

**Copper Creek Condominiums  
Board of Directors Meeting Minutes  
Tuesday, June 27, 2023**

**Location:** via zoom

**Call to Order:** 6:32 PM by Kate Wigginton

**Present:**

Kate Wigginton, HOA President & Director  
Lily Yang, HOA Vice-President & Director  
Hunter Harris, HOA Treasurer & Director  
Nancy Mehner, HOA Secretary & Director  
Nidhi Munshi, HOA Assistant Secretary/Treasurer & Director  
Toni Myers, BEAL Properties, HOA Director  
Persia Burgess, BEAL Properties, HOA Maintenance & Delinquency Coordinator  
Rob Walters, CCC 353 Owner

**Absent:**

N/A

A quorum was established for the zoom meeting.

1. **Minutes** from the January 11, 2023, Copper Creek Board of Directors meeting were presented. **Hunter Harris made a motion to accept the minutes as written, Kate Wigginton seconded, Unanimous approval.**
  
2. **Toni Myers updates**
  - a. The management certificate to comply with TREC and city/county has been filed.
  - b. The franchise tax report will be started closer to September, the CPA filed an extension.
  - c. **Kate Wigginton made a motion to accept the original offer of \$1,628.07 from the City of College Station for the repair to the dumpster wall caused by the trash truck around August 30, 2021. Nidhi Munshi seconded, Unanimous approval.**
  
3. **Financial:**
  - a. 1/1/23 – 6/1/2023 Total Operating Income \$71,093.25. Total Operating Expenses \$44,013.84. Net Operating Income \$27,079.41
  - b. Reserve Fund 1/1/23 - 3/31/23 Prosperity Bank Statement \$1,003.02 (Deposit 6/1/23 \$1,500)
  - c. **Kate Wigginton made a motion to increase the monthly deposit to the reserve fund to \$2,000 for the remainder of 2023. Hunter Harris seconded, Unanimous approval.**

**4. Persia Burgess report**

- a. At the end of April, the total outstanding amount owed to the HOA was \$1,622.45 which is mostly unpaid dues by one owner. On June 21, an attorney sent a letter to the owner.
- b. A violation drive through was discussed.

**5. Maintenance Report / Quotes - Persia Burgess**

- a. The shower at the pool will be capped off so that water cannot freeze in cold weather and cause a water leak in the club house.
- b. Chad's mobile wash quote for pressure washing the clubhouse / pool \$600. Tabled.
- c. Brenham Technical Services quote for 2 side gates with mechanical coded door \$2,406.65 Taken off consideration.
- d. Grandchamp Roofing quote to seal exposed roof nails on "lead jack pipe penetrations, all vents, and several sections of ridgevent through the complex" \$2,100. The board asked for 2 more bids and several pictures of the areas and considers this a priority maintenance.
- e. Dumpster Guard for \$5,663.25 plus \$250.00 installation. The board asked for quotes for bollard installation that would be more secure and last longer than bolting a dumpster guard to the surface. It was suggested 6 bollards, 2 in the front and 4 in the back to protect the wall. The cost may be about the same, but it will last longer and be stronger than the Dumpster Guard.
- f. Rusty nails on buildings \$375.00 Tabled
- g. Drain in the pool pump room to prevent leaks. \$975.00 Tabled
- h. The cameras are working discussion.
- i. The board previously approved the Kings Emergency Cellular Pool phone for \$732.00 yearly.
- j. Dwayne's Lawn Services quote for \$1,455.96 for 7 one-inch valves and 1 controller. **Kate Wigginton made a motion to accept Dwayne's Lawn Service Quote as long as it is under \$1500.00 including 5-10 heads that need replacing. Hunter Harris seconded, unanimous approval.**
- k. Integrity Commercial quote for \$960.00 for removing pool gate, gate around pool clubhouse entry, 2 side gates. **Kate Wigginton made a motion to accept this quote to remove the pool gate (install matching railing and stone wall to match current wall) and remove 2 side gates (install matching railing) as well as remove the gate around the clubhouse double door entry. Nancy Mehner seconded, unanimous approval.**
- l. Concrete work quote to cover up the steps area of the pool \$950.00. **Kate Wigginton made a motion to accept the quote for the concrete in the steps area of the pool. Nancy Mehner seconded, unanimous approval.**
- m. Concrete work for the 8' x 6' sidewalk by the clubhouse \$800.00. Quotes will be obtained for an alternative option of grinding the raised area on the sidewalk.

**6. 2023 Budget**

- a. **Kate Wigginton made a motion to approve the 2023 budget. Hunter Harris seconded, unanimous approval.**

**7. New Business**

- a. Handicap parking spots discussed.
- b. The trash removal is to encompass the whole complex, not just the dumpster area by the porter service.
- c. The paint is peeling on the club house front door and double doors to the pool and will be repainted.
- d. Brenham Technical will be contacted to see if they offer a monthly "preventative maintenance" plan for the front car gate.

**8. Adjourn**

Next scheduled Board Meeting is September 26, 2023, at 6:30 PM. **Kate Wigginton made a motion to adjourn, Hunter Harris seconded, Unanimous approval.** Meeting adjourned at 7:55 PM.

DocuSigned by:

*Kate Wigginton*

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Kate Wigginton, HOA President

6/30/2023 | 7:38 AM PDT

Date

DocuSigned by:

*Nancy Mehner*

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Nancy Mehner, HOA Secretary

6/30/2023 | 12:58 PM CDT

Date