

**B.C. Siena
Homeowners Association, Inc.**



**2023 Annual Meeting
Tuesday, November 28, 2023
6:00 pm
Siena Park Pavilion & Zoom**



3363 University Dr Suite 215
Bryan, TX 77802
(979)764-2500 www.bealbc.com

B. C Siena Homeowners Association, Inc.

The B.C. Siena Homeowners Association, Inc. politely requests your attendance at the 2023 Annual Membership Meeting on Tuesday, November 28th, 2023 at 6:00pm to be held at the Siena Park Pavilion & via Zoom (**please note, we must be able to verify that you are a the Registered Owner & Named on the Deed to the property, to be counted towards the quorum**)

2023 Annual Meeting Agenda

1. Call Meeting to Order
2. Establish Quorum
3. Proof of notice of meeting or waiver of notice (Notice emailed and mailed to all owners)
4. Reading of 2022 Annual Meeting Minutes
5. Election of Directors
 - Open floor for nominations
 - Close nominations and ask candidates to address the Membership
 - Call for vote
 - Close voting
6. Reports of Officers
7. Reports of Committees
8. Unfinished Business
9. New Business
10. Announcement of New Directors
11. Adjournment

Siena Homeowners Association

General Membership Meeting Minutes

Siena Estates Park, 3072 "A" Positano Loop & ZOOM

October 25, 2022 at 6:30 PM

1. **Call to Order.** Meeting was called to order at 6:43 PM. For those in attendance, please see the sign in sheet. There were approximately 17 members on ZOOM as well. The Board President, Vice President, and Secretary/Treasurer were absent from the meeting. Patricia Kerner, member at large was present.
2. **Minutes.** The meeting minutes from the 2021 Annual Meeting were reviewed and approved.
3. **Review Financials/Review 2022 Budget.** Suzan Reed from Berkshire Hathway reviewed the financials, as well as the 2022 Budget. Current delinquent accounts total \$15,204.30.
4. **Election of Board Members.** There were four board positions that came up for election this year. Patricia Kerner formally ran for re-election, and there were several others who also formally ran and did not show up either by ZOOM or in person. Suzan Reed told the audience that if they did not show up, they could not be elected. There was a discussion and decision to ask for volunteers. Kelsey Gagnon, Amanda Christian, Ethan Bredemeyer volunteered from the floor. They were all unanimously voted onto the Board as well as Patricia Kerner.
5. **Questions and Open Discussion.**
Several homeowners asked questions regarding the lawsuit and if it was settled. Suzan Reed answered these questions. The subject of the pool resurfacing was brought up again. It was stated that the HOA did not have the funds at this time to do the repairs.

6. **Adjournment.** With no further business, the meeting was adjourned at 7:23 p.m.

Cash Flow

Beal Properties

Property Groups: B.C Siena

Date Range: 01/01/2023 to 10/31/2023

Accounting Basis: Cash

Additional Cash GL Accounts: None

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	152.81	0.13	152.81	0.13
Late Fees NSF Rent	330.33	0.29	330.33	0.29
Homeowners Association Dues	113,341.14	98.49	113,341.14	99.19
Fines for violations	200.00	0.18	200.00	0.18
Certified Letter Charge	3.90	0.01	3.90	0.01
Miscellaneous Income	237.48	0.21	237.48	0.21
Total Operating Income	114,271.31	100.00	114,271.31	100.00
Expense				
Broadband service	872.98	0.78	872.98	0.78
HOA Dues - Refund of Overpayment	663.27	0.57	663.27	0.57
Fence Repair	1,335.93	1.17	1,335.93	1.17
General Maintenance	697.75	0.62	697.75	0.62
Insurance	4,455.00	3.90	4,455.00	3.90
Legal Fees	671.37	0.59	671.37	0.59
Lawn/Property Maintenance	24,974.82	21.81	24,974.82	21.81
Maintenance Supplies	323.23	0.28	323.23	0.28
Membership Meeting Expense	35.00	0.03	35.00	0.03
Management Fee	7,100.00	6.21	7,100.00	6.21
Cleaning Expense	1,359.07	1.20	1,359.07	1.20
Office Expense	661.44	0.58	661.44	0.58
Plumbing Expense	178.81	0.16	178.81	0.16
Pool Expense	19,299.95	16.90	19,299.95	16.90
Postage	355.27	0.31	355.27	0.31
Professional Fees	826.00	0.73	826.00	0.73
Property Taxes	10.85	0.01	10.85	0.01
Telephone Service	518.50	0.45	518.50	0.45
Trash Pick-up	325.20	0.28	325.20	0.28
Utilities - electric	2,047.66	1.79	2,047.66	1.79
Utilities - Sewer/Drainage	1,104.71	0.97	1,104.71	0.97
Utilities - Water	1,741.25	1.52	1,741.25	1.52
Total Operating Expense	80,276.86	70.25	80,276.86	70.25
NOI - Net Operating Income	33,994.45	29.75	33,994.45	29.75
Total Income	114,271.31	100.00	114,271.31	100.00
Total Expense	80,276.86	70.25	80,276.86	70.25

Cash Flow

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Net Income	33,994.45	29.75	33,994.45	29.75
Other Items				
Prepayments	947.42		947.42	
Net Other Items	947.42		947.42	
Cash Flow	34,941.87		34,941.87	
Beginning Cash	0.00		0.00	
Beginning Cash + Cash Flow	34,941.87		34,941.87	
Actual Ending Cash	42,154.54		42,154.54	

Expense Distribution

Exported On: 2023-11-28 16:41:28 -0600

Properties: B C Siena - 3363 University Drive East Suite 215 College Station, TX 77845

Payees: All

Bill Date Range: 01/01/2023 to 10/31/2023

Reference	Bill Date	Unit	Payee	Amount	Check #	Check Date	Description
6455 - General Maintenance							
12385	10/06/2023		Brenham Technical Services LLC	330.16	1553	10/06/2023	Set up entry / card reader at pool
1015	10/06/2023		Beal Properties Maintenance	78.15	1551	10/06/2023	Bike Locks - Install
				408.31			
6473 - Legal Fees							
21073-00001	08/31/2023		RMWBH	292.00	1558	11/07/2023	Legal Expenses
21073-00001	09/29/2023		RMWBH	649.70	1558	11/07/2023	Legal Expenses - Governing Documents
				941.70			
6540 - Management Fee							
	09/07/2023		Beal Properties	2,150.00	1561	11/20/2023	Management Fee for September
	10/07/2023		Beal Properties	2,150.00	1561	11/20/2023	Management Fee for October
				4,300.00			
6600 - Cleaning Expense							
194843	10/24/2023		Maria Marisol	130.00	1560	11/15/2023	B C Siena Pool Cleanings
6702 - Pool Expense							
6639 & 6715	09/26/2023		Clear Choice Pool Service, LLC	2,997.98	1550	09/26/2023	Past due balance - Invoice 6639
6639 & 6715	09/26/2023		Clear Choice Pool Service, LLC	297.69	1550	09/26/2023	New Charges - Invoice 6715
6858	10/06/2023		Clear Choice Pool Service, LLC	2,241.86	1554	10/06/2023	Pool Cleaning
				5,537.53			
6703 - Postage							
11448	10/06/2023		BHHS	70.00	1552	10/06/2023	Postage and copies - Violations
6757 - Telephone Service							
979-778-9186-033011-5	10/11/2023		FRONTIER COMMUNICATION	122.34	ACH	10/11/2023	Monthly Bill
6840 - Utilities - Water							
	10/09/2023		Wickson Creek SUD	197.78	ACH	10/31/2023	Monthly Utility Bill
Total				11,707.66			



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 (888) 588-2623. Written inquiries should be sent to the address listed, attention: Research.

B C Siena Homeowners Association Inc
Reserve Account
c/o Berkshire Hathaway
700 University Dr E Ste 108
College Station TX 77840-1848

Date 9/29/23
Primary Account
Enclosures

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----- SUMMARY OF ACCOUNTS -----

Account Number	Account Description	Current Balance	Enclosures
	Commercial Money Market	9,415.86	

----- CHECKING ACCOUNT -----

Account Title: B C Siena Homeowners Association Inc
Reserve Account

Commercial Money Market		Enclosures	0
Account Number		Statement Dates	9/01/23 thru 10/01/23
Previous Balance	9,409.07	Days in the statement period	31
Deposits/Credits	.00	Average Ledger	9,409.07
Checks/Debits	.00	Average Collected	9,409.07
Monthly Maintain Fee	.00		
Interest Pd This Stmt	6.79		
Ending Balance	9,415.86	2023 Interest Paid	59.87

----- MISCELLANEOUS CREDITS -----

Date	Description	Amount
10/01	Interest Deposit	6.79

----- DAILY ENDING BALANCE -----

Date	Balance	Date	Balance
9/01	9,409.07	10/01	9,415.86

----- Interest Rate Summary -----

Date	Interest Rate
8/31	0.850000%

BC Siena 2024 Approved Budget

Property Groups: B.C Siena

Account Name	Fiscal Year To Date	2023 Budget	2024 Budget
Operating Income & Expense		\$423.50 x 271	\$500 x 271
Income			
Interest Income	210.06	0.00	0.00
Late Fees\NSF Rent	330.88	0.00	0.00
Homeowners Association Dues	113,764.64	115,192.00	135,500.00
Fines for violations	200.00	0.00	0.00
Certified Letter Charge	19.51	0.00	0.00
Miscellaneous Income	237.48	0.00	0.00
Total Operating Income	114,762.57	115,192.00	135,500.00
Expense			
Broadband service	1,391.48	0.00	1,470.00
HOA Dues - Refund of Overpayment	653.27	0.00	0.00
General Maintenance	2,988.05	3,750.00	3,500.00
Insurance	4,455.00	4,744.00	5,000.00
Legal Fees	1,613.07	2,000.00	1,500.00
Lawn/Property Maintenance	47,945.35	52,000.00	52,000.00
Landscape - Irrigation Repair	1,188.61	2,000.00	1,550.00
Membership Meeting Expense	65.00	200.00	0.00
Management Fee	13,550.00	10,600.00	25,800.00
Cleaning Expense	1,989.07	2,500.00	2,250.00
Office Expenses	561.44	480.00	0.00
Pool Expense	21,811.25	20,600.00	22,500.00
Postage	955.27	550.00	0.00
Professional Fees	625.00	515.00	360.00
Property Taxes	10.95	20.00	15.00
Transfer to Reserves	0.00	0.00	13,550.00
Utilities - electric	2,047.66	6,705.00	3,000.00
Utilities - Sewer/Drainage	1,104.71	2,500.00	1,500.00
Utilities - Water	1,741.25	2,500.00	1,500.00
Total Operating Expense	104,696.43	111,664.00	135,495.00
Total Income	114,762.57	115,192.00	135,500.00
Total Expense	104,696.43	111,664.00	135,495.00
Net Income	10,066.14	3,528.00	5.00



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November 28, 2023

B.C. Siena HOA Management Report

Delinquency Status: After taking over management for the Siena Homeowners Association, the total outstanding balance owed to the Association is \$18,720.95. Eighteen accounts currently make up the total balance mainly consisting of unpaid Assessments, and late fees and interest charges that were added to the account. There are currently four accounts on Payment Plans, and one account that is currently in collections.

Beal Properties will continue actively following up with the delinquent account holders via phone, mail, and email to ensure that the accounts are addressed promptly and efficiently to collect the outstanding fees owed to the association.

Violation Report: There are two violations that Beal would like to present to the board. The violations consist of unauthorized parking & a wrecked vehicle with expired stickers. Beal currently drives the subdivision every 2 weeks to report any and all Violations to the board.

Maintenance Report. There are not any outstanding Maintenance Requests at this time. However, Beal and the board are currently working together on future projects for the subdivision that include Re-plastering the pool, and Landscaping & Irrigation Repairs.

Beal would like to request your valuable input on any outstanding maintenance issues or future projects for the Association.