

Midtown Reserve HOA Annual Meeting Minutes

Date: April 29, 2025

Time: 5:33 PM – 5:57 PM

Location: The Real Estate Gallery

1. Call to Order

- Meeting called to order at 5:33 PM.
- Quorum confirmed with 100% attendance.

2. Approval of Previous Minutes

- Minutes from the 2024 annual meeting were reviewed and approved.

3. Financial Review

- The 2025 budget was presented and approved.
- HOA dues will remain unchanged.
- Financials indicate the HOA is in strong standing.
- Motion to approve: Layne Murr
- Seconded by: Brittany Gibson

4. Management Report – Presented by Kelsey Poston (see attached)

Discussion Topics:

- **921 Lady Bird Lane:**
 1. Developer will follow up regarding debris in neighborhood.
 2. Trail will continue through future phases; potential connection to city trail.
 3. Once 90% of development is complete, control transfers to homeowners.
 4. Currently, meetings are held annually; frequency may increase as development progresses.
 5. Annual budget includes contributions to the Reserve Account, which currently exceeds \$113,000. Funds are allocated for reserves and fencing.
- **908 Calaveras:**
 1. Pathway near Calaveras Pond currently ends; continuation planned in future phases (estimated 18 months). Plat map provided for reference.
 2. Developer will consult partner regarding potential additions near the pond, such as a dog waste station.
 3. Midtown Estates has been annexed into Midtown Reserve HOA and follows the same governing documents and rules.

5. Adjournment

- Meeting adjourned at 5:57 PM.
- Motion to adjourn: Brittany Gibson
- Seconded by: Layne Murr

- Midtown Reserve HOA Management Report
 - April 29, 2025, 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.

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- The management company is employed to manage the workload of the HOA, create efficiency 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.

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- 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.

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- 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.

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- **Lot count:** 545. Homeowner: 428, Builder: 60, Developer: 57

- **Site Inspections:**

- Homeowner inspections are conducted bi-weekly.
- From 4/25/2024 – 4/29/2025, 302 infraction notices were sent.

- **2 – CCR 3.1 Construction of Improvements:** No Improvements shall hereafter be constructed upon any of the Property without the prior approval of the Architectural Committee.

- **86 – CCR 2.4 Trash Containers:** Trash containers and recycling bins must be stored in one of the following locations: (i) inside the garage of the residence; or (ii) behind or on the side of a residence in such a manner that the trash container and recycling bin is not visible from any street, alley, or adjacent residence, e.g. behind a privacy fence or other appropriate screening. The Midtown Reserve Reviewer will have the right to specify additional locations in which trash containers or recycling bins must be stored.

- **5 – Rubbish & Debris:** As determined by the Midtown Reserve Reviewer, no rubbish or debris of any kind may be placed or permitted to accumulate on or within the Development Area, and no odors will be permitted to arise therefrom so as to render all or any portion of the Development Area unsanitary, unsightly, offensive, or detrimental to any other property or Occupants. Refuse, garbage, and trash must be kept at all times in covered containers, and such containers must be kept within enclosed structures or appropriately screened from view. Each Owner will contract with an independent disposal service to collect all garbage or other wastes, if such service is not provided by a governmental entity or the Association.

- **2- CCR 2.15 Temporary Structures:** No tent, shack, or other temporary building, Improvement, or structure must be placed upon the Development Area without the prior written approval of the Midtown Reserve Reviewer; provided, however, that temporary structures necessary for storage of tools and equipment, and for office space for Homebuilders, architects, and foremen during actual construction may be maintained with the prior approval of the Declarant, approval to include the nature, size, duration, and location of such structure.

- **1 – 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 – HVAC Location:** No air-conditioning apparatus may be installed on the ground in front of a residence or on the roof of any residence, unless otherwise approved in advance by the Midtown Reserve Reviewer. No window air-conditioning apparatus or evaporative cooler may be attached to any front wall or front window of a residence or at any other location where it would be visible from any street, any other residence, Common Area, or Special Common Area. All HV AC units must be screened in a manner approved in advance by the Midtown Reserve Reviewer, or as otherwise set forth in the Design Guidelines.
- **3 – CCR 2.5 Unsightly Articles; Vehicles:** No article deemed to be unsightly by the Board will be permitted to remain on any Lot so as to be visible from adjoining property or from public or private thoroughfares. Without limiting the generality of the foregoing, trailers, graders, trucks other than pickups, boats, tractors, campers, wagons, buses, motorcycles, motor scooters, all-terrain vehicles and garden maintenance equipment will be kept at all times except when in actual use, in enclosed structures or screened from view and no repair or maintenance work may be done on any of the foregoing, or on any automobile (other than minor emergency repairs), except in enclosed garages or other structures. Service areas, storage areas, compost piles and facilities for hanging, drying or airing clothing or household fabrics must be appropriately screened from view, and no lumber, grass, plant waste, shrub or tree clippings, metals, bulk materials, scrap, refuse or trash must be kept, stored, or allowed to accumulate on any portion of the Development Area except within enclosed structures or appropriately screened from view. No racing vehicles or any other vehicles (including, without limitation, motorcycles or motor scooters) that are inoperable or do not have a current license tag may be visible on any Lot or may be parked on any roadway within the Development Area. Motorcycles must be operated in a quiet manner. Parking of commercial vehicles or equipment, recreational vehicles, boats and other watercraft, trailers, stored vehicles or inoperable vehicles in places other than: (i) in enclosed garages; and (ii) behind a fence so as to not be visible from any other portion of the Development Area is prohibited; provided, construction, service and delivery vehicles may be exempt from this provision for such period of time as is reasonably necessary to provide service or to make a delivery to a residence.
- **202 – CCR 2.9 Maintenance:** The Owners of each Lot will jointly and severally have the duty and responsibility, at their sole cost and expense, to keep their Lot and all Improvements thereon in good condition and repair and in a well-maintained, safe, clean and attractive condition at all times. The Board, in its sole discretion, will determine whether a violation of the maintenance obligations set forth in this Section 2.9 has occurred. Such maintenance includes, but is not limited to the following, which must be performed in a timely manner, as determined by the Board, in its sole discretion:
 - (i) Prompt removal of all litter, trash, refuse, and wastes.
 - (ii) Lawn mowing and edging.
 - (ii) Lawn mowing and edging.
 - (iv) Watering.
 - (v) Keeping exterior lighting and mechanical facilities in working order.
 - (vi) Keeping lawn and garden areas alive, free of weeds, and attractive.
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 - (viii) Keeping sidewalks and driveways in good repair.
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 - (ix) Complying with Applicable Law.
 - (x) Repainting of Improvements.
 - (xi) Repair of exterior damage, and wear and tear to Improvements.
- 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/>.
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- Other items like HOA due information, governing documents, and common forms can be found online at <http://aggielandhouses.com/midtownreservehoa/>.
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- **Comments and/or Recommendations:** HOA is running smoothly, development is moving along swiftly, and the property is in excellent condition.
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