/or Tubing. These are wear items and the recommended replacement cycle for safety reasons are every year or more frequent based upon utilization, misuse or abuse. Please consult with your Marathon Fitness representative for any questions.	0.00	0.00
	<u>Due Date</u> Dec 04, 2020	<u>Amount Due</u> \$ 216.50		

<b>Comments:</b>	<b>Subtotal</b>	200.00
	<b>Sales tax 8.25%</b>	16.50
	<b>Total amount</b>	216.50
	<b>Less payment</b>	0.00
	<b>Less pmt. disc</b>	0.00
	<b>Amount due</b>	<b>\$ 216.50</b>

**CHANEY FIRE & SECURITY  
SERVICES, LLC**

**P.O. BOX 3478  
BRYAN, TX 77805  
979-694-1901**

**Invoice**

Date	Invoice #
11/17/2020	13535

Bill To
Lakeridge Townhomes P.O. Box 10028 College Station, TX 77842

Description	Account #	Terms	P.O. No.
	Quantity	Rate	Amount
Service call to replace batteries in Building 4 Batteries	1	95.00	95.00
	2	32.00	64.00
		<b>Subtotal</b>	\$159.00
		<b>Sales Tax (8.25%)</b>	\$13.12
		<b>Total</b>	\$172.12

E-mail
chancyfire@gmail.com

**CHANEY FIRE & SECURITY  
SERVICES, LLC**

**P.O. BOX 3478  
BRYAN, TX 77805  
979-694-1901**

**Invoice**

Date	Invoice #
11/13/2020	13511

Bill To
Lakeridge Townhomes P.O. Box 10028 College Station, TX 77842

Description	Quantity	Rate	Amount	Account #	Terms	P.O. No.
					Upon Receipt	
Quarterly 24 HR. Central Station Monitoring Service of Fire Alarms in all Bldgs.	3	55.00	165.00			
Quarterly 24 HR. Central Station Monitoring Service of Fire Alarm Panel for Bldgs 21 & 22	3	55.00	165.00			
To send payments electronically via ACH credit, please e-mail us at the address below.				<b>Subtotal</b>		\$330.00
				<b>Sales Tax (8.25%)</b>		\$27.23
				<b>Total</b>		\$357.23

E-mail
chaneyfire@gmail.com



**Homeowners' Association (HOA) Sheet**

**Phone: (979) 695-7744**

**Email: LakeridgeTownhomesHOA@gmail.com**

**Features and Benefits:**

- Blanket Insurance policy for the unit. Most easily summed up as "from studs out" (Roughly 40% of the unit).
- Seeks to maintain exterior of property, upkeep of amenities, gates, parking lot, landscaping and irrigation
- Designed to preserve property value and curb appeal to achieve long-term desirability
- If unit located in Buildings 5 through 31 then HOA fee includes water
- HOA fee includes Cable TV and Internet (service only) for all units. See internet notice for additional details.

**Monthly Dues:**

- **4 BDRM - \$236.00** (If in Buildings 1 through 4 then \$220)
- **3 BDRM - \$212.00** (If in Buildings 1 through 4 then \$200)
- **2 BDRM - \$173.00**
- **1 BDRM - \$124.00**

HOA not responsible for issuance of and/or cost of replacement of front door keys, bedroom lock keys, mailbox keys – call a locksmith.

Replacement gate clickers/fobs must be purchased from HOA.

**Zimbra****alysonm@century21bcs.com**

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**Resale Certificates & Questionnaires**

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**From :** Matthew Stewart LakeridgeTH <lakeridgeliving.sales@gmail.com>

Thu, Jan 07, 2021 09:44 AM

**Subject :** Resale Certificates & Questionnaires**To :** Toni Myers <toni@bealbcs.com>, hoa <hoa@bealbcs.com>, Alyson Mullins <alyson@bealbcs.com>

My fee breakdown that I have had in place for these over the years, all paid at closing; of course, you all can increase the admin/resale/questionnaire/transfer fees as you deem necessary:

Resale & Admin Fee paid to mgmt company - \$60.00

Lender Questionnaire Fee (if applicable, paid by buyer at closing, \$100) - paid to mgmt company

Transfer Fee - \$50.00 paid to HOA

Initial Assessment, paid by Buyer at closing - I have it vary based on bedroom count:

1 BDRM - \$200

2 BDRM - \$240

3 BDRM - \$280

4 BDRM - \$320

I also request that the title company collect the next month of HOA dues just to allow time to get the new owner registered. So if a unit closed in January then I would ask that title company collect February HOA dues from the buyer.

--

**Matthew Stewart**

Direct - 817.808.6288

**Lakeridge Townhomes****[lakeridgeliving.sales@gmail.com](mailto:lakeridgeliving.sales@gmail.com)**