

Homeowners' Association of Midtown Reserve

Annual Meeting Minutes

April 27, 2023 – The Real Estate Gallery

The meeting was called to order at 2:00 p.m.

Attendees

- James Murr, Developer/Director, Layne Murr, Director & Brittany Gibson, Director
- Melinda Pimentel & Kelsey Poston, Aggieland Houses/HOA Management Team

Discussions

Management report given by Melinda Pimentel (see attached)

Review 2023 Budget & financials

- These are posted on the website
<http://aggielandhouses.com/midtownreservehoa/>

Future HOA Dues

- James motions to lower the HOA annual dues to \$500 beginning in 2024. All dues in 2023 will remain \$750. Brittany seconds that motion. All in favor.

Adjournment

- 2:13 p.m.

Midtown Reserve HOA Management Report April 27, 2023 Annual Meeting

Aggieland Houses commenced management of Midtown Reserve HOA on September 1, 2019. We are located at The Real Estate Gallery, 4121 State Highway 6 South on the 2nd floor. Operating hours are Monday – Friday 8:30 am – 5:00 pm. Regular observed holidays are posted on our website: AggielandHouses.com.

The management company is employed to manage the workload of the HOA, create efficiencies and easier processes, and work alongside the HOA Board of Directors, Architectural Control Committee, and any other committees. Our primary responsibilities include billing and collections, enforcing community policies, vendor management, risk reduction, administrative office duties, site management, and keeping an open line of communication with the residents.

Melinda Pimentel, President and Managing Director of Aggieland Houses, joined Aggieland Houses in February 2015 and brings 26 years of finance and business management practice. In 2017, she obtained her Real Estate License with the Texas Real Estate Commission and is a member of the Bryan College Station Regional Association of REALTORS®. Melinda earned the designation of Certified Manager of Community Associations, in 2018, and Association Management Specialist, in 2020, from the Community Associations Institute. She continually seeks professional development for the betterment of the associations we represent.

Kelsey, our office manager, has been with Aggieland Houses since 2016. She's gained a wealth of knowledge in management and association organization. She loves what she does. Kelsey is the eyes and ears of our neighborhoods. You'll see her regularly driving in your neighborhood, checking for infractions and ensuring the neighborhood's common areas are well kept.

Lot count: 350. Homeowner: 264, Builder: 85, Developer: 1

Site Inspections:

Homeowner inspections are conducted bi-weekly.

In 2022, 167 violations were sent.

5 – CCR 3.01 No Improvements shall hereafter be constructed upon any of the Property without the prior approval of the Architectural Committee.

65 – CCR 3.06 No rubbish or debris of any kind shall be allowed or permitted to accumulate upon the Property and no odors shall be permitted to arise therefrom so as to render the Property or any portion thereof unsanitary, unsightly, offensive or detrimental to any other property or its occupants. Refuse, garbage and trash shall be kept at all times in covered containers and such containers shall be kept within enclosed structures or appropriately screened from view so that it is not visible from any street, Common Area or Lot. Trash containers must be promptly returned to their enclosed structures or screening following trash pickup and in no event shall a trash container remain visible from any street, Common Area or other Lot overnight. If rubbish or debris accumulates upon any Lot in violation of this provision in the judgment of the Association, the Association may remove the rubbish or debris, and charge a special assessment to the Owner of the Lot for the costs of removal.

3 – CCR 3.08 Lighting. No exterior lighting of any sort shall be installed or maintained on a Lot where the light source is offensive or a nuisance to neighboring property, except for reasonable security or landscape lighting that has the approval of the Architectural Committee.

94 – CCR 3.27 Each Owner shall keep all shrubs, trees, grass and plantings of every kind on such Owner's Lot cultivated, pruned, and free of trash and other unsightly material. Subject to Section 3.30 below, trees, shrubs, vines and plants that die shall be promptly removed. Declarant, the Association and the Architectural Committee shall have the right at any reasonable time after giving not less than ten days' notice to Owner to cure any violation of this provision, to enter upon any Lot to replace, maintain and cultivate shrubs, trees, grass or other plantings located thereon, and to charge the cost thereof to the Owner of the Lot as provided in Section 5.04(E) below.

To date in 2023, 62 violations have been sent.

23 – CCR 3.06 No rubbish or debris of any kind shall be allowed or permitted to accumulate upon the Property and no odors shall be permitted to arise therefrom so as to render the Property or any portion thereof unsanitary, unsightly, offensive or detrimental to any other property or its occupants. Refuse, garbage and trash shall be kept at all times in covered containers and such containers shall be kept within enclosed structures or appropriately screened from view so that it is not visible from any street, Common Area or Lot. Trash containers must be promptly returned to their enclosed structures or screening following trash pickup and in no event shall a trash container remain visible from any street, Common Area or other Lot overnight. If rubbish or debris accumulates upon any Lot in violation of this provision in the judgment of the Association, the Association may remove the rubbish or debris, and charge a special assessment to the Owner of the Lot for the costs of removal.

4 – CCR 3.08 Lighting. No exterior lighting of any sort shall be installed or maintained on a Lot where the light source is offensive or a nuisance to neighboring property, except for reasonable security or landscape lighting that has the approval of the Architectural Committee.

1 – CCR 3.22 No trailer, recreational vehicle, tent, boat, or stripped down, wrecked, junked, or wholly inoperable vehicle shall be kept, parked, stored, or maintained on any portion of the driveway or front yard, in front of the building line of the permanent structure, and same shall be kept, parked, stored or maintained on other portions of a Lot only within an enclosed structure or a screened area which prevents the view thereof from adjacent lots or streets. No dismantling or assembling of motor vehicles, boats, trailers, recreational vehicles, or other machinery or equipment shall be permitted in any driveway or yard adjacent to a street. Garage doors shall be kept closed at all times except for reasonable time periods when such doors are in use. The Association may establish rules and regulations regarding the definition of "reasonable time periods". Overnight parking of vehicles on the curb of any street is prohibited. No vehicle may be parked in the street in front of any Lot for a period of more than twelve (12) consecutive hours.

34 – CCR 3.27 Each Owner shall keep all shrubs, trees, grass and plantings of every kind on such Owner's Lot cultivated, pruned, and free of trash and other unsightly material. Subject to Section 3.30 below, trees, shrubs, vines and plants that die shall be promptly removed. Declarant, the Association and the Architectural Committee shall have the right at any reasonable time after giving not less than ten days' notice to Owner to cure any violation of this provision, to enter upon any Lot to replace, maintain and cultivate shrubs, trees, grass or other plantings located thereon, and to charge the cost thereof to the Owner of the Lot as provided in Section 5.04(E) below.

Violations are sent as a notice of infraction only and a request to correct the infraction. No other action is taken on the management side other than follow-up. Action is only taken after continued failure to correct the violation and at the board of directors' decision.

Builder inspections have are conducted on a weekly basis. We are currently looking for trash and debris collecting on the site, an overgrown landscape, street cleanliness, and contractor vehicles blocking

traffic and driveways. Notices and violations have been and will continue to be sent to builders as offenses are found.

Property inspection reports are sent to the directors monthly. Issues such as trash, overfilled trashcans, dead landscaping, overgrown weeds, etc., are reported. Typically, the developer sends a contractor out to address issues.

Financials:

Monthly, quarterly, and yearly financial reports are sent to the directors. Quarterly reports and end-of-year reports can be found online at <http://aggielandhouses.com/midtownreservehoa/>.

Other items like HOA due information, governing documents, and common forms can be found online at <http://aggielandhouses.com/midtownreservehoa/>.

Comments and/or Recommendations: HOA is running smoothly, development is moving along swiftly, and the property is in excellent condition.