

Midtown CS POA

Annual Meeting Minutes

April 27, 2023 – The Real Estate Gallery

Meeting called to order at 3:42 p.m.

Attendees

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

Discussions

Review 2023 budget & financials

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

Management Report give by Melinda Pimentel (see attached)

Adjournment

- 3:49 p.m.

Midtown CS POA Management Report

April 27, 2023 Annual Meeting

Aggieland Houses commenced management of Midtown Reserve HOA on January 1, 2021. 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: 17. Owned: 14, Developer: 3

Aggieland Houses is 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.

Site Inspections:

Property inspections are conducted bi-weekly.

Items management will look for are outlined in the CC&Rs Section 7.

Violations will only be sent as a notice 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's request.

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/midtownncspa/>.

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

Comments and/or Recommendations: POA is running smoothly, development is progressing, and the property is in excellent condition.