

# Fox Run Condominium Owners Association

May 2018 Newsletter

Web-site: [foxruncondos.net](http://foxruncondos.net)

## Letter from the HOA President

Howdy ...Fox Run Owners

It has been a while since we have sent out a newsletter. Please don't think the silence has meant no progress. **Quite the opposite.** The board has been very busy on maintaining our property and upgrading a few items a well. Please see below for some updates.

**Speed Bumps** ...a speed bump was installed just across from the bus stop as a trial last year. We want to make sure that both residents and guests are mindful of the people crossing at this point. The installation has held up well and has helped slow traffic as well. Three more spots will be finished up over the coming month. These installations will be placed at the halfway point along each long stretch of paving on the four sides of the property.

**Cameras** ...High resolution cameras have been placed around the property to help ensure safety for all of our residents. These cameras are connected to a digital video recorder that is capable of storing images for 30 days. We have also had incidents where gates were taken off the tracks and damaged costing the HOA thousands in repairs. Additionally, there has been an increase in the number of people taking their dogs into the pool. This too, results in increased maintenance fees. While these cameras may not capture all incidents, should you experience an accident or know of one, please contact the Equity office so files may be reviewed. We want to make our property a safe place for everyone.

**New Gate Readers** ...By now, everyone should have received a new gate card. Our old system had seen better days and many of the remotes were just not functioning. For this reason, the board elected to replace the aging system with one that utilizes cards and a card reader. You should simply hold the card up while inside your vehicle and the reader will automatically open the gate.

**Water Meter Tags** ...Many of our units sit idle during winter or summer months. We have suggested that if your unit is going to be empty for an extended period of time that you shut off the water to the unit. While this is easily accomplished by simply turning off the valve in the meter box located just outside each building, it has been difficult for some to locate their particular valve. To simplify this process, we are in the process of installing meter tags on each valve. These will be metal tags with the unit number clearly identified. The meter may be turned off by turning the valve 90 degrees. This will require a crescent wrench or similar tool.

**Board Positions are Available** ...We would love to have you help serve on our board. We meet the second Saturday of each month at 10 a.m. Many of these meeting are via conference call when the agenda is lighter. The meeting generally last no more than two hours. This is where decisions are made concerning the upkeep and improvements to our property.

Thank you  
Mark Dunn  
HOA President

## Other Foxrun HOA Updates

### **Meeting Notice**

The Fox Run Condominium Association Board of Directors meet either by conference or the second Saturday of each month. **All meetings** are open to unit owners of Fox Run Condominiums.

### **Holiday / Summer time Reminders**

If your unit is going to be unoccupied ... please consider the following:

- Stop your newspaper deliveries
- Arrange to stop or forward your mail
- Light timers will make the unit look occupied
- **Turn off the water supplies in your unit**  
**In the past year we have had 2 water leaks that have caused substantial damage**
- Turn off the hot water heater

The HOA Board of Directors suggest that if your unit is vacant, or will be unoccupied for a long period, you take steps to minimize the possibility of a water loss. **For example**, consider turning the water shut-off valves for the sinks, toilets & washer to the "turned off" position. **Also**, if you suspect a possible leak, such as running toilet, please call a plumber to have it checked and repaired. **In addition**, if you hear water running in a neighboring unit that seems more than normal use, please check with your neighbors.

### **Fox Run Insurance**

"The Fox Run Condominium Owners Association (FRHOA) provides insurance protection for the common area of the association's property as defined within the association's documents. The association's governing **documents exclude** each individual owner/occupant's unit contents from being covered by the association's common area property policy. The deductible for claims under the common area policy is **\$10,000**. There may also be certain items such as betterments or improvements that are not covered by the common area policy. The board suggests that each unit owner occupant contact their own insurance provider for a "HOB-CON" policy. This would cover their personal property as well as loss assessment for any loss deductible that the owner may be responsible for. This policy would also cover the owner/occupant's for certain personal liability exposure. If you are an owner but not an occupant or you are a tenant, you have different insurance needs and you should discuss this with your insurance provider."

Again, please note the Fox Run insurance policy deductible is **\$10,000**. If your unit suffers a loss, the

first **\$10,000** is your responsibility. A Condo Owners policy could be a wise investment.

### **Security**

If you have any security concerns, please call the College Station **Police Department**. This includes your personal safety concerns, but also if you are aware of any vandalism, fights, or property theft anywhere on our property. If there is a **disturbance** on the property, or if you observe suspicious behavior or someone that does not belong at Fox Run (**i.e., trespassing**) please call the College Station police. **(979) 764-3600, or 911 for an emergency**

### **Volley Ball court and Pool**

All guests need to be accompanied by an owner at the pool or volleyball court.

### **Bicycles**

Residents are asked to please park bicycles at the bike racks and not lean bicycles against the buildings.

### **Patios, Balconies & Front Door Ways**

Only appropriate 'Patio Furniture' and plants may be left on a patio or balcony. **All other** items, such as desk chairs, rabbits, mops, coolers, kegs, barrels, trash, bags of dirt, tires, etc. must be removed. If it's not patio furniture or a plant, remove it. **Absolutely no** grills or items related to grills, like charcoal or Charcoal-lighter fluid, are allowed on the premises.

### **Satellite Dishes**

Satellite Dishes **may not** be installed on any portion of the common areas including the roofs. Please refer to section **2.9** of the Use and Occupancy restrictions which state that "nothing shall be altered or constructed in or removed from the common elements, except by written consent of the Association."

### **HOA Management Contact Information**

#### **Equity Real Estate Management: (979) 696-4464**

Please see the Fox Run web site for information on meetings, documents, and announcements.

**Web-site ...**<http://www.foxruncondos.net>

**Condo Doc's can found on web-site**

Please remember to **include your unit number** on your check and make the check payable to Fox Run Condo Owners Association.

**Email ...** [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

**Please do not hesitate to call**

### **Dryer Vents**

Make sure you **clean** your dryer lint trap after every load. This keeps the dryer running efficiently, which saves you money and reduces the chance of a fire. Also, check the vent on the exterior of your unit for any buildup of lint.

### **Signs**

No signs may be posted anywhere within the complex (such as on a unit window) other than those authorized by the HOA. **This includes** sales or leasing signs, election/political signs, or any other signs.

### **"Pooper Scooper" Stations**

Dog owners PLEASE be considerate of others and **"scoop the poop"** after your dog. The bags are there for you, so no more excuses!

Dog owners are **required** to pick up dog feces. There are areas of the property where the smell from dog feces has become unbearable. While our landscaping contractor attempts to control this problem, they are not onsite daily. **We believe** it will ultimately be necessary to hire a daily pooper scooping service to

pick up after inconsiderate dog owners. This cost will be borne by all condo owners as there is no practical way to identify which residents are causing this intolerable problem. **Please consider** the inconvenience to all residents when leasing rooms to dog owners. If you would like to report violations of this rule, please notify Equity real estate at 979-696-4464 or email; [hoa@equitybcs.com](mailto:hoa@equitybcs.com).

**Also College Station has a leash law;** there have been several complaints about loose dogs. **Residents** may call Animal Control to report an unleashed dog. Phone # (979) 764-3600.

#### **BBQ Grills**

**Absolutely No BBQ Grills** or items related to grills, like lighter fluid, are allowed on the premises. The Fire Department will issue citations and fines for BBQ grills on any patio or balcony. **Violators are also subject** to fines from the FRHOA as it is also a violation of the Fox Run Rules and Regulations. **The Association** has installed a BBQ grill around the property. **Reminder** ... Please only use self-lighting charcoal, and the amount you need, as you are not allowed to store lighter fluid.

#### **Parking Rules**

Each unit has assigned parking space. **Vehicles parked in visitor parking spaces are limited to 24 hours.** **Violators** will be towed at the vehicle owner's expense. **Also, motor vehicles** of any kind must be parked in designated parking spots, not in the landscape or on patios. **No trailers** or boats are allowed. Any vehicle that appears to be abandoned will be towed.

#### **Landscape Maintenance**

The Board solicited bids from different landscaping businesses and selected **Horizon Landscaping Company**, for your 2018-2019 vendor to provide landscaping services for the Association.

#### **Pool Maintenance**

The maintenance contract for the pool was not put out to bid but was renewed with **Oasis**. It was the opinion of the Board that due to the familiarity that **Oasis** has with existing problems with the pool it was not in the best interest of Association members not to consider a new pool maintenance provider. The Board unanimously approved the renewal of this contract for 2018-2019.

#### **911 Phone at the Pool**

The 911 phone required by law is on the side of building 1 facing the pool in a red box.

#### **Cash Reserves and 2018 dues**

The board has adopted a position that the financial future of the association is best served by monthly additions to its cash reserves. Cash reserves must be

carefully accumulated each year to avoid special assessments and to provide for significant future repairs of commonly owned elements such as the roofs, exterior paint, parking lots, driveway gates and the pool. **In order to meet** our cash reserve goal and add items to our budget next year, such as mulching the flower beds, adding sand to the volley ball court, striping the parking lot, and financial statement preparation fees and legal fees.

If you would like to have input in the process of setting our budget and ultimately our dues, please get involved.

#### **Audit Committee**

An audit committee was formed and all financial records through 2018 are in great order.

#### **Gate Operations Initiative**

The gates seem to be in good working order. Even though there are intermittent issues. If you experience problems with the gate, please continue to notify Equity Real Estate, as they are responsible for scheduling repairs with .... If the gate has failed closed, you may park on Luther St. and enter the complex through the 2 pedestrian gates until the gate has positioned opened or repairs.

#### **On-site security Camera**

14 new **security cameras** have been installed around the property.

#### **Directors and Officers are needed**

The board is soliciting nominations for the positions of Director. The one year term of office goes from September 2018 – August 2019. There are 5 open seats to be elected at the annual meeting in September. **Once elected, it has been the practice of the Association Directors** to then vote among themselves to decide who will serve as officers in the roles of President, Vice President, Treasurer, Secretary, and Assistant Secretary. Unit owners are encouraged to nominate themselves for a Director's position by sending in the questionnaire on the back of this newsletter. We do not have a nominating committee. We plan to publish all nominee responses in a subsequent newsletter. Directors meet the second Saturday of each month either in College Station at the offices of Equity Real Estate or via conference call. **Remember** that there are only 128 units, and almost every owner lives somewhere other than College Station. The Association needs everyone to please plan to take a turn serving on the board to protect our collective investments.

#### **50% quorum Required at Annual Meeting**

In order for the association to conduct business at the annual meeting, a quorum of 50% of our members must be gathered. **We will be sending a proxy mailing in August. PLEASE respond to this mailing.**

If you do not intend to be present at the annual meeting, please return your proxy in the envelope provided. Amending this difficult requirement in our bylaws requires a 75% quorum.

#### **Board of Directors**

Mark Dunn ... President  
Scott Falke ... Vice President, Operations Committee  
Jan Bertolli ... Treasurer, Finance Committee  
Chris Eberly ... Secretary, Bylaws Committee

#### **Other Committees**

**Committees ...** The Board is actively soliciting volunteers to serve on committees. Please contact any of the directors above to volunteer.

**Newsletter Committee ...** This committee will distribute a periodic newsletter by regular mail to keep homeowners informed about issues affecting their condominium property and its' residents.

**Operations Committee ...** This committee will review contracts for garbage collection, insurance, landscaping, pool maintenance, termite control and security and will visually inspect the property and report issues to the Board of Directors.

**Finance Committee ...** This committee will supervise the management and handling of association funds, organizing an independent audit of the financial statements each year, prepare an assessment of common expenses for distribution to members, create an annual operating budget and reserve budget, review and distribute monthly financial statements to

the Board of Directors and monitor compliance with tax filing requirements.

**Bylaws Committee ...** This committee will monitor that the by-laws are being followed and recommend amendments when appropriate.

**Audit Committee ...** This committee will meet one Saturday in the summer to audit the financial records of the association and a representative will report their findings to the full association membership at the annual meeting held the first Saturday in September



## **HOA Support Staff Team**

Keith E. Clements ... Chief Sales Officer [keith@equitybcs.com](mailto:keith@equitybcs.com) always CC: [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

Kathy ... (Receivables Coordinator) [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

Angelita ... (Property Management / Work-Orders, Make-Ready Coordinator) [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

Becky ... (Call Coordinator / Resident Customer Service/Maintenance work orders follow up) [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

Becky ... (Web-site Coordinator) [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

Kerri ... Licensed Sales Assistant (Sales Department Customer Service and follow up) [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

Marian ... Licensed Sales Assistant (Sales and Leasing Department) [hoa@equitybcs.com](mailto:hoa@equitybcs.com)

Elizabeth ... (Property Management / hiring and supervising personnel) [hoa@equitybcs.com](mailto:hoa@equitybcs.com)