

Brenham Woodbridge Homeowners Association, Inc.

2022 **ANNUAL** Meeting Agenda

June 3, 2022

Pursuant to Article III, Section I of the Bylaws of the Brenham Woodbridge Homeowners' Association, Inc. an Annual Meeting of the membership is duly called and will be held on **Wednesday, June 15th, 2022 at 7:00 pm** at the Cul-De-Sac located on the east side of Cobble Gate Drive, Brenham, Texas 77833. Please bring a chair and a drink. This is an **ANNUAL** HOA Meeting. Homeowners' are invited and encouraged to participate in all aspects of the meeting.

Board Members

Chuck Merritt-President

Michael Havard-Vice President

Tara Wehmeyer-Secretary

Mary Bongard-Treasurer

Alvin Thompson- Board Member

- **ESTABLISH A QUORUM – TARA 24 Present**
- **COLLECT PROXYS - TARA**
- **OPEN MEETING Time: 7:02**
- **Old Business**
 - **Treasurer's Report / Review Financials EXHIBIT A**
 - **Review Budget EXHIBIT B**
 - **Increased Dues to \$400/year**
 - **Progress and Future Goals - Drainage Ditches and Fencing**
- **New Business**
 1. **Election of Board Members**
 - **Nominate Board Members**
 - **Chuck Merritt President**
 - **Tara Wehmeyer Secretary**
 - **Michael Havard Vice President**
 - **Alvin Thompson Board Member**
 - **Mary Bongard Treasurer**
 - **Voting EXHIBIT C**
 - **Count votes, announce Board Members - SECRETARY**
 - **Sign Ballot Count Form – SECRETARY**
 2. **Board Members appoint officers - See Above**
 3. **Question and Answer**
 - **Open question and answer time**
 - **Public Streets and Slowing Traffic – Discussed contacting the city for help in slowing the traffic**
 - **Empty Lot Development – Discussed the empty lot on Summer Court and possible future use**
 - **Discussed using the Community Board (on line bulletin board) respectfully**
 4. **Committees**
 - **Architectural**
 - **Report and renew members – No further Volunteers, Sherwin Williams no longer keep the color swatches of approved colors.**

[eam]

- Landscaping and Erosion – TARA – Still needing a viable solution to the erosion problem.
 - Report and renew members
- Fencing – New committee, requesting volunteers No Volunteers. Mary Bongard volunteered to head up the Safety Committee and work on getting a solution to speeding through the subdivision

5. Financial

- 2022 Budget EXHIBIT D
 - MaLisa Present
 - Budget VS Actual EXHIBIT E
 - Available Balance EXHIBIT F
 - MaLisa Present
 - Tax Reports
 - Completed – Alvin Thompson Signed
 - Discuss opening a Capital Improvements Account
 - Amount of opening balance – A motion was made by Tara Wehmeyer and seconded by Michael Havard to open a Capital Improvements Account with signers to be Mary Bongard, MaLisa Hampton and Michael Havard. Initial deposit to be \$5000. Mary is also to be added to the main checking account. As Treasurer she is to be on all accounts.
 - Discuss Dues Increase/Status Quo/Assessment
 - According to Budget and Financials where are we? See attached financials. We are in a position now that we can start a Capital Expenditure Account and start getting bids for Major Projects.
 - Major Projects needing Capital Expenditure
 - Fencing along Hwy 577
 - Drainage and Retention Ponds
 - Replace Lights at the front of Subdivision – Tara Wehmeyer's Father in Law will give us a bid on replacing the lights at the main entrance.
 - If Dues Increase - How Much
 - If Assessment – How Much
 - Vote by Board – After discussion, it was voted unanimously not to increase dues or add an assessment.
6. Management Contract – From 2022 thru 2023 – Signed by Chuck Merritt, President
7. Future projects and Goals – none discussed other than the Major Projects discussed above.

Move to adjourn

First: Tara Wehmeyer

Second: Mary Bongard

Time: 7:48pm

Signed by

Authentisign
Charles A. Merritt
8/31/2022 3:50:11 PM CDT

Charles Merritt, President

Wells Fargo Business Choice Checking

December 31, 2019 ■ Page 1 of 4



BRENHAM WOODBRIDGE HOMEOWNERS ASSOC
1004 S AUSTIN ST
BRENHAM TX 77833-4119

Questions?

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IMPORTANT ACCOUNT INFORMATION

We may change the statement period and monthly fee period assigned to your account without advance notification. If your account earns interest, these changes will not affect interest calculations, but they may affect the date we post interest to your account.

For all accounts except business analyzed checking, if the first new fee period created by our change is fewer than 25 days, the bank will automatically waive the monthly service fee for that period.

Activity summary

Beginning balance on 12/1	\$16,735.40
Deposits/Credits	4,698.36
Withdrawals/Debits	- 4,273.42
Ending balance on 12/31	\$17,160.34
Average ledger balance this period	\$15,426.83

Account number: [REDACTED]

BRENHAM WOODBRIDGE HOMEOWNERS ASSOC

Texas/Arkansas account terms and conditions apply

For Direct Deposit use

Routing Number (RTN): [REDACTED]

For Wire Transfers use

Routing Number (RTN): [REDACTED]

2019 12/31
15,982.22
\$1,178.12 Black

Budget vs. Actuals

Cash basis

Prepared By: Ha
Company
1004 South Austin Street
Brenham, TX 77833

EXHIBIT B

Woodbridge - 2021 Woodbridge Budget

Account	Actual	Budget	Over Budget	% of Budget
1/1/2021 - 12/31/2021				
Income				
2020 Assoc Dues	1,269.10	0.00	1,269.10	--
2021 Assoc Dues	32,233.90	33,110.00	(876.10)	97.35 %
2022 Assoc Dues	1,185.00	0.00	1,185.00	--
Attorney Fees Attributed to Owner	(543.30)	0.00	(543.30)	--
Convenience Fee	349.47	402.65	(53.18)	86.79 %
Interest Income	3,738.71	3,000.00	738.71	124.62 %
NSF Fee Income	0.00	20.00	(20.00)	0.00 %
Previous Balances Forward	43.99	0.00	43.99	--
Violation Mowing	316.62	0.00	316.62	--
Total for Income	\$38,593.49	\$36,532.65	\$2,060.84	105.64 %
Expense				
Accounting Fees Tax Prep	0.00	250.00	(250.00)	0.00 %
Accounting Program	2,205.01	2,000.00	205.01	110.25 %
Attorney Fees Attributed to HOA	250.00	1,500.00	(1,250.00)	16.67 %
Bank Fees	45.00	120.00	(75.00)	37.50 %
Insurance-G/L & Property	3,451.00	3,900.00	(449.00)	88.49 %
Landscaping	15,673.65	14,800.00	873.65	105.90 %
Landscaping Additional Work	706.33	1,000.00	(293.67)	70.63 %
Management Fees	6,500.00	6,000.00	500.00	108.33 %
Postage and Delivery	23.80	76.00	(52.20)	31.32 %

Budget vs. Actuals

Cash basis

Prepared By: Hampton Management Company
1004 South Austin Street
Brenham, TX 77833

1/1/2021 - 12/31/2021

Account	Actual	Budget	Over Budget	% of Budget
Repairs	625.00	0.00	625.00	--
Supplies	0.00	50.00	(50.00)	0.00 %
Taxes	387.36	0.00	387.36	--
Utilities	1,029.98	3,150.45	(2,120.47)	32.69 %
Total for Expense	\$30,897.13	\$32,846.45	(\$1,949.32)	94.07 %
Net Operating Income	\$7,696.36	\$3,686.20	\$4,010.16	208.79 %
Net Income	\$7,696.36	\$3,686.20	\$4,010.16	208.79 %

2022 Woodbridge Budget | Woodbridge | FY2022

As of 6/15/2022

Prepared By: Hampton Management Company
1004 South Austin Street
Brenham, TX 77833

EXHIBIT D

Account	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	FY 2022
Income													
2019 Assoc Dues	26.33	26.33	26.33	26.33	26.33	26.33	26.33	26.33	26.33	26.33	26.33	26.33	\$316.00
2020 Assoc Dues	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	\$385.00
2021 Assoc Dues	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	32.08	\$385.00
2022 Assoc Dues	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	2,966.67	\$35,600.00
Attorney Fees Attributed to Owner	258.64	258.64	258.64	258.64	258.64	258.64	258.64	258.64	258.64	258.64	258.64	258.64	\$3,103.69
Interest Income	42.83	42.83	42.83	42.83	42.83	42.83	42.83	42.83	42.83	42.83	42.83	42.83	\$514.00
Previous Balances Forward	36.78	36.78	36.78	36.78	36.78	36.78	36.78	36.78	36.78	36.78	36.78	36.78	\$441.31
Total for Income	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	3,395.42	\$40,745.00
Expenses													
Accounting Fees Tax Prep	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	\$300.00
Accounting Program	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	\$2,400.00
Attorney Fees Attributed to HOA	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	\$1,000.00
Bank Fees	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	\$50.00
CAPITAL SAVINGS-REPAIRS & IMPROVEMENTS													\$5,000.00
Insurance-G/L & Property	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	\$3,550.00
Landscaping	295.83	295.83	295.83	295.83	295.83	295.83	295.83	295.83	295.83	295.83	295.83	295.83	\$3,550.00
Landscaping Additional Work	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	1,233.33	\$14,800.00
Management Fees	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	\$1,500.00
Postage and Delivery	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	\$6,600.00
Repairs	6.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25	\$75.00
Supplies	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	83.33	\$1,000.00
Taxes	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	8.33	\$100.00
Utilities	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	16.67	\$200.00
Total for Expenses	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	3,256.25	\$39,075.00
Net Operating Income	139.17	139.17	139.17	139.17	139.17	139.17	139.17	139.17	139.17	139.17	139.17	139.17	\$1,670.00
Non-operating Income													
Total for Non-operating Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Non-operating Expenses													

Blair

PROPERTY: Woodbridge
 BUDGET: 2022 Woodbridge Budget
 PERIOD: Budget Year
 ACCOUNTING BASIS: ☐ Cash ☐ Accrual

Export

Run report

Woodbridge - 2022 Woodbridge Budget

1/1/2022 - 12/31/2022				
Account	Actual	Budget	Over Budget	% of Budget
Income				
2019 Assoc Dues	0.00	316.00	(316.00)	0.00 %
2020 Assoc Dues	0.00	385.00	(385.00)	0.00 %
2021 Assoc Dues	0.00	385.00	(385.00)	0.00 %
2022 Assoc Dues	34,400.00	35,600.00	(1,200.00)	96.63 %
Attorney Fees Attributed to Owner	396.41	3,103.69	(2,707.28)	12.77 %
Convenience Fee	134.28	0.00	134.28	-
Interest Income	(136.20)	514.00	(650.20)	-26.50 %
Previous Balances Forward	0.00	441.31	(441.31)	0.00 %
Total for Income	\$34,794.49	\$40,745.00	(\$5,950.51)	85.40 %
Expense				
Accounting Fees Tax Prep	11.70	300.00	(288.30)	3.90 %
Accounting Program	1,066.66	2,400.00	(1,333.34)	44.44 %
Attorney Fees Attributed to HOA	0.00	1,000.00	(1,000.00)	0.00 %
Bank Fees	0.00	50.00	(50.00)	0.00 %
CAPITAL SAVINGS-REPAIRS & IMPROVEMENTS	0.00	5,000.00	(5,000.00)	0.00 %
Insurance-G/L & Property	3,068.00	3,550.00	(482.00)	86.42 %
Landscaping	6,004.37	14,800.00	(8,795.63)	40.57 %
Landscaping Additional Work	105.54	1,500.00	(1,394.46)	7.04 %
Management Fees	3,640.00	6,600.00	(2,960.00)	55.15 %
Postage and Delivery	0.00	75.00	(75.00)	0.00 %
Repairs	0.00	1,000.00	(1,000.00)	0.00 %
Supplies	321.98	100.00	221.98	321.98 %
Taxes	0.00	200.00	(200.00)	0.00 %
Utilities	907.63	2,500.00	(1,592.37)	36.31 %
Total for Expense	\$15,125.88	\$39,075.00	(\$23,949.12)	38.71 %
Net Operating Income	\$19,668.61	\$1,670.00	\$17,998.61	1,177.76 %
Net Income	\$19,668.61	\$1,670.00	\$17,998.61	1,177.76 %

Initiate Business CheckingSM

December 31, 2021 ■ Page 1 of 5



BRENHAM WOODBRIDGE HOMEOWNERS ASSOC
1004 S AUSTIN ST
BRENHAM TX 77833-4119

Questions?

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Business Bill Pay	<input checked="" type="checkbox"/>
Business Spending Report	<input checked="" type="checkbox"/>
Overdraft Protection	<input type="checkbox"/>

Statement period activity summary

Beginning balance on 12/1	\$25,313.10
Deposits/Credits	14,932.82
Withdrawals/Debits	- 2,244.04
Ending balance on 12/31	\$38,001.88

2022 → 22,802.41
dues 15,199.47

Account number: [REDACTED]
BRENHAM WOODBRIDGE HOMEOWNERS ASSOC
Texas/Arkansas account terms and conditions apply
For Direct Deposit use
Routing Number (RTN): [REDACTED]
For Wire Transfers use
Routing Number (RTN): [REDACTED]

Overdraft Protection

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Black

Brenham Woodbridge Homeowners Association, Inc.

Annual Meeting Sign In

Pursuant to the Governing Documents of The Woodbridge Homeowners Association, Inc., your attendance at this meeting and signature on this roster will count towards the quorum required for this meeting.

Name	Address
Chris Bedson	1408 Summer Ct
Ramy Wilton	911 Wintersong
Victoria Morgan	906 Wintersong
West Smiley	806 Cobble Gate Dr.
Jaci + Rolando Arroyo	1301 Bulson St
Grant + Anna Aschenbeck	1404 Summer Ct
Therese Marshall	1413 Summer Ct.
Charles Merritt	1314 Autumn Run Dr.
Mary Bergard	905 Cobble Gate Dr
Mick Haver	804 Wintersong Dr
Tara Hennmeyer	701 Cobble Gate Dr.
Linda Nickalus	804 Wintersong
David Morris	800 Cobble Gate Dr.
Dr. Marie Nabhan	805 Wintersong
Renee + Mario Molina Cortez	914 Cobble Gate Dr. O

PROXYS:

103-006