Quail Springs Condominiums Phase I Association
Monthly Agenda 04/20/21

I. **Open Meeting**

II. **Determination of Quorum**

a. Election results:
   - **i.** 7 votes for Merveldt
   - **ii.** 10 votes for Ayala (who has opted to drop due to work schedule)

b. Annual Meeting did not have a quorum but more attended than voted.

III. **Approval of Minutes**

IV. **Financials**

a. **MARCH 2021** Phase I HOA Operating Account
   - i. Total Income: **$ 46,625.44**
   - ii. Total Expense: **$ 89,464.92**
   - iii. Net Income**: $-41,864.42** (after **$975.06** in prepaids)
   - iv. Capital Improvements: **$23,124.54**

b. Reserve Transfer:

c. **MARCH 2021** Phase I HOA Reserve Account **$214,465.01**

d. **MARCH 2021** Phase I HOA Operating Account **$40,850.37**

e. **Collections: $ 16,141.47** as of 02/28/21 ($ **17,656.17 last month)**

a. Outstanding Special Assessment: $131.95

b. Prepared liens for filing**:**
   - **i. 14c $657.97**
   - **ii. 15g $884.50**
   - **iii. 16r $424.14**

v. **Current Legal:**
   1. **4C –** $608.94 made payment of $750 3/1.
   2. **7B –** $678.27 Made $404 payment 3/31
   3. **10H -** $2,053.67 emailing back and forth on a payment arrangement
   4. **19E -** $5,523.78.
   5. **21G -** $606.46

vi. Released legal: 8c, 20a.

V. **Old Business**

a. Parking lot cracks. 2 new vendors going to within next couple of weeks.
   1. Howards Paving: $54,150.00 (patch 5700 sf
   2. Legacy: $76,143.00 (patch 8958sf
   3. Armor Asphalt: $324,963.14 (overlay 287,578sf)

b. Proposed next building for siding repairs & exterior painting **–**
   - i. (REMAINING BUILDINGS: 14303, 14307, 14409)

c. 14401-A: Wants damages from water back up from his storage closet where 2 or more condensate lines are connected to drain.
   - i. Presented bid for repair $5,439 to replace all flooring in unit, sheetrock repairs, ceiling repairs (from a previous roof leak that was repaired) and repairs to storage closed walls.
   - ii. Board reviewed in detail and along with photographs provided by Owner. Owner's flooring is an older pressed wood laminate floating floor which is approximately 10 years of age. Board asked management to obtain an estimate for replacing the flooring of Owners 768sf unit flooring with that of builder grade carpet to restore to original

condition not upgrading flooring. Board voted electronically with decision to pay Owner $1,575.92 which is double the cost of builder grade carpet as a final settlement of his requested damages. It is to be noted that HOA will not pay to remodel Owner's home nor bring it up beyond builder grade condition. **Board voted to reimburse owner for cost of flooring up to builder grade.**

VI. New Business

a. Annual meeting did not provide enough Members for quorum. Received a total of 17 ballots with 7 of which nominating Owner Merveldt and 10 voting to keep existing Board Member Ayala.

b. Water bill review: Due to high adjustment of sewer Winter Average, we have resubmitted to water@okc.gov each slab leak bill to have number reevaluated.
   i. 14307
   ii. 14405
   iii. 14409
   iv. 14425 – no city dispute/ scheduling unit-by-unit inspections to find water leaks.

VII. VIOLATIONS

VIII. Announcements and Recommendations to Members

IX. Homeowner Time

X. Next Meeting: Tuesday May 18, 2021 @ 7:00p +/-

a.

XI. Adjournment

a.

XII. Executive Session

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     5. **21G -** $606.46
   - vi. Released legal: 8c, 20a.

V. **Old Business**

a. Parking lot cracks. 2 new vendors going to within next couple of weeks.
   1. Bids to overlay existing parking lot and drive averaging $250,000.00.
   2. Proposal to resurface & fill cracks: $54,150.00.
   3. Proposal Legacy Concrete: $76,143

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   - i. (REMAINING BUILDINGS: 14303, 14307, 14409)

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   iv. 14425 – no city dispute/ scheduling unit-by-unit inspections to find water leaks.

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IX. Homeowner Time

X. Next Meeting: Tuesday May 18, 2021 @ 7:00p +/-

a.

XI. Adjournment

a.

XII. Executive Session

Quail Springs Condominiums Phase I Association
Monthly Minutes 03/16/21

- **Open Meeting** : Meeting call to order at 6.32pm
- **Determination of Quorum** : Linda, Kat and Marie present on Zoom
- **Approval of Minutes** : Linda made a motion to approve the Minutes. Kat seconded. Motion passed.
- **Financials** : Linda made a motion to approve the Financials. Kat seconded. Motion passed
  - **FEBRUARY 2021** Phase I HOA Operating Account
    - Total Income: **$ 38,766.62**
    - Total Expense: **$ 30,491.03**
    - Net Income**: $6420.26** (after prepaids)
    - Capital Improvements: **$48**
  - Reserve Transfer:
  - **FEBRUARY 2021** Phase I HOA Reserve Account **$214,461.37**
  - **FEBRUARY 2021** Phase I HOA Operating Account **$85,054.49**
  - **Collections: $17,656.17** as of 02/28/21 ($ **18,353.78 last month)**
    - Outstanding Special Assessment: $131.95
    - Prepared liens**:**
      - **Current Legal:**
        - **3A-** unit sold and balance was paid off.
        - **4C –** $1,163.60 made payment of $750 3/1.
        - **7B –** $886.19 no payment since 1/18.
        - **8C -** $730.95 no pymt since 9/30. No response on mailing so lien being filed.
        - **9A-** Paid account
        - **10H -** $1,784.67 has gotten behind again. Lien notice sent.
        - **16E** – Paid off account
        - **19E -** $4,995.20 Account has been turned over fully to legal.
        - **20A –** $580.60– Owner made $1,000 pymt on 1/8/21.

- **21G -** $387.22 – Owner paid $300 2/15.

- Released legal: 3A

- **Old Business** : **Still looking for new bids.**
  - Parking lot cracks. 2 new vendors going to within next couple of weeks.
    - Bids to overlay existing parking lot and drive averaging $250,000.00.
    - Proposal to resurface & fill cracks: $54,150.00.
  - 14303 Proposed next building for siding repairs & exterior painting **– IN PROGRESS.**
    - A Step Above $13,840.00
    - (REMAINING BUILDINGS: **14307, 14409)**

- **New Business**
  - 14401-A: Bid for repair $5,439. (**On August 18th, 2020, Board Members agreed that Owner can file a claim on his insurance and they can provide us proof of loss. Association will pay deductible OR he can produce bid from contractor for repairs bringing back to original construction) Bid not approved. Need to see photos. Table for next meeting.**

- **VIOLATIONS**

- **Announcements and Recommendations to Members** : Homeowners suggested having a social comittee. It was also discussed at the Rec. Meeting.

- **Homeowner Time**

- **Next Meeting**: Tuesday March 16th, 2021 @ 7:00p +/-

  - Annual meeting: March 1, 2021 @ 6pm .**Annual Meeting is Thursday April 1st. at 6.00pm.**

- **Adjournment** : Marie made a motion to adjourn the Meeting at 7.02pm. Linda seconded. Motion passed.

- **Executive Session**

Budget Comparison

All Properties

Comparison Periods: 03/01/21 - 03/31/21 and 03/01/21 - 03/31/21 (cash basis)

	Actual 03/01/21 - 03/31/21	Budget 03/21 - 03/21	$ Change	% Change	Actual 03/01/21 - 03/31/21	Budget 03/21 - 03/21	$ Change	% Change
INCOME								
302 Membership Dues Income	43,805.00	37,152.00	6,653.00	17.9 %	43,805.00	37,152.00	6,653.00	17.9 %
307 Interest Income	3.64	1.00	2.64	264.0 %	3.64	1.00	2.64	264.0 %
309 Late Fee Income	358.06	258.34	99.72	38.6 %	358.06	258.34	99.72	38.6 %
315 Closing Letters	95.00	100.00	-5.00	-5.0 %	95.00	100.00	-5.00	-5.0 %
321 Special Assessment	118.74	0.00	118.74		118.74	0.00	118.74	
317 Other Income								
1065 General Reimbursement	2,225.00	0.00	2,225.00		2,225.00	0.00	2,225.00	
317 Other Other Income	20.00	32.00	-12.00	-37.5 %	20.00	32.00	-12.00	-37.5 %
317 Total Other Income	2,245.00	32.00	2,213.00	6,915.6 %	2,245.00	32.00	2,213.00	6,915.6 %
TOTAL INCOME	**46,625.44**	**37,543.34**	**9,082.10**	**24.2 %**	**46,625.44**	**37,543.34**	**9,082.10**	**24.2 %**
EXPENSE								
600 Management								
6002 Management Fees	2,325.00	2,300.00	25.00	1.1 %	2,325.00	2,300.00	25.00	1.1 %
6004 In-House Administrion	2,100.00	1,700.00	400.00	23.5 %	2,100.00	1,700.00	400.00	23.5 %
600 Total Management	4,425.00	4,000.00	425.00	10.6 %	4,425.00	4,000.00	425.00	10.6 %
604 Utilities								
6041 Internet	0.00	75.00	-75.00	-100.0 %	0.00	75.00	-75.00	-100.0 %
6042 Electric	900.12	1,175.00	-274.88	-23.4 %	900.12	1,175.00	-274.88	-23.4 %
6043 Telephone	316.82	100.00	216.82	216.8 %	316.82	100.00	216.82	216.8 %
6045 Water And Sewer Utility	9,706.55	7,000.00	2,706.55	38.7 %	9,706.55	7,000.00	2,706.55	38.7 %
6047 Fire Supression System	1,066.64	60.00	1,006.64	1,677.7 %	1,066.64	60.00	1,006.64	1,677.7 %
604 Total Utilities	11,990.13	8,410.00	3,580.13	42.6 %	11,990.13	8,410.00	3,580.13	42.6 %
607 Repairs & Maintenance								
15 Roofing	0.00	216.67	-216.67	-100.0 %	0.00	216.67	-216.67	-100.0 %
16 Carports & Balconies	184.20	833.34	-649.14	-77.9 %	184.20	833.34	-649.14	-77.9 %
612 Exterior Paint / Siding	0.00	75.00	-75.00	-100.0 %	0.00	75.00	-75.00	-100.0 %
613 Electrical	616.00	250.00	366.00	146.4 %	616.00	250.00	366.00	146.4 %
617 Materials & Supplies	211.90	215.00	-3.10	-1.4 %	211.90	215.00	-3.10	-1.4 %
618 Plumbing	979.50	416.67	562.83	135.1 %	979.50	416.67	562.83	135.1 %
619 Contract Labor	508.25	500.00	8.25	1.6 %	508.25	500.00	8.25	1.6 %
621 Fence & Gate Repair	820.96	500.00	320.96	64.2 %	820.96	500.00	320.96	64.2 %
624 Structural/Foundation	0.00	100.00	-100.00	-100.0 %	0.00	100.00	-100.00	-100.0 %
608 Landscaping/Trees/Grounds	3,730.00	166.67	3,563.33	2,138.0 %	3,730.00	166.67	3,563.33	2,138.0 %
607 Total Repairs & Maintenance	7,050.81	3,273.35	3,777.46	115.4 %	7,050.81	3,273.35	3,777.46	115.4 %
670 Taxes/Insurance								

	Actual 03/01/21 - 03/31/21	Budget 03/21 - 03/21	$ Change	% Change	Actual 03/01/21 - 03/31/21	Budget 03/21 - 03/21	$ Change	% Change
675 Insurance	42,260.20	0.00	42,260.20		42,260.20	0.00	42,260.20	
670 Total Taxes/Insurance	42,260.20	0.00	42,260.20		42,260.20	0.00	42,260.20	
671 Legal, Professional Fees								
6710 Legal/Attorney	109.00	367.00	-258.00	-70.3 %	109.00	367.00	-258.00	-70.3 %
6712 Lien Filing Fees	0.00	30.00	-30.00	-100.0 %	0.00	30.00	-30.00	-100.0 %
671 Total Legal, Professional Fees	109.00	397.00	-288.00	-72.5 %	109.00	397.00	-288.00	-72.5 %
676 Accounting Software								
6761 Software Rental	0.00	110.00	-110.00	-100.0 %	0.00	110.00	-110.00	-100.0 %
676 Other Accounting Software	180.00	0.00	180.00		180.00	0.00	180.00	
676 Total Accounting Software	180.00	110.00	70.00	63.6 %	180.00	110.00	70.00	63.6 %
700 Office / Adminstrative								
678 Bank Charges/Fees	5.00	0.00	5.00		5.00	0.00	5.00	
7000 Postage	0.00	40.00	-40.00	-100.0 %	0.00	40.00	-40.00	-100.0 %
7003 Office Supplies	320.24	36.67	283.57	773.3 %	320.24	36.67	283.57	773.3 %
700 Total Office / Adminstrative	325.24	76.67	248.57	324.2 %	325.24	76.67	248.57	324.2 %
5014 CAPITAL IMPROVEMENTS								
501406 Windows, Siding or Painting	15,076.48	4,000.00	11,076.48	276.9 %	15,076.48	4,000.00	11,076.48	276.9 %
5014 Other CAPITAL IMPROVEMENTS	8,048.06	0.00	8,048.06		8,048.06	0.00	8,048.06	
5014 Total CAPITAL IMPROVEMENTS	23,124.54	4,000.00	19,124.54	478.1 %	23,124.54	4,000.00	19,124.54	478.1 %
5102 Reserve Transfer	0.00	4,000.00	-4,000.00	-100.0 %	0.00	4,000.00	-4,000.00	-100.0 %
TOTAL EXPENSE	**89,464.92**	**24,267.02**	**65,197.90**	**268.7 %**	**89,464.92**	**24,267.02**	**65,197.90**	**268.7 %**
OTHER INCOME								
800 Unallocated Prepays	975.06	0.00	975.06		975.06	0.00	975.06	
TOTAL OTHER INCOME	**975.06**	**0.00**	**975.06**		**975.06**	**0.00**	**975.06**	
NET INCOME	**-41,864.42**	**13,276.32**	**-55,140.74**	**-415.3 %**	**-41,864.42**	**13,276.32**	**-55,140.74**	**-415.3 %**
NET INCOME SUMMARY								
Income	46,625.44	37,543.34	9,082.10	24.2 %	46,625.44	37,543.34	9,082.10	24.2 %
Expense	-89,464.92	-24,267.02	-65,197.90	268.7 %	-89,464.92	-24,267.02	-65,197.90	268.7 %
Other Income & Expense	975.06	0.00	975.06		975.06	0.00	975.06	
NET INCOME	**-41,864.42**	**13,276.32**	**-55,140.74**	**-415.3 %**	**-41,864.42**	**13,276.32**	**-55,140.74**	**-415.3 %**

Balance Sheet

All Properties

As of 03/31/21 (cash basis)

ASSETS	
Bank Account	
1013 Quail BOK op	40,850.37
1014 Quail BOK res	214,465.01
Total Bank Account	255,315.38
Accounts Receivable	
40011 Utility Reimbursement	-538.35
Total Accounts Receivable	-538.35
Other Current Asset	
1100 Undeposited Funds	6,064.10
2010 Pass-through	1.00
Total Other Current Asset	6,065.10
Fixed Asset	
1008 Buildings & Property	129.27
1009 Equipment & Machinery	1,829.29
1010 Office Equipment & Furnishings	1,491.38
Total Fixed Asset	3,449.94
TOTAL ASSETS	264,292.07
LIABILITIES & EQUITY	
Equity	
3000 Net Income	-25,067.94
3001 Retained Earnings	289,360.01
Total Equity	264,292.07
TOTAL LIABILITIES & EQUITY	264,292.07

Bank Reconciliation Report

Quail BOK op

Reconciled on: 03/31/21

Deposits

Date	Ref #	Details	Amount
02/27/21	D3610	Bank Deposit: Epay	215.73
03/01/21	D3609	Bank Deposit	4,352.69
03/02/21	D3611	Bank Deposit	3,763.86
03/03/21	D3612	Bank Deposit: Epay	231.11
03/03/21	D3613	Bank Deposit: Epay	170.00
03/03/21	D3614	Bank Deposit	215.73
03/03/21	D3615	Bank Deposit	868.50
03/04/21	D3616	Bank Deposit	3,784.53
03/04/21	D3617	Bank Deposit: Epay	704.58
03/04/21	D3618	Bank Deposit: Epay	215.73
03/05/21	D3619	Bank Deposit	215.73
03/05/21	D3620	Bank Deposit	1,539.54
03/06/21	D3623	Bank Deposit: Epay	4,360.21
03/06/21	D3624	Bank Deposit: Epay	439.25
03/08/21	D3622	Bank Deposit	2,610.72
03/09/21	D3625	Bank Deposit: Epay	215.73
03/09/21	D3626	Bank Deposit: Epay	231.11
03/10/21	D3627	Bank Deposit: Epay	722.95
03/10/21	D3628	Bank Deposit	2,742.48
03/11/21	D3629	Bank Deposit: Epay	585.90
03/12/21	D3630	Bank Deposit: Epay	231.11
03/17/21	D3631	Bank Deposit: Epay	928.33
03/17/21	D3633	Bank Deposit: ePay	1,862.20
03/18/21	D3632	Bank Deposit	6,297.20
03/18/21	D3634	Bank Deposit: ePay	167.71
03/22/21	D3635	Bank Deposit	3,041.15
03/23/21	D3644	Bank Deposit: Epay	403.12
03/24/21	D3638	Bank Deposit: ePay	446.84
03/24/21	D3645	Bank Deposit: Epay	426.46
03/24/21	D3646	Bank Deposit: Epay	231.11
03/30/21	D3637	Bank Deposit	4,020.88
			46,242.19

Payments

Date	Ref #	Details	Amount
02/24/21	3161	Oklahoma HOA Partner	2,456.62
03/02/21	N3608	Bank Deposit NSF (3/2/2021)	139.06
03/03/21	EFT	LCS	145.00
03/03/21	3162	Citty Paint and Remodeling	325.00
03/03/21	3163	HomeDepot	81.16
03/08/21	N3611	Bank Deposit NSF (3/8/2021)	235.00
03/08/21	N3611	Bank Deposit NSF (3/8/2021)	70.00
03/10/21	ACH	AT&T	134.65
03/10/21	3165	Oklahoma HOA Partner	525.00
03/10/21	3166	Britton Lumber	7,759.23
03/10/21	3167	HomeDepot	28.01
03/10/21	3168	Office Depot Credit Plan	73.20
03/10/21	3169	OG&E	900.12
03/12/21		bank of Oklahoma	5.00

Date	Ref #	Details	Amount
03/18/21	3171	HRES Maintenance & Make Ready	734.00
03/18/21	3172	Hampton Fire & Security Protection LLC	59.90
03/18/21	3173	HIS Paint	288.83
03/18/21	3174	Automatic Fire Control	146.86
03/18/21	3175	HomeDepot	51.27
03/24/21	3176	HRES Maintenance & Make Ready	1,363.25
03/24/21	3180	Oklahoma HOA Partner	2,325.00
03/24/21	EFT	City of Oklahoma City	473.71
03/24/21	EFT	City of Oklahoma City	871.91
03/24/21	EFT	City of Oklahoma City	327.47
03/24/21	EFT	City of Oklahoma City	430.34
03/24/21	EFT	City of Oklahoma City	313.71
03/24/21	EFT	City of Oklahoma City	336.49
03/24/21	EFT	City of Oklahoma City	403.80
03/24/21	EFT	City of Oklahoma City	511.01
03/24/21	EFT	City of Oklahoma City	796.83
03/24/21	EFT	City of Oklahoma City	395.01
03/24/21	EFT	City of Oklahoma City	403.48
03/24/21	EFT	City of Oklahoma City	403.21
03/24/21	EFT	City of Oklahoma City	270.89
03/24/21	EFT	City of Oklahoma City	430.66
03/24/21	EFT	City of Oklahoma City	828.88
03/24/21	EFT	City of Oklahoma City	426.83
03/24/21	EFT	City of Oklahoma City	427.74
03/24/21	EFT	City of Oklahoma City	269.92
03/24/21	EFT	City of Oklahoma City	261.49
03/24/21	EFT	City of Oklahoma City	295.31
03/24/21	EFT	City of Oklahoma City	327.87
03/24/21	EFT	City of Oklahoma City	499.99
03/29/21	N3635	Bank Deposit NSF (3/29/2021)	1,250.00
			28,802.71

Outstanding Payments

Date	Ref #	Details	Amount
02/24/21	ACH	AT&T	206.64
03/03/21	3164	Norton 360	247.04
03/03/21		Insurica	11,166.82
03/11/21	3170	Becky Cordova	92.85
03/22/21	ACH	Hampton Fire & Security Protection LLC	59.90
03/24/21	3178	Salas Tree Service LLC	3,400.00
03/24/21	3179	AT&T	182.17
03/31/21	3181	Britton Lumber	14,932.06
03/31/21	3182	Hampton Fire & Security Protection LLC	799.98
03/31/21	3183	HRES Maintenance & Make Ready	919.50
03/31/21	3184	Nash Cohenour Kelley & Giessmann, PC	109.00
03/31/21	3185	Oklahoma HOA Partner	1,050.00
03/31/21	3186	HIS Paint	144.42
03/31/21	3187	HomeDepot	351.87
03/31/21	3188	American Express	292.50
03/31/21	3189	Professional Insurors, LLC	30,653.38
03/31/21	3190	Travelers	440.00
03/31/21	3191	LCS	145.00
			65,193.13

Summary

Beginning Balance:	88,604.02
+ Selected Deposits (31)	46,242.19
- Selected Payments (44)	28,802.71
Ending Balance:	106,043.50
Goal:	106,043.50
Difference:	0.00

Reconciled Balance	106,043.50
+ Uncleared Deposits	0.00
- Outstanding Checks	65,193.13
Register Balance	40,850.37

Owner Bill Attachments

Owner: Quail Springs Condominiums Phase I

Paid between 03/01/21 and 03/31/21

Bill Date	Vendor	Invoice #	Memo	Amount	No. of Attachments
04/01/20	LCS			145.00	0
01/26/21	HRES Maintenance & Mai	12621-1411\		32.00	1
01/26/21	HRES Maintenance & Mai	12621-14321		32.00	1
01/26/21	HRES Maintenance & Mai	12621-14321		32.00	1
01/26/21	HRES Maintenance & Mai	12621-1440		128.00	1
01/26/21	HRES Maintenance & Mai	12621-1441		32.00	1
01/26/21	HRES Maintenance & Mai	12621-1442		32.00	1
01/26/21	HRES Maintenance & Mai	12621-1440		32.00	1
01/26/21	HRES Maintenance & Mai	12621-1430		32.00	1
01/26/21	HRES Maintenance & Mai	12621-1440		32.00	1
01/29/21	HRES Maintenance & Mai	12621-1440		32.00	1
02/04/21	Becky Cordova	7522742		92.85	1
02/06/21	Hampton Fire & Security F	feb21		59.90	0
02/09/21	HRES Maintenance & Mai	020921-143(		32.00	1
02/09/21	HRES Maintenance & Mai	020921-143(		30.00	1
02/09/21	HRES Maintenance & Mai	020921-143		32.00	1
02/09/21	HRES Maintenance & Mai	020921-144(		32.00	1
02/09/21	HRES Maintenance & Mai	020921-1441		32.00	1
02/09/21	HRES Maintenance & Mai	020921-1441		64.00	1
02/09/21	HRES Maintenance & Mai	020921-1441		32.00	1
02/09/21	HRES Maintenance & Mai	020921-144		32.00	1
02/09/21	HRES Maintenance & Mai	020921-144		32.00	1
02/15/21	AT&T	QSint021521	153787925-3	134.65	1
02/16/21	Oklahoma HOA Partner	21621-QSH-		525.00	1
02/21/21	Citty Paint and Remodelin	000656		325.00	1
02/22/21	HomeDepot	9614079	6035-3221-4965-9678	16.30	1
02/22/21	HomeDepot	9515020	6035-3221-4965-9678	31.26	1
02/23/21	HomeDepot	8524573	6035-3221-4965-9678	33.60	1
02/23/21	HRES Maintenance & Mai	22321-QSH-		75.00	1
02/23/21	HRES Maintenance & Mai	22321-1442		80.00	1
02/23/21	HRES Maintenance & Mai	22321-1430		32.00	1
02/23/21	HRES Maintenance & Mai	22321-1431		32.00	1
02/23/21	HRES Maintenance & Mai	22321-14311		81.25	1
02/23/21	HRES Maintenance & Mai	22321-1441		32.00	1
02/23/21	HRES Maintenance & Mai	22321-1441		25.00	1
02/23/21	HRES Maintenance & Mai	22321-1440		32.00	1
02/23/21	HRES Maintenance & Mai	22321-1442		25.00	1
02/23/21	HRES Maintenance & Mai	22321-14401		192.00	1
02/23/21	HRES Maintenance & Mai	22321-1430		32.00	1
02/23/21	HRES Maintenance & Mai	22321-QSH-		50.00	1
02/23/21	HRES Maintenance & Mai	22321-1442		50.00	1
02/24/21	Britton Lumber	2102-51143		282.37	1
02/25/21	Britton Lumber	2102-51152(		7476.86	1

02/26/21	Britton Lumber	2103-511608		217.70	1
02/27/21	HomeDepot	4620608	6035-3221-4965-9678	28.01	1
03/02/21	Norton 360	9487SOJN44		247.04	1
03/02/21	HRES Maintenance & Mai	30221-qsh-a		525.00	1
03/02/21	HRES Maintenance & Mai	30221-qsh-1		100.00	1
03/02/21	Britton Lumber	2103-511734		86.57	1
03/04/21	Office Depot	004286		73.20	1
03/04/21	Hampton Fire & Security F	523275		59.90	1
03/04/21	Britton Lumber	2103-511894		452.53	1
03/05/21	Insurica			11166.82	0
03/05/21	OG&E	14309ele022	EFT 250720214	30.99	1
03/05/21	OG&E	14421ele022	EFT 250720216	30.57	1
03/05/21	OG&E	14311ele022	EFT 250720219	33.00	1
03/05/21	OG&E	14305ele022	EFT 250720264	31.00	1
03/05/21	OG&E	14411ele022	EFT 250720296	37.61	1
03/05/21	OG&E	14323ele022	EFT 250720202	38.00	1
03/05/21	OG&E	14321ele022	EFT 250720541	33.00	1
03/05/21	OG&E	14417ele022	EFT 250720626	34.00	1
03/05/21	OG&E	14401ele022	EFT 250720591	34.00	1
03/05/21	OG&E	14307ele022	EFT 250720678	40.00	1
03/05/21	OG&E	14419ele022	EFT 250720680	34.69	1
03/05/21	OG&E	14415ele022	EFT 250720719	42.26	1
03/05/21	OG&E	14303ele022	EFT 250720720	31.00	1
03/05/21	OG&E	14425ele022	EFT 250720796	35.00	1
03/05/21	OG&E	14313ele022	EFT 250720801	131.00	1
03/05/21	OG&E	14423ele022	EFT 250720810	30.00	1
03/05/21	OG&E	14317ele022	EFT 250720773	34.00	1
03/05/21	OG&E	14409ele022	EFT 250720988	32.00	1
03/05/21	OG&E	14405ele022	EFT 250721055	34.00	1
03/05/21	OG&E	14407ele022	EFT 250721157	51.00	1
03/05/21	OG&E	14315ele022	EFT 250721113	37.00	1
03/05/21	OG&E	14403ele022	EFT 250721266	36.00	0
03/05/21	OG&E	14319ele022	EFT 250721271	30.00	1
03/05/21	City of Oklahoma City	qsh4321wat(		473.71	1
03/05/21	City of Oklahoma City	qsh14425wa		871.91	1
03/05/21	City of Oklahoma City	qsh14423wa		327.47	1
03/05/21	City of Oklahoma City	qsh14421wa		430.34	1
03/05/21	City of Oklahoma City	qsh14419wa		313.71	1
03/05/21	City of Oklahoma City	qs14417wat(		336.49	1
03/05/21	City of Oklahoma City	qsh14415wa		403.80	1
03/05/21	City of Oklahoma City	qsh14411wa		511.01	1
03/05/21	City of Oklahoma City	qsh14409wa		796.83	1
03/05/21	City of Oklahoma City	qsh14407wa		395.01	1
03/05/21	City of Oklahoma City	qsh14405wa		403.48	1
03/05/21	City of Oklahoma City	qsh14403wa		403.21	1
03/05/21	City of Oklahoma City	qsh14401wa		270.89	1
03/05/21	City of Oklahoma City	qsh14323wa		430.66	1
03/05/21	City of Oklahoma City	qsh14319wa		828.88	1
03/05/21	City of Oklahoma City	qsh14313wa		426.83	1

03/05/21	City of Oklahoma City	qsh14311wa		427.74	1
03/05/21	City of Oklahoma City	qsh14309wa		269.92	1
03/05/21	City of Oklahoma City	qsh14307wa		261.49	1
03/05/21	City of Oklahoma City	qsh14305wa		295.31	1
03/05/21	City of Oklahoma City	qsh14303wa		327.87	1
03/08/21	HIS Paint	460891	5555	288.83	1
03/08/21	Automatic Fire Control	QSfire03082		146.86	1
03/09/21	HomeDepot	4510638	6035-3221-4965-9678	51.27	1
03/09/21	Britton Lumber	2103-51205		51.75	1
03/09/21	Britton Lumber	2103-51205		528.13	1
03/09/21	Britton Lumber	2103-51206		21.64	1
03/09/21	Britton Lumber	2103-51211		14023.88	1
03/09/21	Hampton Fire & Security F	2566		799.98	1
03/09/21	HRES Maintenance & Mai	030921-144		32.00	1
03/09/21	HRES Maintenance & Mai	30921-1441		25.00	1
03/09/21	HRES Maintenance & Mai	30921-1441		12.50	1
03/09/21	HRES Maintenance & Mai	30921-14411		44.50	1
03/09/21	HRES Maintenance & Mai	30921-1440		12.50	1
03/09/21	HRES Maintenance & Mai	30921-1440		32.00	1
03/09/21	HRES Maintenance & Mai	30921-1440		50.00	1
03/09/21	HRES Maintenance & Mai	30921-1431		12.50	1
03/09/21	HRES Maintenance & Mai	30921-1431		32.00	1
03/09/21	HRES Maintenance & Mai	30921-1431		32.00	1
03/09/21	HRES Maintenance & Mai	30921-14311		12.50	1
03/09/21	HRES Maintenance & Mai	30921-1430		32.00	1
03/09/21	HRES Maintenance & Mai	30921-qsh-g		37.50	1
03/09/21	HRES Maintenance & Mai	30921-groun		25.00	1
03/09/21	HRES Maintenance & Mai	30921-groun		50.00	1
03/09/21	HRES Maintenance & Mai	30921-1442		57.00	1
03/12/21	Salas Tree Service LLC	qsh2194		3400.00	1
03/12/21	bank of Oklahoma	BANK FEE N		5.00	0
03/14/21	AT&T	qshATT0314	153787925-3	182.17	1
03/15/21	Nash Cohenour Kelley & (	58910		109.00	1
03/16/21	HRES Maintenance & Mai	31621-1431		100.00	1
03/16/21	HRES Maintenance & Mai	31621-groun		37.50	1
03/16/21	Oklahoma HOA Partner	31621-admir		525.00	1
03/17/21	Britton Lumber	2103-51250		1261.14	1
03/18/21	Oklahoma HOA Partner	Feb21MGMT		2325.00	0
03/19/21	HIS Paint	461246	5555	144.42	1
03/23/21	Oklahoma HOA Partner	32321-qsh-a		525.00	1
03/23/21	HRES Maintenance & Mai	32321-1442		32.00	1
03/23/21	HRES Maintenance & Mai	32321-1430		69.50	1
03/23/21	HRES Maintenance & Mai	32321-1442		69.50	1
03/23/21	HRES Maintenance & Mai	32321-1430		32.00	1
03/23/21	HRES Maintenance & Mai	32321-groun		80.00	1
03/24/21	HomeDepot	9974620	6035-3221-4965-9678	44.54	1
03/24/21	HomeDepot	9974617	6035-3221-4965-9678	24.57	1
03/24/21	City of Oklahoma City	14317wat03(		499.99	1
03/25/21	HomeDepot	8974657	6035-3221-4965-9678	120.61	1

03/26/21	HomeDepot	7623461	6035-3221-4965-9678	119.81	1
03/26/21	HomeDepot	7610297	6035-3221-4965-9678	42.34	1
03/27/21	American Express	18185185		292.50	1
03/31/21	Insurica	qsh1ins2021		30653.38	1
03/31/21	Travelers	qsh-crimeins		440.00	1
03/31/21	LCS	904587		145.00	1

Aged Receivables (Charge Summary)

Current members as of 03/31/21

Type	Description	0-30	31-60	61-90	91+	Total
NSFFEE	Non-Sufficient Funds Fee	135.00	0.00	0.00	20.00	155.00
LC	Late Charge	208.65	210.37	159.70	619.32	1,198.04
SP	Special Assessment	0.00	0.00	0.00	13.21	13.21
DC	Dues Charge	5,053.78	2,539.39	1,537.04	4,130.80	13,261.01
LG	Legal Fees	109.00	0.00	64.00	264.00	437.00
PP	Payment Plan	268.89	0.00	0.00	0.00	268.89
CL	Closing Letter	50.00	0.00	0.00	0.00	50.00
LegRem	Legal Reimbursement	0.00	0.00	0.00	758.32	758.32
		5,825.32	2,749.76	1,760.74	5,805.65	16,141.47

Move In / Move Out

All Properties

Date Range: 03/01/21 - 03/31/21

Move In

Member Name	Acc	Unit	Unit Type	Address	Lease Start	Lease End	Move In	Move Out
3 Building 14307								
Blake Fetty	430	3E	111	14307 N Pennsylvania A\			3/25/21	
Total move ins in property		1						

Move Out

Member Name	Acc	Unit	Unit Type	Address	Lease Start	Lease End	Move In	Move Out	Exp. Move Out
3 Building 14307									
Kelly Walton-Krause	21	3E	111	2924 Cornwall Pl	1/1/99		1/1/99	3/23/21	
Total move outs in property		1							

Report Summary

Detail	Value
Date Range	3/1/21 - 3/31/21
Days In Range	31
Move Ins	1
Move Outs	1
Net Change in Occupancy	0
Total Move Ins / Move Outs	2

Occupancy Reconciliation

Detail	Value
Occupancy on 2/28/21	216
Move Ins from 3/1/21 to 3/31/21	+ 1
Move Outs from 3/1/21 to 3/31/21	- 1
Move Outs on 2/28/21	- 0
Move Outs on 3/31/21	+ 0
Occupancy on 3/31/21	216

Legacy

The bid for you is broken down into 4 sections based on location from the office. Bid is for removal and replacement sections of parking lot I marked for repair.

Northwest - 1,797 sq ft
Southwest - 3,426 sq ft
Northeast - 2,927 sq ft
Southeast - 808 sq ft
For a total of 8,958 sq ft.

8,958 sq ft of concrete @ 8.50 a sq ft = $76,143. I pay for everything. All material, haul offs and new concrete

I will need a down payment of 25% ($19,035) and the balance will be broke down into 4 equal payments at the completion of each section. Before the start of the next section.

The work will include saw cutting and breaking out marked sections and hauling broken concrete away. Filling any sections where dirt has settled to allow consistent placement of new concrete of around 5 to 5 1/2 inches thick of 3500 psi concrete. I will also attach steel rebar dowels into existing concrete for added strength.

We will complete one section at a time before moving to another. This will help minimize interference with residents as much as possible. A couple of areas in 1 section will completely block access of the residents parking spots. I will get those parts done as quickly as possible to allow residents access to their parking spots asap. We will set traffic cones and caution tape around areas of construction. Please allow 3 days for the concrete to cure before anyone can drive across new concrete. Also 5-7 days before anyone can park on new concrete.

We will work with you and your team to make this as smooth and fast as possible.

Estimate #1863

Billing Address
Quail Springs Condominiums
14413 North Pennsylvania Avenue
Oklahoma City OK 73134
United States
manager@qshoa.com
405-520-8246

Contact: Sheila
405-520-8246

Service Address
Quail Springs Condominiums
14413 North Pennsylvania Avenue
Oklahoma City OK 73134
United States
manager@qshoa.com
405-520-8246

Contact: Sheila
405-520-8246

Send Payment To
Armor Asphalt
2916 NE 36th Street
Oklahoma City Oklahoma
73111 United States
(405) 655-4494
finance@armorokc.com

Date	03/20/18
Total	$324,963.14
Payments	$0.00
Balance	$324,963.14

Charges

Item	Description	Unit Cost	Tax	Quantity	Line Total
Asphalt Maintenance:Crack Sealing:Crack Sealing	1. Cleaning out cracks wider than 1/8th inch and smaller than 2 inches in width with brooms, grazer, and high pressure blowers. 2. Installing hot pour crack sealant in all cracks wider than 1/8th inch and smaller than 2 inches in width, excluding fatigue cracks (Alligator/Web Cracks) 3. Applying Detach as needed to reduce surface adhesion and allow traffic access earlier.	$0.050		287578.0	$14,378.90
Asphalt Installation:Overlay:2 inch Mill and Overlay	1. Edge milling around entrances and sidewalks 2. Removing millings from area to be paved. 3. Applying tack coat 4. Installing 2 inches of compacted hot mix asphalt. 5. Removing all debris associated with work performed.	$1.050		287578.0	$301,956.90
Striping:Layout	Layout of striping design	$0.030		287578.0	$8,627.34

Subtotal	$324,963.14
Tax	$0.00
Total	**$324,963.14**

Notes

Terms

Terms & Agreement - 1) Any express performance warranty provided in this Proposal shall be waived in the event Customer, either verbally or in writing, directs Contractor to place its paving materials over a subgrade or a subbase the condition of which Contractor has advised Customer is unacceptable. 2) Contractor will not be liable for delays caused by labor disturbances, weather conditions, acts of God, acts of governmental agencies, accidents, shortages of necessary materials and supplies, or any other cause beyond our control. 3) Extra work not included in this Proposal will be performed at the direction of the Customer or his authorized representative. Customer shall promptly issue an appropriate written change order to cover the authorized work. 4) PAYMENT IS DUE UPON CUSTOMER'S RECEIPT OF INVOICES issued. 5) Contractor is not responsible for any type of vegetation growth or low lying pools of water or hairline cracks. 6) There is a 1 year warranty on material and labor.

Additional Notes

Date	Name	Note

HOWARD'S PAVING

Randy Robertson
OKC OK 73173
(405) 692-5465
Fax (405) 692-5466
randy@howardspaving.com

FROM: Howard's Excavating & Paving
14000 S. Meridian Ave.
OKC OK, 73173
PHONE: 405-692-5465

PROPOSAL SUBMITTED TO:
Sheila
PHONE: 405-520-8246 Office
manager@qshoa.com

JOB NAME: Quail Springs Condos
ADDRESS: 14413 N. Penn
City/State/Zip: OKC OK

We hereby submit specifications and estimates for:

Estimate: Remove and Replace Concrete approx 5700 SF (Worst Areas approx 14-16 areas)

1. Saw cut and remove approx 5700 SF of failed concrete.

2. Compact existing sub-grade to prepare for concrete.

3. Form and pour 5" of 3500 PSI concrete and finish.

4. **Total Cost Estimate: $54150.00 ($9.50 per SF)**

Price doesn't include staking, bonds, permits, inspection fees, dewatering, rock removal or testing unless otherwise indicated.

Note: It is highly recommended 60 to 180 days after new asphalt has been put down that it be seal coated. This seals the top of your asphalt to help prevent water from getting under it, which is the primary cause of premature failure. Seal Coat also contains a sand additive to ensure better traction and durability.

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sum of **fifty four thousand one hundred fifty** dollars (**$54150.00**) with payment made as follows. **Full payment is due at time of job completion. Workmen's comp and liability Ins. certificates issued upon request.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal subject to acceptance within **30 days** and is void thereafter at the option of the under signed. **Asphalt pricing changes with the oil market therefore this pricing is subject to change with the market. Any price increases or decreases will be passed on to the consumer. Current pricing expires N/A.**

Authorized Signature________________________

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do work as specified. Payments will be made. I understand and accept the fluctuating asphalt pricing.

ACCEPTED: __________________________Signature__________________________

Date: _____________________ Signature___________________________