

# Brenham Woodbridge Homeowners Association, Inc.

## 2023 **ANNUAL** Meeting Agenda

APRIL 27, 2023

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 Thursday, April 27<sup>th</sup> at 6:00 pm at the Cul-De-Sac located on the east side of Cobble Gate Drive. 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.,

**4 Board members present, Tara, Chuck, Alvin (by phone) - Michael Quorum was present.**

**9 Owners present (see sign in sheet) - Quorum was present.**

- **Old Business**

- Treasurer's Report / Review Financials – **Reviewed 2022 number**
- Review Budget
- Committee Reports Fencing Report – **Marc Upchurch, contractor. Scope of work is attached.**
- Progress and Future Goals - **Repair/replace front Fence and update entrance**

- **New Business**

1. **Election of Board Members**

- Nominate Board Members – **Chuck Merritt, Alvin Thompson, Tara Wehmeyer, Mary Bongard and Michael Havard were nominated.**
- Voting
- Collect Proxys - **None**
- Count votes, announce Board Members - **All of above were again voted in.**
- Sign Ballot Count Form

2. **Board Members appoint officers – Chuck Merritt – President, Michael Havard – VP, Mary Bongard – Treasurer, Tara Wehmeyer – Secretary, Alvin Thompson – Board Member.**

3. **Question and Answer**

- Open question and answer time
  - 1. **Trash cans need to be moved out of sight- Mgmt. Company to send letters**
  - 2. **Owners need to cut their grass – Mgmt Company to send letters**
  - 3. **Speed Bumps – No Action taken**

4. **Committees**

- Architectural
  - Report and renew members – **no volunteers**
- Landscaping and Erosion – **No volunteers**
  - Report on bids for new front entrance
- Fencing
  - Report on bid for repairing front fence – **The winning bid, Marc Upchurch, gave a talk on the details of the fence repair and front entrance update.**

5. **Financial**

- 2022 Budget – **See Attached**

- Available Balance
  - MaLisa Present – See Attached
- Profit and Loss Statement
  - MaLisa Present – See Attached
- Tax Reports
  - Completed – Alvin Thompson Signed
- Discuss Dues Increase/Status Quo/Assessment
  - According to Budget and Financials where are we?
  - Major Projects needing Capital Expenditure
  - Drainage and Retention Ponds
  - If Dues Increase - How Much
  - If Assessment – How Much
- Vote
  - MaLisa Present – According to the 2023 Budget, there were some funds available to do the work on the fence and the front entrance update. Tara Wehmeyer made a motion to pass a one time assessment for \$60/property in order to supplement the cost of the fence and entrance update. Michael Havard seconded the motion. Three votes were yes and the motion passed.
  - The board also voted on terms of the payment of the assessment. The payment is due upon receipt of invoice and late if paid after July 31, 2023. This gives owners over 3 months to pay the \$60 assessment.
- 

6. Management Contract – From 2023 thru 2025 – Signed by President
7. Future projects and Goals

## CLOSED SESSION

Discuss delinquent accounts

Chuck made a motion to close the meeting

Michael Seconded that motion and the meeting adjourned at 8:03 pm.



## Proposed Fence and Entry Work

Bank Balance as of April 26 <sup>th</sup>	\$ 37,732.44
Remaining Costs through 12/31/23	
\$3,241.67/Mth X 8 Remaining Months	- <u>25,933.36</u>
Approximate Bank Balance on 12/31/23	\$11,799.08
Approximate Savings Balance 12/31/23	<u>10,029.00</u>
Approximate Total Funds on 12/31/23	\$ 21,828.08
Fence Work	\$ 11,130.00
Entry Work	<u>1,200.00</u>
Remaining Total Funds on 12/31/23	\$ 9,498.08

### Scope Of Work

400 feet of leaning fence to be leveled along with one stone column. The fence will be reinforced with posts 6' apart to maintain leveling. All 1,500 feet of exterior fence facing Blue Bell Road will be repaired and painted (HOA Choice) \$ 11,130.00

Update the south entry by removing the arches and painting the entrance marker. \$1,200.00



# 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.

April 27, 2023

Name	Address
MIKE HAVARD	904 WINTERSONG DR
TED FERRETTI	802 Moonbeam Ct
Charles Merritt	1314 Autumn Rain Dr
CHRIS BEDSAUL / CAMILLE REEDER	1408 SUMMER CT
Kari Wilson	911 WINTERSONG
West Gurley	806 Cobble Gate Dr
Reinaldo J. Arroyo	1301 Burleson
Victoria Morgan	906 Wintersong
Tara Wehmeyer	101 Cobble Gate

PROXYS:



# 2023 Woodbridge Budget | Woodbridge | FY2023

As of 4/27/2023

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

Account	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	FY 2023
<b>Income</b>													
2021 Assoc Dues	2.83	2.83	2.83	2.83	2.83	2.83	2.83	2.83	2.83	2.83	2.83	2.83	\$34.00
2023 Association 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	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	\$4,800.00
Convenience Fee	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	33.33	\$400.00
Interest Fee	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
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
<b>Total for Income</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>3,456.28</b>	<b>\$41,475.31</b>
<b>Expenses</b>													
Accounting Fees Tax Prep	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
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 CHARGED Attributed to HOA	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
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	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	416.67	\$5,000.00
Insurance-G/L & Property	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	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
Landscaping Additional Work	41.67	41.67	41.67	41.67	41.67	41.67	41.67	41.67	41.67	41.67	41.67	41.67	\$500.00
Management Fees	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	\$7,200.00
Registered Letter and Postage	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
Repairs	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
Supplies	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
Taxes	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
Utilities	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	291.67	\$3,500.00
<b>Total for Expenses</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>3,241.67</b>	<b>\$38,900.00</b>
<b>Net Operating Income</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>214.61</b>	<b>\$2,575.31</b>
<b>Non-operating Income</b>													
<b>Total for Non-operating Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$0.00</b>
<b>Non-operating Expenses</b>													
<b>Total for Non-operating Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$0.00</b>
<b>Net Non-operating Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>\$0.00</b>



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Entry Work	<i>Reduced @ Meeting to \$600</i>	<del>600 1,200.00</del>
Remaining Total Funds on 12/31/23		<del>\$ 9,498.08</del> <u><u>10,098.08</u></u>

### Scope Of Work

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