

Westhollow Villa Townhomes Board of Directors Annual Report

June 2018-May 2019

Actions & Accomplishments:

- ✔ Community Gate codes updated as of June 18, 2019
- ✔ National Night Out Gathering held on Tuesday, October 2nd - raffle prizes donated by our vendors
- ✔ Initiated Reserve Study of Westhollow – community will be notified of results when completed
- ✔ New pool chaise chairs purchased to replace old/damaged chairs
- ✔ Front pool (Westhollow) decking was pressure washed and resurfaced
- ✔ Back pool (Panagard) was pressure washed and expansion joints replaced – security gate/fence added
- ✔ Restrooms in both pool areas were painted and antiquated light fixtures replaced for better illumination
- ✔ Updates to community webpage - <http://www.mas capi.com/westhollow-villa-townhomes>
- ✔ Issue free 2017 tax audit completed
 - If you want a copy of the 2017 tax audit make sure to contact MASC Austin Properties, Inc. to have a copy made for you
 - 2018 tax audit sent to CPA
- ✔ Pressure washing all structures and concrete where needed around the property
- ✔ Spring cleanout of roofs & gutters
- ✔ Roof replacements – two buildings are done each year through a scheduled rotation
- ✔ Replace patio fences - Estimated 46 fences will be replaced this year
- ✔ Concrete repairs - Driveway redone between Courtyards “L” & “M” - completed in April
- ✔ Electrical updates & repairs
 - Garage light replacements for outdated/broken lights.
- ✔ Collections – Approximately **\$81,135.85*** collected this year in old monies owed.
Total amount collected is based on attorney collections, “In-House” payment agreements, home sales, and reminder letters sent from MASC Austin Properties, Inc.*
- ✔ Plumbing & drain repairs
 - Collection boxes and sump pumps added where needed
 - Driveway drains setup on a quarterly cleaning schedule
 - Weekly and daily cleaning of all drains in the courtyards performed by our Porter and Green Earth Lawn Maintenance
- ✔ Spring community garage sale on May 4th
- ✔ Community trees were trimmed in the fall
 - Residents were offered the opportunity to get their personal trees trimmed at a reduced rate.
- ✔ Community property walks
 - Board of Director Members, Austin Properties, and JRD Construction walked the entire property to review specific issues on multiple occasions. Key to addressing current issues and future planning.
- ✔ Landscape upgrades –
 - Rye grass was planted to enhance the property last fall.
 - Additional color added seasonally to front entrance and the corner of Panagard and Hollowgreen.

Maintenance Programs:

- Roof Replacement
- Patio Fence Replacement
- Building Painting
- Collections
- Termite, Mosquito, & Roach Exterminating
- Critter Trap and Removal
- Pool Upkeep

Upcoming Projects and Goals:

- Re-sodding the front pet park
- Fund reserve accounts for future capital expenses
- Landscaper and Irrigator addressing soil erosion and exposed pipes late June
- Address areas with mortar crumbling on buildings and divider walls
- Concrete repairs to sidewalks and driveways

Reminders:

- ❖ ACC approval is required for changing out windows and doors, as well as the installation of satellite dishes and security cameras.
Cameras, much like satellite dishes, must be properly installed. Any resident installing a camera into the roof or hardiplank will be responsible and libel for any damage done to the structure. As this action may also violate associated warranties, further damages may be charged back to the Homeowner.
- ❖ Pet waste is an ongoing issue around the property. There are four poop bag and disposal stations located in common areas. While the Porter does clean up deposits while making property rounds, it is the **PET OWNERS RESPONSIBILITY** to clean up behind their pets.