

## Westfield Village Homeowners Association



**2023 Annual Meeting  
Tuesday, February 21, 2023  
7:00 p.m.**

**CS Fire Department #3  
1900 Barron Road  
College Station, Texas**

### **Agenda Items Include**

- **Neighborhood Updates**
- **Financial Report**
- **Officer Elections**

### **NEIGHBORHOOD TRAFFIC**

**When driving in the subdivision, please be observant, watch your speeds and slow down. We have several families with kids playing outside, people walking dogs, people walking and/or jogging through the neighborhood.**

3515-B Longmire, PMB 246  
College Station, Texas  
[www.westfieldvillage.org](http://www.westfieldvillage.org)

### **Dear Westfield Village Homeowners:**

Howdy from your Westfield Village HOA Board. This letter will provide you with some neighborhood information and updates.

Welcome to all our new homeowners. We are happy you have chosen to live in Westfield Village and look forward to having you as a part of our neighborhood.

Whether you are living in the neighborhood or renting your home as an investment property, we would like to remind you that this is a deed restricted neighborhood with covenants and restrictions to protect the character and values of our neighborhood.

Attached is the Westfield Village HOA Neighborhood Integrity Flyer.

### **2023 Westfield Village HOA Annual Meeting**

As an owner in Westfield Village, you are invited to the 2023 Annual HOA Meeting on Tuesday, February 21, 2023, at 7:00 p.m. in the conference room at College Station Fire Department #3 located at 1900 Barron Road, College Station, Texas.

This is your time to gain up-to-date knowledge of the current and future HOA business and the best opportunity to participate in the decision-making process that is relevant to maintaining our neighborhood. There will be an election of officers and approval of the 2023-2024 budget.

If you are interested in serving on the HOA Board or on a committee, please email [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com) prior to the meeting.

The proposed 2023-2024 Budget is included in this mailout for your review and approval. If you are unable to attend, please complete the proxy and either mail back with your HOA dues, give to an HOA Officer or email to [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com) prior to the meeting.

### **2023 Annual Westfield Village HOA Dues**

The Yearly Homeowner Association Dues for 2023 will remain at \$150.00 per year and will be due by March 1, 2023. A \$25.00 late fee will be added after this date. The HOA accepts credit card/debit card payments through our website. Please contact our treasurer, Heather Humphrey at [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com) if you would like to arrange a payment plan or if you are interested in receiving your invoices by email. A financial report and budget are attached for your review and will be presented at the HOA meeting.

### **Neighborhood Issues and Enforcement**

As with all neighborhoods, we have our share of challenges. We thank everyone for taking care of the tagged violations in a prompt manner to keep up the neighborhood integrity. Ongoing issues in the neighborhood include overgrown yards, weeds, trash, trailers, boats in driveways, fence issues, unapproved improvements owner communications on neighborhood restrictions with renters, speeding and parking challenges. If you are a homeowner that rents your property, please provide your renters a copy of the neighborhood integrity informational flyer. Owners are responsible for any fines imposed as result their renters failure to maintain the owned property.

## **2022 National Night Out**

In October, the HOA held its annual National Night-Out Party at the Westfield Village Archway Common Area with much success and a great turnout. Neighbors were able to get out on a beautiful evening and visit with the HOA Board, Neighbors, Members of City Council, Police Officers, Code Enforcement and Fire Department Personnel. There was a bounce house for the kids along with plenty of sandwiches and cookies from Fire House Subs. Thank you for everyone who came out, we look forward to this year. Save the date - October 3, 2023.

## **Architecture Report**

A friendly reminder that **any outside improvements/additions** need to be approved by the HOA to make sure they are in compliance with homeowner deed restrictions. Items that need approval include but not limited to installation of pergolas painting outside of houses, storage sheds, and expansion of driveways.

## **Landscaping and Irrigation**

The landscaping in the subdivision is maintained on a schedule which includes mowing, trimming, and edging all the common areas and maintaining the sidewalk and entry planters as well as clearing the retention pond, creek areas and trimming trees. All known issues with broken sprinkler lines and broken sprinkler heads have been repaired. Our irrigation systems are fully operational. If you see any concerns with the landscaping, water leaking from a sprinkler head or just a large amount of water where it should not, please contact one of the board members as soon as possible.

## **Fence Repair Concerns**

We have received several calls and emails about fence ownership between neighbors. The standard protocol is the fence posts are set on the owner's property, however, when fences are installed by builders this is not always the case. Buyers sometimes ask to have the front of the fence facing their backyard, so they don't see the side with the posts. Since both property owners benefit from the privacy fence, we recommend that neighbors work together and share the expense of the repairs.

## **Criminal Activity**

As a friendly reminder, always lock your vehicles, remove valuable items from the inside of your vehicles or put them out of view. Do not leave valuable items in the bed of your truck, park in lighted areas, turn on your driveway security lights and if possible, activate your car alarm. Do not leave your garage doors open for long periods of time unattended as this is an open invitation for unwanted guests to potentially attempt to gain entry to your house or walk off with your personal stuff in the garage. While we know this will not stop all the criminal activity it will help discourage some. If you observe anything out of the ordinary or suspicious, please write down as much information about the vehicle (i.e. make, color, license plate) and description of individuals and contact the College Station Police Department at 979.764.3600 immediately.

## **Solicitors**

City of College Station City Ordinance requires that all solicitors and advertising door hangers have a permit to do business in the City of College Station. If you have contact with a solicitor, ask to see their City of College Station permit. The seal on the permit should be in color and not a copy for a company. Each individual should be permitted. If they refuse to show you a permit or if they are overly aggressive, please contact the CS Police Department at 979.764.3600. It is helpful if you can provide a description of the solicitor (including clothing), direction of travel and a license plate if they are in a vehicle.

## **Rental Property Registration**

City of College Station rental registration ordinance requires that all owners of rental properties be registered through the City. The registration process helps prevent problems and improves communications among the neighborhood and property owners in case of health, safety or code violations. A copy of the Rental Registration Brochure is available on the HOA website.

If you have any questions or wish to discuss any concerns, please feel free to email your HOA Board at [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com)

***Thank you from your Westfield Village HOA Board***

***Billy Hart-President, Terry Rand-Vice President, Heather Humphrey-Treasurer, Chastity Lamb-Secretary***

## Westfield Village Homeowners Association 2022 Financial Report and 2023 Budget

	2022		2023	
<b>Annual Assessment Level:</b>	\$150		\$150	
	Budgeted	Actual	Budgeted	Actual
<b>INCOME</b>				
Association Assessments				
Carry Over Balance	\$ 20,930.00	\$ 20,930.00	\$ 19,399.00	
Assessments (310 Lots X Annual Fee)	\$ 46,500.00	\$ 39,300.00	\$ 46,500.00	
Less Bad Debt: (31 Lots X Annual Fee)*Budget Item	\$ (4,650.00)		\$ (4,650.00)	
<b>Total Asset Income</b>	<b>\$ 62,780.00</b>	<b>\$ 60,230.00</b>	<b>\$ 61,249.00</b>	
Other Association Income				
Transfer from Savings				
Late Fees	\$ 775.00	\$ 4,200.00	\$ 775.00	
Fines	\$ 200.00	\$ -	\$ 200.00	
Transfer Fees	\$ 1,000.00	\$ 2,125.00	\$ 1,000.00	
Prior Bad Debt Collection	\$ 6,227.00	\$ 6,490.00	\$ 8,233.00	*****
Interest Paid at an annual yield .20%		\$ 19.00		
<b>Total Association Income</b>	<b>\$ 70,982.00</b>	<b>\$ 73,064.00</b>	<b>\$ 71,457.00</b>	
<b>EXPENSES</b>				
Landscaping Contract	\$ 38,000.00	\$ 34,675.00	\$ 41,400.00	
Administrative/Legal Fees	\$ 3,000.00	\$ 2,770.00	\$ 3,500.00	
Taxes	\$ 25.00	\$ 24.00	\$ 25.00	
College Station Utilities	\$ 5,000.00	\$ 2,451.00	\$ 4,500.00	
PO Box Rental	\$ 220.00	\$ 220.00	\$ 220.00	
Website		\$ 192.00	\$ 200.00	
Irrigation Repairs and Maintenance	\$ 3,500.00	\$ 4,695.00	\$ 6,000.00	
Light Repairs and Maintenance	\$ 1,500.00	\$ -	\$ 1,500.00	
Social (National Night Out & Winter Wonderland)	\$ 1,000.00	\$ 638.00	\$ 1,500.00	
Subdivision Redevelopment Reserves	\$ 2,500.00	\$ -	\$ 2,500.00	
Savings Account (Opened 1/9/2014)	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
<b>Total Expenses</b>	<b>\$ 62,745.00</b>	<b>\$ 53,665.00</b>	<b>\$ 69,345.00</b>	
<b>Net Operation Income=</b>	<b>\$ 8,237.00</b>	<b>\$ 19,399.00</b>	<b>\$ 2,112.00</b>	
Reserve Savings Account (Opened 1/9/2014)	\$ 11,054.00	\$ 11,055.00	\$ 19,055.00	

**Notes to Proposed Budget:**

\*\*\*\* \$16,465.00 Prior Bad Debt In Collection.

\*\*\*\*\$ 8,233.00 = 50% Collection Rate for Budget Purposes.

262 Houses Collected = 84.52% Collection Rate

2022 Prior Bad Debt	\$ 16,465.00
2021 Prior Bad Debt	\$ 12,454.00
2020 Prior Bad Debt	\$ 17,096.00
2019 Prior Bad Debt	\$ 26,048.53

# **2023 - WESTFIELD VILLAGE HOA MAIL-IN BALLOT AND PROXY**

You will vote on **TWO** issues. The first is the ELECTION FOR THE 2023-2024 HOMEOWNERS ASSOCIATION BOARD. The second is the PROPOSED 2023-2024 Budget.

Only ONE vote may be cast from each homeowner (lot) for each issue.

You may cast your vote EITHER,

1. In Person at Annual HOA Meeting on February 21, 2023; or
2. Before the Annual Meeting, complete and sign the Mail in Ballot or the Proxy Below and Return to the HOA via email at [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com) or by mail to 3515-B Longmire, PMB 246, College Station, Texas 77845

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## **ELECTION FOR WESTFIELD VILLAGE HOA BOARD One Year Term for HOA Board Position for 2023-2024 Please check four positions**

- |                          |                              |                  |                  |
|--------------------------|------------------------------|------------------|------------------|
| <input type="checkbox"/> | Board of Directors Candidate | Billy Hart       | (President)      |
| <input type="checkbox"/> | Board of Directors Candidate | Terry Rand       | (Vice-President) |
| <input type="checkbox"/> | Board of Directors Candidate | Heather Humphrey | (Treasurer)      |
| <input type="checkbox"/> | Board of Directors Candidate | Chastity Lamb    | (Secretary)      |
| <input type="checkbox"/> | Write In                     | _____            |                  |
| <input type="checkbox"/> | Write In                     | _____            |                  |
| <input type="checkbox"/> | Write In                     | _____            |                  |

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## **PROPOSED 2023-2024 BUDGET**

Check Yes or No

- Yes  
 No

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### **Absentee Ballot**

I certify and declare that I am an owner in the Westfield Village Homeowners in good standing who is authorized to cast a ballot in this election and am doing so in accordance with the Westfield Village Bylaws and Declaration.

Address: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

### **Proxy:**

**If assigning your Proxy do not enter mark the Absentee Ballots.** I hereby assign my vote to \_\_\_\_\_, as my true and lawful proxy, to vote or present my interest, in my place and stead, as though I was present at the Westfield Village HOA Annual Meeting on February 21, 2023, at 7:00 p.m. My proxy is executed for the Annual Meeting to establish a quorum as well as to authorize the proxy holder to cast my vote as he/she sees fit on my behalf.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

# Westfield Village Homeowners Assoc.(WVHOA)

3515-B Longmire, PMB 246 | College Station, Texas 77845 | [www.westfieldvillage.org](http://www.westfieldvillage.org)

Email: [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com)

## ~ NEIGHBORHOOD INTEGRITY~

Westfield Village is only as good as its homeowners and residents. We all want to have a neighborhood that is friendly, clean and welcoming to friends and family, as well as maintaining property values. Please make sure if you are renting your home, that your renters are fully aware of the covenants and restrictions of the neighborhood as well as awareness of the City of College Station Code of Ordinances. These covenants and restrictions are in place to protect the character of the neighborhood and we would like to remind everyone of a few things that are found to be in violation from time to time:

- All yard equipment, gas grills, barbeque pits, boats, pools, play equipment, ladders, bikes, etc. must be kept behind a fence screened from public view from the street.
- No boats, jet skis, motor homes, large trucks, service trucks/vans, trailers, RV's, inoperable vehicles etc. are to be parked at your home or in front of your home for any period longer than 72 hours.
- Yards and landscape must be kept cut, weeded and edged in a matter consistent with a well maintained neighborhood. All clippings should be cleaned up and not left on the street.
- Dogs need to be contained within your yard area unless they are on a leash. Please clean up after your pet. There has been an increase in unwelcomed dog waste in homeowners' front yards and in the common areas. Please be respectful of your neighbors and neighborhood.
- Improvements or additions to your home need to be approved by the WVHOA prior to construction to be sure they comply with deed restrictions.
- Garbage\Recycle containers must be removed from the curb within one day after trash pickup
- No Parking on any common grass areas or yards at any time. No inoperable cars are to be parked at your house for more than a 72 hour period.
- All non-licensed/not street legal ATV's or non-licensed/ not street legal motorcycles are prohibited from driving on city streets or in the neighborhood including all common areas and retention pond. You will be ticketed by CSPD if you are caught.
- If you have a party, please be respectful of your neighbors with the noise and number of visitors. Too much noise and the police will come join your party.
- Renters – you are as responsible to comply with the deed restrictions as is the owner of the home. Any violations committed by the renter will be reported to the owners. No more than 4 unrelated people are allowed to live in one house.

If you have any questions or suggestions for the betterment of our subdivision, send us an email at [westfieldvillagehoa@gmail.com](mailto:westfieldvillagehoa@gmail.com). We want to thank each of you for being good neighbors.

Thanks,  
Westfield Village HOA Board  
Billy Hart – President, Terry Rand – VP,  
Heather Humphrey – Treasurer and Chastity Lamb – Secretary