

#### **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 1<sup>ST</sup>, 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. <u>Reading of previous meeting minutes</u> Read & accepted with minor changes (driveway cost correction & check from Super Siding amount corrected)
- **B.** <u>Financials</u> \$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. <u>Erosion/Sinkhole</u> 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.** <u>Super Siding</u> –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. <u>Electrical Systems</u> 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. <u>Awnings 11 -14</u> 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. <u>Driveway & walkway maintenance</u>— 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	The state of the s	5,027.41	. 1911/1910
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

			Τ	01-1-1	Ohask Date	Description
Reference	Bill Date	Payee	Amount	Check #	Check Date	Description
6455 - General Maintenaı	псе					
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 Reserv	ves					
	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 Ma	•=					
31629		Ruffino Lawn Maintenance	541,25	120829	01/08/2018	monthly lawn care
31949		Ruffino Lawn Maintenance	541.25		02/06/2018	monthly lawn service
01070			1,082.50			
CEAR Management Eco			.,			
6540 - Management Fee	04/00/20049	DVD Management Inc	400.00	120798	01/02/2018	Management Fee for 01/2018
		BVP Management, Inc.	400.00		02/02/2018	Management Fee for 02/2018
	UZIUZIZU18	BVP Management, Inc.	800.00		32.02.20.0	
			600.00	•		
6560 - Mortgage/Note Pa			4 004 40	400700	0410010040	January 2018 - Siding Renovation Loan
	01/01/2018	Prosperity Bank.	1,801.16	120799	01/02/2018	January 2010 - Stuniy 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			
810 - 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			

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# PROSPERITY BANK®

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Statement Date

1/31/2018

Account No

6097848

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2535 1 AV 0.378 OLD OAKS CONDOMINIUM OWNERS ASSOC RESERVE ACCOUNT 903 TEXAS AVE S **COLLEGE STATION TX 77840-2228** 

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#### STATEMENT SUMMARY

01/01/2018

Beginning Balance

2 Deposits/Other Credits

1 Checks/Other Debits

01/31/2018 **Ending Balance** 

Total Enclosures

TX Bus ProsPerfect MMA Account No 6097848

\$9,405.89

\$688.92

\$20.00

\$10,074.81

#### **DEPOSITS/OTHER CREDITS**

Date	Description	A
01/23/2018	Deposit	Amount
01/23/2010	Deposit	\$688.00
01/31/2018	Accr Earning Pymt Added to Account	
	Accident Added to Account	\$0.92

Days in Statement Period

#### OTHER DEBITS

Date	Description	Amount
01/31/2018	Conside Chause	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 Total Fees

01/31/2018

\$20.00

Bal Used for Serv Chg

\$20.00 \$9,405.89





#### 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 Cond	los - 3923 Old Oaks Bryan, TX 77802	· · · · · · · · · · · · · · · · · · ·			
13		Current	430.00	200.00	0.00
19		Current	430.00	0.00	0.00
21		Current	430.00	283.52	0.00
22		Current	406.00	0.00	0.00
30		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' wise 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