



## Westcreek Christmas Angels



Congratulations Westcreek! Thirty angels were sponsored off the Angel Tree this year. On behalf of all the adopted Angels, thank you to those who shared and helped ensure that all of Westcreek had a wonderful holiday. Once again we ended the year with neighbors helping neighbors, what a great way to celebrate the Holidays!

# Thank you!

## Wounded Warriors



A special Thank You to all who came by the office and took the time to fill out a card for our military members in Military Hospitals this past Holiday season. Over 100 cards were mailed to Walter Reed Medical Center in Washington D.C. and San Antonio Military Medical Center to our heroes who couldn't be home for the Holidays.



To stay updated on community events and information, go to our website: [www.villagesofwestcreek.com](http://www.villagesofwestcreek.com) and sign up for our free email service. You can also find us on Facebook!



## President's Message

by John Steele  
President, VWOA Board of Directors



I am so very pleased to inform you the Villages of Westcreek has for the third year in a row been recognized by the Community Associations Institute-San Antonio. We have received the Award of Distinction in the very large home owners' association category for 2013. The good news doesn't stop there. Our very own Community Manager, Mrs. Brenda Tate, also received an Award of Distinction as an Outstanding Community Manager of the Year for 2013. I would like to share the congratulations of all of the residents of the Villages of Westcreek to Mrs. Tate for her accomplishment. Congratulations everyone, you live in one of the very finest communities in San Antonio!

It is such a pleasure to live in a great community like Westcreek. Your neighbors rely on you to keep up your end of the Covenant Agreement. Our Covenant and associated governing documents cover the rules we all agree to as residents in the Villages of Westcreek. One of those rules the staff and Board hears the most complaints about are pets that are not on a leash or pets that have left a smelly pile in their yards. Please be a responsible pet owner and keep your pets on a leash or in your fenced-in backyard. More importantly is for you to clean up after your pet when you take them on their walks through the neighborhood and common areas in Westcreek. It is rude and inconsiderate to allow your pets to defecate in your neighbor's yard or the common areas and then expect someone else to clean up the mess. The Association installed a dispenser for small bags to collect the remnants if you walk your pet in the sports park. You should carry with you a plastic bag to collect the remnants from your walks around the neighborhood and then properly discard the bags. Pets are wonderful additions to a family but they also carry responsibilities of the owner to care for and clean up after them.



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The Board is looking for a resident who is willing to serve as the Public Safety Committee Chairperson. We are not asking for someone to serve as a law enforcement official, but to research and communicate public safety issues and programs to the community. The top priority from the community residents who responded to the Strategic Planning Survey last year was for a lighting solution to address crime in Westcreek. I have an idea, if everyone left their outdoor lights on in front of their homes, the additional lighting will reduce the potential hiding places for criminals. We need a resident who will look into other options as well to include potentially hiring a private security firm to provide the onsite presence of law enforcement we are lacking. If you are interested in serving your community on this committee, please contact the staff or Board of your interest.

Thank you again for being our neighbor and living in the greatest community in San Antonio.

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## Manager's Minute

by Brenda Tate  
Community Manager



2013 was another superb year for the Villages of Westcreek. We were again awarded with two prestigious awards from the Community Association Institute - the Award of Distinction for Outstanding Community of the Year, and the Award of Distinction for Excellence for Community Manager of the year. Both awards were accepted in honor of our residents and talented staff who made 2013 the best year yet.

Along with the awards came other defining moments in VWOA:

Mardi Gras Casino Night, Easter Egg Hunt, Annual Picnic, National Night Out and Fall Fest. These events were attended by hundreds of residents and their guest and were very successful.

VWOA now sponsors a Farmers Market in our overflow parking lot every Thursday. Residents have enjoyed having farm-fresh goods so easily available and supporting local farmers.

The Sports Park Renovation was a large project that has proved to be invaluable to our community. Children of all ages have tried the new equipment and we have received rave reviews.

The VWOA Soccer program continues to grow, and our Fall 2013 season had over 300 participants. We would like to thank all of the children, parents, and

volunteers for continuously sharing their dedication to the program and to the children.

As we usher in 2014, we encourage our residents to stay informed about upcoming events by visiting our website [www.villagesofwestcreek.com](http://www.villagesofwestcreek.com) and by signing up for Constant Contact emails.

Remember, everyone is welcome to stop by the office any time- my door is always open. I wish you all a blessed New Year.

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# Villages of Westcreek Owners' Association

## Call for Board of Directors Nominations

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The Board of Directors will have (3) Three open seats in April 2014. A key business item on the annual meeting agenda is the election of new Board members. If you are a Homeowner who would like to serve your community, or know of another Homeowner who would make a good director please submit the following by March 3, 2014. Nominations received by this date will be published in the April 2014 newsletter, on the website and have their names printed on the Ballot. Any nominations received after March 3, 2014 will be posted on the website, but will not make the deadline for the Newsletter or the Ballot printing.

- Candidates Full Name
- Home Address
- Phone Number
- Email Address
- Short Bio (no more than 300 words)
- Photo Image (jpeg) or if you wish you can drop by the community center and we will take the picture for you.

The above information should be delivered to the following:

Villages of Westcreek Owners Association Nomination Committee  
12395 Military Drive West  
San Antonio, TX 78253  
210-679-8761

#### Important Dates:

- March 3, 2014 – Deadline for Bios in April 2014 newsletter
- March 3, 2014 – Deadline for Candidate names on Absentee and Proxy Ballots
- March 20, 2014 - Meet the Candidate event
- April 16, 2014 – Deadline for Absentee Voting
- April 17, 2014 – Annual Membership Meeting and Election

#### NOTE:

- Nominations can be made at any time up to and including the call for nominations from the floor at the Annual Meeting on April 17, 2014
- Nominations received after March 3, 2014 will be published on the website, however will not make the Printing deadline for the newsletter and the Ballot.
- To be elected the candidate must be a Homeowner of the Villages of Westcreek.
- Nominees must not have been convicted of a felony or crime of moral turpitude in order to qualify to serve on the Board of Directors.



# Standards Reminders

by Adrian Suttles  
Superintendent of Standards



Have you inspected your fence lately? Fences are one of those often forgotten about and neglected responsibilities as a property owner. The following are the guidelines set in the VWOA Standards:

Wooden fencing, on residential properties, require

1. Six (6') foot vertical pickets and posts such as cedar, redwood, oak, cypress or treated wood (not mixed)
2. Picket dimensions are either 1" x 4" x 6' or 1" x 6" x 6', but not mixed
3. Posts to be 4" x 4" x 6' or 6' galvanized steel, rust coated steel or aluminum, but not mixed
4. All posts must be inside the fencing that face any street. A manufactured product that has the graining appearance of wood will be considered for approval on a case-by-case basis. (Fencing located on adjoining property lines are the responsibility of both owners, thus the repair or replacement expenses should be shared 50/50).

Fencing may not be:

1. Placed any closer than five (5') feet from the forward corner of the dwelling (including the garage)
  2. Broken, rotted, warped, leaning or missing any boards.
    - a. Wood is subject to premature rotting if landscaping materials such as soil, grass, raised flower/vegetable beds, trees, bushes, etc. come into direct contact with the wood. We recommend installing a barrier between the landscaping and the fencing using materials such as removable timbers/masonry or other manufactured products. A minimum of six (6") inches of space is also recommended between the fence and any plants to allow fresh air and sunlight to minimize the mold from forming on the fencing.
    - b. Pickets, boards & posts replaced with the same materials and size as previously approved does not require ARC approval and pickets must be aligned with each other and across the top.
    - c. Additional gates require ARC approval. They must also, be
      1. Of the same material, height, width and thickness as previously approved for the fencing
      2. Stained (if applicable) the same color as previously approved for the fencing.
      - d. Fence & gate stains must not hide the original texture and appearance of wood. Prior to staining, a PIA along with the proposed color sample(s) must to be submitted to the ARC for approval. Cedar, redwood or cypress is the preferred stain color to provide continuity throughout the community.
- Note: If staining is proposed for wooden fencing that is weathered/discholorred, pressure washing is an excellent

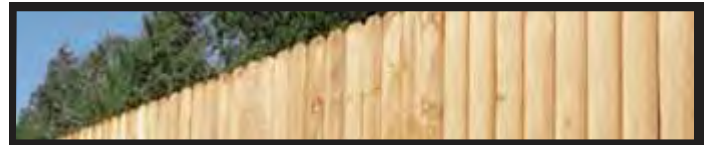
method of reviving the original appearance of wood before applying the stain.

1. When replacing any portion of the fence that is currently stained, as approved by the ARC, new wood must be stained with the same color.
2. Re-staining with the same color as previously approved, is permitted without ARC approval.

Wooden fencing & staining along major streets that border individual lots on Military Drive West, Westcreek Oaks, Westcreek View, Grosenbacher Road, Potranco Road and Talley Road shall be maintained according to the following:

Fences must be vertical and eight (8') feet in height or as originally built by the builder/developer. Repairs are the homeowner's responsibility, therefore, if any wood other than cedar is proposed, a PIA must be submitted to the ARC for prior review and possible approval. The type of wood and picket widths may not be mixed.

If you have any questions regarding the Standards you can find them on our web site, speak with the monitor for your area, or call the office. The VWOA is here to help you with any questions or concerns you may have.



## Advertising In The WC Times

A complete list of guidelines for advertising in the Westcreek Times, as well as required submission forms, are available on our website or at the VWOA office.

Full page (7.5"wx10"h) \$450 ; Half page (7.5"wx5"h or 3.75"wx10"h) \$250 ; Quarter page (3.75"wx5"h) \$150; Eighth page (3.75"wx2.5"h) \$80.00.

Classified advertisements are \$10 for three lines of text (55 characters per line); additional lines are \$2 each. Ads should be emailed in high resolution color .jpg format to [vwoaacm@sbcglobal.net](mailto:vwoaacm@sbcglobal.net); payment and forms should be dropped off at the VWOA office or mailed to Villages of Westcreek Advertising, 12395 Military Drive West, San Antonio, TX 78253.

The deadline for submission is the 10th day of the month prior to publication. All ads are subject to editing or rejection, and VWOA is not responsible for errors in original copy. For our errors, VWOA liability is limited to running one corrected ad. Neither VWOA nor its Board of Directors endorses any product or service advertised by this publication. Ads will be accepted on a first-come, space available basis. Therefore, all ads shall be submitted and paid for at the time, or put on a waiting list if need be. (Classified ads excluded).



## FAQs

by Melynda Porter  
Administrative Superintendent



**Q~ How can I pay my assessments if I own a home in the Villages of Westcreek, but do not reside in the home?**

**A~** The easiest way to pay your assessments while living outside the VWOA is to set it up with your bank as a bill pay, the bank will mail a check directly to us. You can also mail your check personally to us. Please send payments to VWOA, 12395 Military Dr W., San Antonio, TX 78253. At this time we cannot accept payment over the phone.

**Q~ If I have tenants in my house, what do they need to do to obtain a VWOA ID card?**

**A~** For a tenant to obtain an ID card, there are a few items that we require:

- 1.) Any form of photo identification.
- 2.) A copy of the signed and dated lease agreement.

We will make a copy of the lease and add it to the property file. Anyone in the house ages 12 and over that are listed on the lease will be given a picture ID card. For the protection of the homeowner, if a person is not listed, we will not give them an ID. Assessments must be current for the tenant to obtain an ID card.

**Q~ What do I need to do to have a yard sale at my residence?**

**A~** To have a yard sale at your residence, you will need to come to the office and purchase a permit. The cost of the permit is \$15.00 and you are allowed 2 yard sales at your home per year. The VWOA only allows yard sales on the second Saturday of every month from 7am to 7pm.

**Q~ I know I live in a deed restricted community, but where can I find the governing documents for the VWOA?**

**A~** Our governing documents can all be found on our website. If you go to [www.villagesofwestcreek.com](http://www.villagesofwestcreek.com), you can find these documents along with many other helpful items. We have a lost and found section, all of our contractor information and what classes they each offer at the community center, in addition to other items such as upcoming events, property improvement forms and Resale Certificate request forms. There is also a tab that you can click on to be added to our mailing list, which is an informational email that we send out each week.

**Q~ I am going to sell my home, what are the necessary steps to take if I would like a Resale Certificate?**

**A~** To begin the process of a resale certificate, you will first need to fill out and sign the resale request form that is available on our website, or in the office. When the form is complete, please bring it to the office with a check or Money order for \$150.00. Once the proper paperwork is received in our office, the process for completing a resale certificate request can take up to 10 business days, and unfortunately we do not have a “rush” process, please make sure you have requested early enough to allow for any possible violations to be addressed before your closing date.

## VWOA Community Info

Phone: (210) 679-8761

Fax: (210) 679-0040

After Hours Duty Phone (Emergency Only):  
(210) 854-9282

Address: 12395 Military Drive West  
San Antonio, Texas 78253

Office Hours: Sat-Sun - Closed; Monday 9am-6pm  
Tuesday-Friday 9am-5:30pm; The office will be open  
Saturday, Oct 12, 2013 9:00am to 12:00 pm.

Website: [www.villagesofwestcreek.com](http://www.villagesofwestcreek.com)

Email: [board@villagesofwestcreek.com](mailto:board@villagesofwestcreek.com)

[staff@villagesofwestcreek.com](mailto:staff@villagesofwestcreek.com)

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Westcreek Times:

Publisher - VWOA Board of Directors

Editor - VWOA Staff

Design and Layout - Paula Roberts

Webmaster - VWOA Staff

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San Antonio, TX 78245  
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