

**Villages of Westcreek Owners Association
Regular Meeting of the Board of Directors
Thursday, March 23, 2017**

Open Meeting: The Regular Meeting of the Board of Directors was called to order by the President, at 7: 02 PM on March 23, 2017. The purpose of the meeting was to conduct regular business as identified in the pre-announced agenda. Following the Pledge of Allegiance, a Letter of Recognition was presented by Mr. Teeter to Robert Helgert for completion of his Eagle Scout Project. Mr. Gentry announced the purchase of 2 golf cards from proceeds from sale of truck (\$5400 saved after purchase). One will be used by the Standards Department and one will be used for Community Activities. The minutes for the previous Board of Directors meeting were reviewed. A motion to approve the minutes was made by Mr. Teeter seconded by Mr. Harmon. The minutes were approved unanimously.

Board members present:

Richard Gentry, President
Reggie Harmon, Vice President
Billy Teeter, Assistant Secretary
Guy Oliver, Secretary

Board Members Absent:

Rannie Bond, Treasurer

Staff present:

Mike Hunsucker, Community Manager
Sylvia Mennel, Assistant Community Manager
Jason Dunbar, Superintendent Community Activities
Adrian Suttles, Superintendent of Standards
Jamie Esquivel, J&J Construction Maintenance

Members Present

Members present. See attached sign in sheets

Guests Present:

None

II. Department & Committee reports

Community Manager: A written report was provided and is attached.

- Question about annual calendar. Sylvia (ACM) will work on it for the Annual Meeting. Will also be posted on website.
- All events/parties for the Community Center and Sports park pavilion are now listed on the VWOA calendar so that residents can see what is available when planning events.
- A display board has been posted at the Sports Park pavilion with time schedule of events booked so that residents will know if the pavilion is open for their use.
- 82 Annual Meeting notice/mailings were returned via USPS. Staff working to get corrected addresses.
- Last month, our community was involved in helping to find a missing child in our community. The BOD made the decision to open the Community Center as a command post to aid in a map grid search. About 70 residents showed up at 10:30 pm to begin the search. The child was located about 12:45 by Bexar County Sheriff's Department and was returned to his family at the Community Center. It was very good to see our community come together to help our neighbor in this time of need.

Community Activities Department: A written report was provided and is attached.

- Mr. Gentry stated that he heard many positive comments during the first weekend of soccer and the BOD are very pleased with the response from residents. Keep up the good work!
- Discussion on moving the baseball field to alternate location in the future. Basketball and T-ball registration is currently open. We will be hosting a soccer camp during the first week of August.

Maintenance Department: A written report was provided and is attached.

- Mr. Teeter thanked the maintenance department for their very detailed weekly reports.
- A question was asked about the maintenance of the easements. AT&T is destroying our common areas, and the Community Manager will ensure they are repaired by AT&T. Residents should continue to notify AT&T of damage to their property.
- Missing/broken spindles will be ordered and replaced for the pool fence.
- A question was asked about the damaged retaining wall by Wynwood. It doesn't appear to be damaged by vehicle crash and it has water intrusion. A masonry company will evaluate and make recommendations. It be caused by a natural occurrence.

Standards Department: A written report was provided and is attached.

- The board asked for the forced maintenance numbers. Forced maintenance letters were issued to 55 properties. Forced maintenance was executed on 17 properties and 38 properties self-corrected.
- The board requested a weekly list of areas inspected each week. Standards will comply.

Administrative Report: A written report was provided and is attached.

- Announcement of new office hours. Office staff is tracking numbers of residents serviced by hour blocks to that we can make informed decisions when setting office hours in the future.

Committee Reports: Committee presentations were suspended due to the Meet the Candidates.

- Architectural Review Committee: See attached report.
- Finance Committee: No report
- Landscaping Committee: See attached report.
- Election Committee: See attached report.
- Communications Committee: See attached report.
- Historical Research Sub-Committee: See attached report.
- Public Safety Committee: Committee did not meet.
- Sports Park Committee: See attached report.
- Strategic Planning Committee: Committee did not meet.

III. Unfinished Business

Restrooms for the sports Park	OPEN – Out for re-bid
Speed Bumps on Sage Run	OPEN – Bexar County has determined 5 locations
Forensic Audit	OPEN – No additional updates
Dog Park	OPEN – Lot has been cleared. Wood will be chipped
Reserve Study	COMPLETED – Applies from now to the year 2043
Sports Park parking-lot re-pavement	OPEN- Have 2 bids. \$28,793 (includes tax) PavCon bid aligns with reserve study. Second bid for approximately \$26K bid, but not to the quality level recommend by our reserve study.
Swim Team letter of agreement	Rewording a few sections at the board's request. Requested access to pool from 5pm-8pm on Tuesday, Wednesday, Thursday from May 23rd to June 6th. Board Approved 4-0.

IV Executive Session Results

V New business

- Board voted electronically on March 20th to approve purchase of two golf carts.

VI Open Forum

- Homeowner located on Saxonhill Dr. pointed out that the street is full of leaves. Stated that it's a minor complaint, but people driving through our community that see a street full of leaves gives a bad appearance.
- A question about the status of equipment use and mileage signs for sports park track. Still working to get equipment use signs.
- A question was asked about the Texas Pool signs in community. We are contracted with them for services and the signs were allowed in order for our residents to have the opportunity to apply to be lifeguards.
- Recommendation to designate a parking spot for the park security officer in order to not hinder traffic in the circle.
- The park security officer has been instructed to check resident IDs after residents have exited their vehicles.
- A question was asked about having a Board Meeting before the Annual Meeting. Mr. Oliver stated that the last year's annual meeting minutes have been misplaced and will not be available.
- A question was asked about the price that the truck sold for: It was sold for \$13,400 and the Blue Book price was \$11,600. The golf carts together cost: \$8062.
-

VII. Schedule next monthly meeting: A notice will be sent out with the next Board Meeting date.

VIII. Adjournment: There being no further business before the Board, the meeting was adjourned at 10:30 PM