



Brazos Valley Property Management
903 S Texas Avenue, College Station, TX 77840
Business (979)764-2500 Fax (979)764-0508

Old Oaks HOA Board Meeting

903 S. Texas Ave. College Station, Texas 77840

March 1ST, 2018 @ 6pm

Agenda

1. Roll call, Board Members attending.
2. Reading and approval of minutes of preceding board meeting.
3. Financial report. (2017 & 2018 Financial Report)
4. Update on the erosion issue
5. Discussion on Super Siding
6. Pest Control issues
7. Big Event Projects
8. Discussion of the 11-14 awnings & payment
9. Issues with owners/residents
10. Walkway maintenance
11. Community map and bulletin board
12. Schedule Annual Meeting
13. New Business
14. Adjournment

OLD OAKS CONDOMINIUM OWNERS ASSOCIATION
Board Meeting
December 12, 2017

The meeting was called to order by Matt Solom at 6:21pm. President Matt Solom, Secretary Karen Quattlebaum, and members at large Mike Lindo & Elizabeth Grieg. Toni Myers was in attendance for Century 21/BVPM.

Agenda Items:

- A. **Reading of previous meeting minutes** – Read & accepted with minor changes (driveway cost correction & check from Super Siding amount corrected)
- B. **Financials** – \$4914. In reserve account at end of November. No owner delinquent more than 2 months. Lindsey's (#13) fine is being fought – she wants proof she rented her unit for Game Day Housing.
- C. **Erosion/Sinkhole** – Oakwood has approved work to be done. Should start January 2018. We need to see what the plan is for the area behind Unit #1. The thought is they will be filling the hole behind #1 – but not sure.
- D. **Super Siding** – Matt has Ben (grandson) phone number, he gave it to Toni to try & reach them for discussion on reimbursement for the roofing repairs. C21 roofers indicated it was shoddy work on #21 & #20 ONLY.
- E. **Electrical Systems** – We need to get an electrician out to look at what the problem is (breaker is constantly tripped); also there is an electrical conduit on the side of #31 where wires are visible, near the AC unit & on the creekside. Toni will get a quote on getting the issue fixed
- F. **Rules & regulations update** – Yes, need to be updated with additional fines & specifically listing NO Game Day Housing allowed. Toni suggested we look at Cripple Creek's Rules & Regulations/Fines & Fees schedule.
- G. **Awnings 11 -14** – Awnings meet expectations; need to get contractor out to fix the weather stripping as was promised. The letters also need to be sent to the owners about reimbursement for the awnings (75% of the cost owner/25% HOA). We need to get Melba's (#11) floor.
- H. **Resident issues** – #21 – need to contact fire department about back deck & accumulation of stuff (fire hazard); They have also put a hole in the Hardi-Plank siding and spliced an extension cord into the front porch light fixture; #19 – health & welfare check – bugs; #27 – medical supply truck ok because it is NOT parked in complex any more.
- I. **Driveway & walkway maintenance**– There are several boards on the walkways in bad shape – one by #10/#19 is bowed; we need to replace board with pre-treated/sealed wood in the future; also look into the possibility of sealing the walkways (after powerwashing them);
- J. **Community map/Bulletin Board** – Toni will get an estimate.
- K. **New Business** – Email owners about Fire Extinguisher recall;

Meeting adjourned at 7:40 pm

Minutes prepared by Karen Quattlebaum

Cash Flow

BVP Management, Inc.

Properties: Old Oaks Condos - 3923 Old Oaks Bryan, TX 77802

Date Range: 01/01/2017 to 12/31/2017

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Late Fees\NSF Rent	175.00	0.23	175.00	0.23
Homeowners Association Dues	74,961.59	99.77	74,961.59	99.77
Total Operating Income	75,136.59	100.00	75,136.59	100.00
Expense				
Electrical Repairs	1,333.36	1.77	1,333.36	1.77
General Maintenance	7,993.48	10.64	7,993.48	10.64
Insurance	8,465.71	11.27	8,465.71	11.27
Transfer to Reserves	6,688.00	8.90	6,688.00	8.90
Legal Fees	75.00	0.10	75.00	0.10
Lawn/Property Maintenance	7,731.56	10.29	7,731.56	10.29
Maintenance Supplies	49.98	0.07	49.98	0.07
Management Fee	4,800.00	6.39	4,800.00	6.39
Mortgage/Note Payment	19,270.75	25.65	19,270.75	25.65
Office Expenses	18.04	0.02	18.04	0.02
Parking Lot Repair	5,259.00	7.00	5,259.00	7.00
Pest Control	2,240.84	2.98	2,240.84	2.98
Plumbing Expense	811.88	1.08	811.88	1.08
Porter Service	260.00	0.35	260.00	0.35
Professional Fees	320.00	0.43	320.00	0.43
Roofing Expense	115.00	0.15	115.00	0.15
Sign Expense	120.73	0.16	120.73	0.16
Trash Pick-up	77.07	0.10	77.07	0.10
Utilities	11,358.52	15.12	11,358.52	15.12
Total Operating Expense	76,988.92	102.47	76,988.92	102.47
NOI - Net Operating Income	-1,852.33	-2.47	-1,852.33	-2.47
Total Income	75,136.59	100.00	75,136.59	100.00
Total Expense	76,988.92	102.47	76,988.92	102.47
Net Income	-1,852.33	-2.47	-1,852.33	-2.47
Other Items				
Prepayments	2,462.00		2,462.00	
Net Other Items	2,462.00		2,462.00	
Cash Flow	609.67		609.67	

Cash Flow

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Beginning Cash	5,027.41		5,027.41	
Beginning Cash + Cash Flow	5,637.08		5,637.08	
Actual Ending Cash	6,325.08		6,325.08	

Cash Flow

BVP Management, Inc.

Properties: Old Oaks Condos - 3923 Old Oaks Bryan, TX 77802

Date Range: 01/01/2018 to 02/28/2018

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Late Fees\NSF Rent	35.00	0.27	35.00	0.27
Homeowners Association Dues	12,980.00	99.73	12,980.00	99.73
Total Operating Income	13,015.00	100.00	13,015.00	100.00
Expense				
General Maintenance	1,529.85	11.75	1,529.85	11.75
HOA/Dues Violation	-35.00	-0.27	-35.00	-0.27
Insurance	2,304.50	17.71	2,304.50	17.71
Transfer to Reserves	1,376.00	10.57	1,376.00	10.57
Legal Fees	137.50	1.06	137.50	1.06
Lawn/Property Maintenance	1,082.50	8.32	1,082.50	8.32
Management Fee	800.00	6.15	800.00	6.15
Mortgage/Note Payment	3,602.32	27.68	3,602.32	27.68
Pest Control	238.16	1.83	238.16	1.83
Utilities	1,806.13	13.88	1,806.13	13.88
Total Operating Expense	12,841.96	98.67	12,841.96	98.67
NOI - Net Operating Income	173.04	1.33	173.04	1.33
Total Income	13,015.00	100.00	13,015.00	100.00
Total Expense	12,841.96	98.67	12,841.96	98.67
Net Income	173.04	1.33	173.04	1.33
Other Items				
Prepayments	1,715.00		1,715.00	
Net Other Items	1,715.00		1,715.00	
Cash Flow	1,888.04		1,888.04	
Beginning Cash	6,325.08		6,325.08	
Beginning Cash + Cash Flow	8,213.12		8,213.12	
Actual Ending Cash	8,213.12		8,213.12	

Expense Distribution Report

Property: Old Oaks Condos - 3923 Old Oaks Bryan, TX 77802

Payee: All

Bill Date Range: 01/01/2018 - 02/28/2018

Reference	Bill Date	Payee	Amount	Check #	Check Date	Description
6455 - General Maintenance						
9144	01/05/2018	Clean Up Crew	985.00	120820	01/08/2018	repaired ceiling due to leak #20
1320	01/05/2018	Robert Walker	61.13	120831	01/08/2018	winterize
9138	01/05/2018	Clean Up Crew	623.52	120820	01/08/2018	repaired hole in hardie siding removed extension cord from light fixture
11193	02/04/2018	Constant Current Electric	128.82	120914	02/06/2018	Inspected conduit issue, disconnected from A/C
1334	02/04/2018	Robert Walker	76.38	120920	02/06/2018	Treated wood walkways during freeze
12005	02/06/2018	Lopez Boyz	85.00	120924	02/06/2018	Clean salt and cat liter from decks
			1,959.85			
6470 - Insurance						
F007527564-001-00001	01/31/2018	Farmers Insurance Exchange	1,152.25	120883	01/31/2018	Monthly Insurance
F007527564-001-00001	02/13/2018	Farmers Insurance Exchange	1,152.25	120945	02/13/2018	Monthly Insurance
			2,304.50			
6471 - Transfer to Reserves						
	01/01/2018	Old Oaks	688.00	120805	01/02/2018	January 2018 - Transfer to Reserves
	02/01/2018	Old Oaks	688.00	120888	02/02/2018	February 2018 - Transfer to Reserves
			1,376.00			
6473 - Legal Fees						
14409	02/19/2018	The Rife Law Firm	137.50	120951	02/19/2018	Reviewed Declarations on Pest Control of interior units
6475 - Lawn/Property Maintenance						
31629	01/05/2018	Ruffino Lawn Maintenance	541.25	120829	01/08/2018	monthly lawn care
31949	02/04/2018	Ruffino Lawn Maintenance	541.25	120918	02/06/2018	monthly lawn service
			1,082.50			
6540 - Management Fee						
	01/02/2018	BVP Management, Inc.	400.00	120796	01/02/2018	Management Fee for 01/2018
	02/02/2018	BVP Management, Inc.	400.00	120885	02/02/2018	Management Fee for 02/2018
			800.00			
6560 - Mortgage/Note Payment						
	01/01/2018	Prosperity Bank.	1,801.16	120799	01/02/2018	January 2018 - Siding Renovation Loan

Expense Distribution Report

Reference	Bill Date	Payee	Amount	Check #	Check Date	Description
	02/01/2018	Prosperity Bank.	1,801.16	120898	02/02/2018	February 2018 - Siding Renovation Loan
			3,602.32			
6695 - Pest Control						
17690	01/05/2018	Joe Loudat DBA/	119.08	120825	01/08/2018	monthly pest control
17818	02/04/2018	Joe Loudat DBA/	119.08	120916	02/06/2018	monthly pest control
			238.16			
6810 - Utilities						
2325148	01/05/2018	Bryan Texas Utilities	847.73	120816	01/08/2018	Water
2062501	01/05/2018	Bryan Texas Utilities	53.49	120816	01/08/2018	Electric
2062501	02/04/2018	Bryan Texas Utilities	50.38	120909	02/06/2018	utilities
2325148	02/05/2018	Bryan Texas Utilities	854.53	120909	02/06/2018	utilities
0001	02/15/2018	Keith Bouis	10.00	120979	03/01/2018	Reimbursement for Utilities used during siding repairs
			1,816.13			
Total			13,316.96			



PROSPERITY BANK®

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Statement Date

1/31/2018

2535 1 AV 0.378

Account No

6097848

OLD OAKS CONDOMINIUM OWNERS ASSOC

RESERVE ACCOUNT

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903 TEXAS AVE S

COLLEGE STATION TX 77840-2228



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STATEMENT SUMMARY

TX Bus ProsPerfect MMA Account No 6097848

01/01/2018	Beginning Balance			\$9,405.89
	2 Deposits/Other Credits		+	\$688.92
	1 Checks/Other Debits		-	\$20.00
01/31/2018	Ending Balance	31	Days in Statement Period	\$10,074.81
	Total Enclosures			1

DEPOSITS/OTHER CREDITS

Date	Description	Amount
01/23/2018	Deposit	\$688.00
01/31/2018	Accr. Earning Pymt Added to Account	\$0.92

OTHER DEBITS

Date	Description	Amount
01/31/2018	Service Charge	\$20.00

TOTAL OVERDRAFT FEES

	Total For This Period	Total Year-to-Date	Previous Year Total
Total Overdraft Fees	\$0.00	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00	\$0.00

DAILY ENDING BALANCE

Date	Balance	Date	Balance	Date	Balance
01-01	\$9,405.89	01-23	\$10,093.89	01-31	\$10,074.81

EARNINGS SUMMARY

** Below is an itemization of the Earnings paid this period. **

Interest Paid This Period	\$0.92	Annual Percentage Yield Earned	0.11 %
Interest Paid YTD	\$0.92	Days in Earnings Period	31

SERVICE CHARGE SUMMARY

Minimum Bal Fee	\$20.00
Total Fees 01/31/2018	\$20.00
Bal Used for Serv Chg	\$9,405.89

MEMBER FDIC



NYSE Symbol "PB"

9001

102121 : 00253501



Delinquency

Active Properties Owned By: Old Oaks Condo HOA

Tenant Status: Current

Amount Owed In Account: All

Balance: Greater than 230.00

Unit	Name	Tenant Status	0-30	60+	90+
Old Oaks Condos - 3923 Old Oaks Bryan, TX 77802					
13	[REDACTED]	Current	430.00	200.00	0.00
19	[REDACTED]	Current	430.00	0.00	0.00
21	[REDACTED]	Current	430.00	283.52	0.00
22	[REDACTED]	Current	406.00	0.00	0.00
30	[REDACTED]	Current	395.00	0.00	0.00
			2,091.00	483.52	0.00
Total			2,091.00	483.52	0.00

The Clean Up Crew
(979) 229-4550

905 Cedar Circle
Bryan, Texas
77803
United States

Billed To
Toni Meyers
Century 21
BVP Management, Inc.
College Station, Texas
77840
United States

Estimate Date
12/28/2017

Estimate Number
000226

Description	Rate	Qty	Line Total
Construction Install exterior community board 6' wide x 8' tall with shingles on roof 4 x 6 x 10 treated post Install light fixture above board Install a cork board with a plexiglass door	\$0.00	1	\$0.00
Material 4x6x10 post, plywood, shingles, felt, plexiglass, cork board, cement, 2x4, screws, 1x6, flashing and light fixture	\$370.00 +Sales Tax	1	\$370.00
Labor	\$1,300.00 +Sales Tax	1	\$1,300.00
		Subtotal	1,670.00
		Sales Tax (8.25%)	137.78
		Estimate Total (USD)	\$1,807.78