



The Villages of Westcreek Owners' Association, Inc. Est. 1994
Regular Board of Directors Meeting Agenda
Thursday, 7 PM, January 21, 2016 @ Community Center

- **Call to Order and Pledge of Allegiance to the Flag**
- **Review/approve previous minutes**
- **Members/Guest forum**
- **Department/Committee reports**
 - Recreation Department
 - Maintenance Department
 - Standards Department
 - Administrative Department
 - Community Management Department
 - Architectural Review Committee
 - Standards review/update Committee
 - Finance Committee
 - Landscaping Committee
 - Elections/Nominating Committee
 - Communications Committee
 - Communications Ad Hoc Technology Committee
 - Public Safety Committee
 - Sports Park Committee
 - Strategic Planning Committee
 - Ad Hoc Fence Committee
- **Unfinished Business**
 - Restrooms for Sports Park. **OPEN**
 - Website improvements. **OPEN**
 - Electronic Voting- Staff is reviewing vendors **OPEN**
 - Leaning brick columns and fences. AR 32 ad hoc Fence Committee. Staff to get bids for the repair of leaning columns on tally and throughout the Villages of Westcreek **OPEN**
 - Clarification of AR 20 **TABLED**
 - Removal of barb wire and modification of fence around tennis court **OPEN**
 - Restroom Design Details **OPEN**
 - Marquee Sign **OPEN**
 - Handicapped Lift for Community Center Pool **OPEN**
 - Sports Park Improvements **OPEN**
 - Community Mapping Program **OPEN**
 - Standards Revisions **OPEN**
- 6. **Executive/Emergency Session Results**
 - Report of Foreclosures: See administrative report
 - Report of Release of Liens: See administrative report
 - Report of Lien Filings: See administrative report
 - Notice of Trustee's Sale: See administrative report
- 7. **New Business**
 - -----
 - -----
 - -----
- 8. **Schedule next monthly meeting**
- 9. **Adjournment.**

Regular Meeting of the Board of Directors
Thursday, November 19, 2015

Open Meeting: The Regular Meeting of the Board of Directors was called to order by the President, at 7:05 PM on November 19, 2015. The purpose of the meeting was to conduct regular business as identified in the pre-announced agenda. Following the Pledge of Allegiance, the minutes for September 17, 2015 and October 15, 2015 were reviewed and approved unanimously by the members of the Board present

Approved 4- 0

Board members present:

Richard Gentry, President
Kevin Drummonds, Vice President
Anthony Hoffman, Assistant Secretary

Guy Oliver, Secretary

Board Members Absent:

Christopher Bell

Staff present:

Sylvia Mennel, Assistant Community Manager
Melynda Porter, Administrative Superintendent
Dawn Garza, Interim Superintendent Parks and Recreation

Members Present

Joyce Oliver	Harold Sievers	Paul Collins	Kay Collins
bill Fenstermacher	Max Hewitt	Barb Hopkins	Gene Hopkins
Omar Fernandez	Francis Lomax	Ann Lomax	Roger Torres
Lisa Williams	Robert Furr	Gerard Chaisson	Ishmael Padilla
Reggie Harmon			

Guests Present:

None

II. Open Forum:

Mr. Gentry opened the member's forum Mr. Harmon stated that he felt he was being targeted and treated unfairly by the standards and ARC. Mr. Gentry told him that he did not believe that was the case but that the board would look into the facts.

III. Committee/Department reports

- a. Recreation Department. A written report was provided and is attached to these minutes
- b. Maintenance Department. A written report was provided and is attached to these minutes
- c. Standards Department. A written report was provided and is attached to these minutes.
- d. Administrative Report. A written report is provided in attached to these minutes.
- e. Community Management Department. A written report was provided and is attached to these minutes.
- f. Architectural Review Committee. A written report was provided and is attached to these minutes. Mr. Gene Hopkins Chairman of the ARC one over the report for the Board.
- g. Standards Review /Update Committee. An electronic copy of the updated standards was sent to the Board for their review prior to the next meeting.

- h. Finance Committee A written report was submitted and is attached to these minutes. The next meeting of the finance committee will be December 2, 2015 at 6 PM
- i. Landscaping Committee. The next meeting will be December 1, 2015 at 6 PM.
- j. Election Committee. No activity
- k. Communications Committee. A report was submitted and is attached to these minutes,
- l. Public Safety Committee Report was submitted and is attached to these minutes. The members discussed the problem with people speeding through the neighborhoods especially on Sage Run.
- m. Sports Park Committee. A report was submitted and is attached to these minutes.
- n. Strategic Planning Committee. A meeting was held no minutes were submitted next meeting will be mid-January.
- o. Ad Hoc Fence Committee Mr. Lomax reported that the committee was reviewing numerous materials. The report was submitted and is attached to these minutes. The next meeting will be on November 23, at 6 PM

IV. Unfinished Business

- a. Restrooms for the sports Park **OPEN**
- b. Website Improvements **OPEN**
- c. Electronic Voting staff is reviewing vendors **OPEN**
- d. Leaning Brick Columns along Talley Road Contract was awarded to Masonry Arts to repair these 15 columns. **OPEN**
- e. AR 32 **OPEN**
- f. Clarification of AR 20 **TABLED**
- g. Removal of Barb wire and modifications to the fence around the basketball court and repair of fence around tennis courts. The Board approved the quote for the materials from De LA Garza Fence. **OPEN**
- h. Marquee Sign **OPEN**

V. Executive/Emergency Session Results

- a. Please see the recap of the executive session by Sylvia Mennel Assistant Community Manager
- b. Please see the Administrative Report for Lien Filings, Release of Liens, Foreclosures, and Trustee sales

VI. New business

- a. Handicapped Lift for Community Center Pool- No bids as of yet **OPEN**
- b. Sports Park Improvements-Waiting on bids **OPEN**
- c. Community Mapping Program-Waiting on a meeting with the Board to establish criteria. **OPEN**
- d. Communications Ad Hoc Technology Committee- Max Hewitt was appointed chairman of this committee. **OPEN**
- e. Standards Revision-Sent to the Board for their review prior to the next meeting. **OPEN**
- f. Park and Rec Proposals.
 - 1. Park winter hours December 1 to March 1. Park will close at 8 PM Approved 4 – 0
 - 2. Holiday in the Park celebration Friday, December 18, 2015 6-8 PM Approved 4 - 0

VII. Schedule next monthly meeting: January 21, 2016, at 7 PM in the Community Center.

VIII. Adjournment: There being no further business before the Board, the meeting was adjourned at 8:59 PM.

Written by:

Guy E. Oliver Secretary

Date _____

Approved by:

Richard Gentry President

Date _____

Posted in the VWOA Book of Minutes by:

Jennifer Bell, Community Manager

Date _____

PARKS & RECREATION November & December 2015 Report

Current/Upcoming:

~ Mardi Gras is coming up on February 6th. Planning is underway, and ticket sales have begun. Currently, as of January 12th, we are at 24 sold with three weeks to go.

~ Spring Basketball is in the works, awaiting final details and decision regarding Spring Sports in the park, and will move forward at that time.

~ Met with Sports Park Committee Chair (resigned Jan 8th 2016), and went over some ideas he had, regarding Arts in the Park as well as some other items. Will be looking into several ideas, and will submit proposals at a later date.

Past:

~ We hired a third park monitor in December, and he is doing a great job.

~ We closed out the 2015 Holiday Season with our First Annual "Santa in the Park". We believe it was a huge success! Everyone that came enjoyed themselves, sipped on hot cocoa, and got to see Santa and one of his Elfs, in his beautiful little house (100% of materials and labor, donated by J&J Construction to the children of Westcreek).

~ Our Angel Tree program was not as busy as expected this season. This year we had 14 angels. All angels were adopted, and were provided with Christmas gifts.

~ Our Annual Holiday Decoration Contest went well. Judging took place on December 17th. The winners in the following categories were announced at our Santa in the Park event: "Best Use of Light," "Best Holiday Spirit," and "Best Overall." \$50 gift cards were delivered to winners. We also recognized 7 Honorable Mentions with a letter and sign to place in their yards for display.

J & J CONSTRUCTION

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

Jamiejjconst@aol.com

December Maintenance Report

Upcoming Projects-

- Basketball fence repairs
- Tennis court fence repairs
- Tot lot turf

Daily Tasks:

- * Mowing all needed areas and trim along fence lines and curbs is on a schedule that is only deviated from on an emergency basis, such as weather. We have to maintain our schedule because subdivision is so large.
- * Pick up trash along main road ways
- * Walk around Community Center for trash and debris
- * Clean and hose down sidewalks around building.
- * Address vandalism throughout the community.
- * Provide professional feedback on areas of concern noted through observations.

Mowing:

- * Mow all needed areas, and trim along fence lines and curbs.
- * Spraying herbicide for weeds.
- * Spraying rock areas for weeds.

Land:

- * Daily trash pick-up and inspection of property for hazards.
- * Worked on lights at monuments and lighting through out the subdivision
- * We have been spraying weeds as needed
- * We have removing dead plants out of monuments
- * Repairing/replacing vandalized/damaged sprinkler heads

Park:

- * Mowing all needed areas and along the creek.
- * Addressing vandalism.
- * Blowing rocks in tot lot and tennis, basketball courts on a weekly base

Community Center:

- * Maintain the centers exterior grounds.
- * Pruning trees and shrubs.
- * Installed Christmas decorations on the interior and exterior of Community Center and Clock Tower.
- *

STANDARDS DEPARTMENT MONTHLY REPORT

From: Adrian Suttles, Superintendent of Standards

To: VWOA Board of Directors

Subject: Monthly Report

Presented to the Board of Directors on

December 2015

January 21, 2016

TOPICS	ACTION AND/OR NOTES	STATUS	
ARC Committee Membership:	The ARC is currently only staffed with three (3) community residents who volunteer their time on a weekly basis.	Info	
Property Improvement Applications (PIA): (see ARC Committees' report)	Submitted to ARC:	24	
	Approved:	20	83%
	Disapproved:	4	17%
Staffing/Personnel:	Currently only staffed with four (4) part time Standards Monitors.	Info	
		Number	Pct. +/-
Standards Violations Documented:	Violations of our standards were noted this month:	716	-21%
	Violations of our standards were noted last month:	903	
	Increase/Decrease from last month:	-187	
		Number	Pct. +/-
Thank You Notices:	This Month:	6	-96%
	Last Month:	136	
	Increase/Decrease from last month:	-130	
		Number	Pct. +/-
Personal Contact:	This Month:	34	-80%
	Last Month:	166	
	Increase/Decrease from last month:	-132	
		Number	Pct. +/-
Re-Sale Inspections:	This Month:	7	-65%
	Last Month:	20	
	Increase/Decrease from last month:	-13	
		Number	Pct. +/-
Yard/Garage Sales:	This Month:	23	-26%
	Last Month:	31	
	Increase/Decrease from last month:	-8	

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Subject: Monthly Report

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January 21, 2016

TOPICS	ACTION AND/OR NOTES	STATUS	
ARC Committee Membership:	The ARC is currently only staffed with three (3) community residents who volunteer their time on a weekly basis.	Info	
Property Improvement Applications (PIA): (see ARC Committees' report)	Submitted to ARC: Approved: Disapproved:	19 17 2	89% 11%
Staffing/Personnel:	Currently only staffed with four (4) part time Standards Monitors.	Info	
		Number	Pct. +/-
Standards Violations Documented:	Violations of our standards were noted this month:	903	15%
	Violations of our standards were noted last month:	784	
	Increase/Decrease from last month:	119	
		Number	Pct. +/-
Thank You Notices:	This Month:	136	33%
	Last Month:	102	
	Increase / Decrease from last month:	34	
		Number	Pct. +/-
Personal Contact:	This Month:	166	31%
	Last Month:	127	
	Increase / Decrease from last month:	39	
		Number	Pct. +/-
Re-Sale Inspections:	This Month:	20	18%
	Last Month:	17	
	Increase / Decrease from last month:	3	
		Number	Pct. +/-
Yard/Garage Sales:	This Month:	31	-39%
	Last Month:	51	
	Increase / Decrease from last month:	-20	



Villages of Westcreek
Owners' Association
12395 Military Dr. W
San Antonio, TX 78253
Office phone: 210-679-8761

Administrative Board Report-21 January 2016

Collections Break Down for Nov. & Dec 2015

- Break down of release of Liens \$179.00, \$3915.00, \$3868.49, \$2641.18, \$526.21, \$373.08, \$179.00, \$2919.88, \$1,081.09
- Total of release of Liens-\$15,682.93
- Total number of open accounts with ASD is 16-\$20799.73
- Total number of open accounts with PCPB&J-16-\$8284.83
- Report of Lien Filings \$704.58
- Order of Foreclosure-\$0
- Total monies collected 4th quarter 2015-\$308,635.30
- Paypal money collected in the 4th quarter-\$38,906.98
- Paypal YTD-\$115,922.17
- Total money collected this Fiscal Year- \$1,389,827.48
- Delinquent assessments for 2015-\$66,182.06



Villages of Westcreek
Owners' Association

Community Managers Report for November & December 2016
Presented to the Villages of Westcreek Board of Directors January 21, 2016

Physical Plant

- Over \$160,000 has been collected via PayPal online payment system since released in December 2014.
- We are continuing to work towards erecting a new bathroom facility in the Sports Park.
- The Reserve Funds were fully funded for 2015- \$50,000 to Capital Improvement, \$95,000 to Repair/Replace.
- Bexar County Animal Control hosted a Rabies Prevention Clinic in the Sports Park November 21, 2015. 31 residents received free rabies vaccinations for their pets, as the program was set up that the first 50 were free. Per their representative, they may be interested in doing another and hope for a better turnout, as they were prepared for over 150 vaccinations.
- The November Assessment Card mail out was successfully completed. We have received some back because we have not received current mailing addresses for some homeowners who may have moved. Please make sure to notify the office of any address changes so we can ensure each homeowner receives VWOA information in a timely manner.

Personnel

- We have an opening for a Standards Monitor.

Other Items

- VWOA hosted the first annual Santa in the Park we were offered cocoa with Santa, and created a perfect backdrop for families to take their Christmas photo with Santa.
 - Thank you to J&J Construction for building and donating the festive Christmas Cottage, and to Mrs. Logan and the Luna Middle School Choir for singing Christmas carols for all to enjoy.
- The Rec Department, management, and Board of Directors are continuing to create new recreational opportunities for our residents of all ages. Stay tuned for additional information.
- The Ad-Hoc Fence committee has been holding meetings with various fence product representatives to offer different materials and pricing to the BOD for the anticipated fence project.
- The Landscape Committee has started back up. We encourage all residents who enjoy planning landscape projects to attend the meetings.
- We would like to thank all of our Committees and volunteers for their hard work and dedication to VWOA.

ID Cards (includes replacement reprints)

- 195

Exclusive Usage Contracts

- Pavilion Parties 8
- Community Center 12

- Pool Parties 0

Closings

- New 0
- Resale 39

Constant Contact Email Status Report

- 1992 subscribers

Facebook “likes”

- 1489 likes

VILLAGES OF WESTCREEK
ARCHITECTURAL REVIEW COMMITTEE
REPORT FOR THE BOARD OF DIRECTORS---1/21/2016

Meetings held on: 11/3/15 11/10/15 11/17/15 12/1-15 12/15/15

Note: Meetings were not held on the following weeks due to the Thanksgiving and
Christmas Holidays: 11/24/15 12/8/15 12/22/15 12/29/15

Applications reviewed: 37---Approved 6---Disapproved

The 6 disapprovals were for:

- 1---Metal corrugated roof on storage shed. (Resubmitted to replace metal roofing with shingles and approved.)
- 1---Extending the roof line of existing storage shed beyond the allowed size.
- 1---Storage shed that exceeds the allowed size.
- 1---Wooden bench hanging from a rope tied to a tree in the front yard. (Not esthetically pleasing.)
- 1---Installing a planter box with the use of river rock, etc. in the front yard. (Additional description requested.)
- 1---Two (2) pieces of wood (2"x 4") laying across end of driveway.

The 37 approvals were for:

- 6---Replacing roof shingles on house.
- 6---Solar panels on house.
- 5---Xeriscaping/ landscaping the front yard.
- 3---Wooden deck behind the house.
- 2---Repainting the house and other extremities.
- 2---Cover over existing patio.
- 2---Fence extension within five (5') feet of the front corner of the house.
- 2---Fence staining.
- 2---Child's wooden play set behind the house.
- 1---Replace wooden fence posts with galvanized steel posts.

1---Storage shed behind the house.

1---Security lights on front of house.

1---Enclose one (1) side of covered patio.

1---Extend existing covered patio and enclose the entire patio with a fireplace.

1---Overlay existing pool patio with quartz and a limestone product.

1---Wooden (small) dog house behind the house.

NOTE: Thirteen (13) of the forty three (43) applications are from homeowners who failed to request prior ARC approval. These numbers include those that were found during Property Resale inspections.

Gene Hopkins

Chair, Architectural Review Committee

10:41 AM
01/15/16
Accrual Basis

Villages of Westcreek Owners Association
Balance Sheet
As of December 31, 2015

	Dec 31, 15
ASSETS	
Current Assets	
Checking/Savings	
Due From Bank	-90.00
1010 · Operating Accounts	199,374.49
1011 · Reserve Accounts	455,059.84
Total Checking/Savings	654,344.33
Accounts Receivable	
1020 · Accounts Receivable	-86,835.85
Total Accounts Receivable	-86,835.85
Other Current Assets	
1021 · Interest Receivabl	34.19
1030 · Other Current Assets	40,103.97
1040 · Undeposited Funds	-326.14
1071 · Allowance For Doubtful A...	-18,000.00
Total Other Current Assets	21,812.02
Total Current Assets	589,320.50
Fixed Assets	
1050 · Fixed Assets	-158,884.15
1056 · Community Center^	2021505.24
1057 · Community Center Furniture	18,841.84
1058 · Software	4,673.91
1059 · Vehicle	22,996.00
Total Fixed Assets	1909132.84
Other Assets	
1037 · Chase CD	2,676.43
1190 · Prepaid Expense	20,962.50
Total Other Assets	23,638.93
TOTAL ASSETS	2522092.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	8,513.38
Total Accounts Payable	8,513.38
Credit Cards	
2040 · Credit Card	739.41
Total Credit Cards	739.41
Other Current Liabilities	
2020 · Other Current Liabilities	25,725.94
2100 · Payroll Liabilities	2,580.15
Total Other Current Liabilities	28,306.09
Total Current Liabilities	37,558.88
Long Term Liabilities	
2200 · Long Term Notes Payable	976,396.77
Total Long Term Liabilities	976,396.77
Total Liabilities	1013955.65
Equity	
3000 · Fund Balance	1284410.67
Net Income	223,635.95
Total Equity	1508046.62
TOTAL LIABILITIES & EQUITY	2522002.27

10:41 AM
01/15/16
Cash Basis

Villages of Westcreek Owners Association

Balance Sheet

As of December 31, 2015

	<u>Dec 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
Due From Bank	-90.00
1010 · Operating Accounts	199,374.49
1011 · Reserve Accounts	455,059.84
Total Checking/Savings	654,344.33
Accounts Receivable	
1020 · Accounts Receivable	-147,332.91
Total Accounts Receivable	-147,332.91
Other Current Assets	
1021 · Interest Receivabl	34.19
1030 · Other Current Assets	40,103.97
1040 · Undeposited Funds	-326.14
1071 · Allowance For Doubtful A...	-18,000.00
Total Other Current Assets	21,812.02
Total Current Assets	528,823.44
Fixed Assets	
1050 · Fixed Assets	-158,884.15
1056 · Community Center^	2021505.24
1057 · Community Center Furniture	18,841.84
1058 · Software	4,673.91
1059 · Vehicle	22,996.00
Total Fixed Assets	1909132.84
Other Assets	
1037 · Chase CD	2,676.43
1190 · Prepaid Expense	20,962.50
Total Other Assets	23,638.93
TOTAL ASSETS	<u>2461595.21</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2040 · Credit Card	739.41
Total Credit Cards	739.41
Other Current Liabilities	
2020 · Other Current Liabilities	25,725.94
2100 · Payroll Liabilities	2,580.15
Total Other Current Liabilities	28,306.09
Total Current Liabilities	29,045.50
Long Term Liabilities	
2200 · Long Term Notes Payable	976,396.77
Total Long Term Liabilities	976,396.77
Total Liabilities	1005442.27
Equity	
2031 · Retained Earnings	-53,919.99
3000 · Fund Balance	1284410.67
Net Income	225,662.26
Total Equity	1456152.94
TOTAL LIABILITIES & EQUITY	<u>2461595.21</u>

10:25 AM

01/15/16

Cash Basis

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
 January through December 2015

Ordinary Income/Expense	Jan - Dec 15	Budget	\$ Over Bud...	% of Budget
Income				
4150 · Miscellaneous Income	923.21	500.00	423.21	184.6%
4170 · Program Fees	63,993.22	53,100.00	10,893.22	120.5%
4180 · Swim Team	0.00	750.00	-750.00	0.0%
4181 · Wahoo Swim Team	490.00			
4190 · Reimbursed Expenses	0.00	2,000.00	-2,000.00	0.0%
5000 · Revenue	1,056,177.76	1,028,028.00	28,149.76	102.7%
5100 · Newsletter Advertisement	0.00	100.00	-100.00	0.0%
5200 · Rumage/Yard Sales	6,525.00	5,000.00	1,525.00	130.5%
5400 · Pavilion Rental	7,055.00	6,000.00	1,055.00	117.6%
5600 · Fence Repair Reimburse...	100.00			
5800 · Community Center	35,332.50	15,500.00	19,832.50	228.0%
5900 · Concession Stand	871.26	4,000.00	-3,128.74	21.8%
Total Income	1,171,467.95	1,114,978.00	56,489.95	105.1%
Gross Profit	1,171,467.95	1,114,978.00	56,489.95	105.1%
Expense				
8000 · Operating Expenses	312,118.86	290,110.00	22,008.86	107.6%
8200 · Administration	522,319.48	544,635.00	-22,315.52	95.9%
8300 · Maintenance	22,097.32	29,500.00	-7,402.68	74.9%
8400 · Recreation Department	132,035.73	163,500.00	-31,464.27	80.8%
8500 · Misc. & Contingency	1,400.93	8,500.00	-7,099.07	16.5%
8980 · Depreciation Expense	27,500.00			
Total Expense	1,017,472.32	1,036,245.00	-18,772.68	98.2%
Net Ordinary Income	153,995.63	78,733.00	75,262.63	195.6%
Net Income	153,995.63	78,733.00	75,262.63	195.6%

Villages of Westcreek Owners Association

1/21/2016 11:48 AM

Register: 1011 · Reserve Accounts:1011.8 · Mutual of Omaha-Imp (1127)

From 01/01/2015 through 12/31/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/31/2015			5000 · Revenue:5040 · ...	Interest		X	22.05	129,821.38
02/25/2015	37420		1010 · Operating Acco...			X	12,500.01	142,321.39
02/28/2015			5000 · Revenue:5040 · ...	Interest		X	19.92	142,341.31
03/31/2015			5000 · Revenue:5040 · ...	Interest		X	24.04	142,365.35
04/30/2015			5000 · Revenue:5040 · ...	Interest		X	23.40	142,388.75
05/19/2015	37721		1010 · Operating Acco...			X	12,500.01	154,888.76
05/31/2015			5000 · Revenue:5040 · ...	Interest		X	24.87	154,913.63
06/19/2015	1025	Property Advanceme...	9900 · Reserved Funds...		5,750.00	X		149,163.63
06/30/2015			5000 · Revenue:5040 · ...	Interest		X	25.24	149,188.87
07/31/2015			5000 · Revenue:5040 · ...	Interest		X	25.34	149,214.21
08/17/2015	1026	Jamie Esquivel	9900 · Reserved Funds...		4,092.98	X		145,121.23
08/20/2015	37764		1010 · Operating Acco...			X	12,500.00	157,621.23
08/31/2015			5000 · Revenue:5040 · ...	Interest		X	25.51	157,646.74
08/31/2015	1028	Jamie Esquivel	9900 · Reserved Funds...		4,092.97	X		153,553.77
09/25/2015	1027	Property Advanceme...	9900 · Reserved Funds...		2,241.39	X		151,312.38
09/30/2015			5000 · Revenue:5040 · ...	Interest		X	25.24	151,337.62
10/31/2015			5000 · Revenue:5040 · ...	Interest		X	26.03	151,363.65
11/30/2015			5000 · Revenue:5040 · ...	Interest		X	24.88	151,388.53
12/15/2015	38226		1010 · Operating Acco...				12,499.98	163,888.51

Villages of Westcreek Owners Association

1/21/2016 11:48 AM

Register: 1011 · Reserve Accounts:1011.7 · Mutual Of Omaha Repair & Replac

From 01/01/2015 through 12/31/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/31/2015			5000 · Revenue:5040 · ...	Interest		X	22.08	128,852.47
02/25/2015	37422		1010 · Operating Acco...			X	23,750.01	152,602.48
02/25/2015	37421		1010 · Operating Acco...			X		152,602.48
02/28/2015			5000 · Revenue:5040 · ...	Interest		X	19.77	152,622.25
03/10/2015	1060		1010 · Operating Acco...	Reimburse ac f...	1,145.49	X		151,476.76
03/27/2015	1061		1010 · Operating Acco...	Gametime- Tot ...	1,299.66	X		150,177.10
03/27/2015		Intuit	9900 · Reserved Funds...	quickbooks up...	3,571.17	X		146,605.93
03/31/2015			5000 · Revenue:5040 · ...	Interest		X	25.43	146,631.36
04/30/2015			5000 · Revenue:5040 · ...	Interest		X	24.10	146,655.46
05/19/2015	37720		1010 · Operating Acco...			X	23,750.01	170,405.47
05/31/2015			5000 · Revenue:5040 · ...	Interest		X	26.21	170,431.68
06/30/2015			5000 · Revenue:5040 · ...	Interest		X	28.02	170,459.70
07/21/2015	1062	Jamie Esquivel	9900 · Reserved Funds...		3,768.15	X		166,691.55
07/23/2015	1063	JJK Security Enterpri...	9900 · Reserved Funds...		2,100.00	X		164,591.55
07/27/2015	1064	Jamie Esquivel	9900 · Reserved Funds...		3,768.14	X		160,823.41
07/30/2015	1065	JJK Security Enterpri...	9900 · Reserved Funds...		2,100.00	X		158,723.41
07/31/2015			5000 · Revenue:5040 · ...	Interest		X	28.62	158,752.03
08/05/2015	1066	Coastal Plains Sales ...	9900 · Reserved Funds...		6,690.00	X		152,062.03
08/20/2015	37765		1010 · Operating Acco...			X	23,750.00	175,812.03
08/20/2015	1067	Jamie Esquivel	9900 · Reserved Funds...		1,949.04	X		173,862.99
08/31/2015			5000 · Revenue:5040 · ...	Interest		X	27.10	173,890.09
09/30/2015			5000 · Revenue:5040 · ...	Interest		X	28.58	173,918.67
09/30/2015	1068	Jamie Esquivel	9900 · Reserved Funds...		300.00	X		173,618.67
09/30/2015	1069	Stone & Soil Depot, ...	9900 · Reserved Funds...		928.84	X		172,689.83
10/07/2015	1070		1010 · Operating Acco...	Reimburse Ope...	400.53	X		172,289.30
10/07/2015	1071	Stone & Soil Depot, ...	9900 · Reserved Funds...		928.84	X		171,360.46
10/07/2015	1072	Jamie Esquivel	9900 · Reserved Funds...		1,299.36	X		170,061.10
10/13/2015	1073	Arrow Key Service	9900 · Reserved Funds...		202.35	X		169,858.75
10/14/2015	1074	Stone & Soil Depot, ...	9900 · Reserved Funds...		2,903.29	X		166,955.46
10/31/2015			5000 · Revenue:5040 · ...	Interest		X	28.90	166,984.36
11/30/2015			5000 · Revenue:5040 · ...	Interest		X	27.45	167,011.81
12/15/2015	38227		1010 · Operating Acco...				23,749.98	190,761.79

Villages of Westcreek Owners Association

1/21/2016 11:48 AM

Register: 1011 · Reserve Accounts:1011.9 · Mutual of Omaha MM Rep & Repla

From 01/01/2015 through 12/31/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.77	100,271.88
02/28/2015			5000 · Revenue:5040 · ...	Interest		X	11.53	100,283.41
03/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.77	100,296.18
04/30/2015			5000 · Revenue:5040 · ...	Interest		X	12.36	100,308.54
05/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.77	100,321.31
06/30/2015			5000 · Revenue:5040 · ...	Interest		X	12.36	100,333.67
07/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.78	100,346.45
08/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.78	100,359.23
09/30/2015			5000 · Revenue:5040 · ...	Interest		X	12.37	100,371.60
10/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.78	100,384.38
11/30/2015			5000 · Revenue:5040 · ...	Interest		X	12.37	100,396.75
12/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.79	100,409.54

January 14, 2016 Safety Committee Meeting

The first meeting of this year was called to order at 6:03 PM. Because of the low attendance at this meeting, we only undertook a brainstorming session to help determine the direction for this committee for the upcoming year.

Proposed items to investigate were:

- *increase membership
- *set up a neighborhood watch
- *have "Dog Watchers Watch" group
- * check into "Citizens on Patrol"
- *improve safety in park
- *help again with National Night Out

Items of safety concern voiced were:

- *fence pillars leaning to a dangerous degree on Potranco
- *speed of cars and other safety issues for Sage Run

The meeting adjourned at 6:31PM.

SUBJECT: Sports Park Committee Minutes

DATE: December 9, 2015

Meeting began at 6:00 PM.

Committee Members in attendance: Steve Zajchowski, Guy Oliver, Joyce Oliver, Gene Hopkins & Vernell Johnson

Chair: Steve Zajchowski

Updates:

- 1. Bids have been accepted for repairing the basketball court fencing.**
- 2. Bids have been accepted for repairing the tennis courts.**
- 3. Bids are still pending for an Architect's proposed design of an additional toilet facility in the Sports Park.**
- 4. Bids are still pending for qualified electricians to install Pole lighting to cover the Walking Trail in the Sports Park.**
- 5. Installing cameras in the Sports Park is still pending.**
- 6. Installing two (2) sets of horseshoe pits behind the Community Center's swimming pool is still pending.**

The following items were recommended for Board approval in the November 10, 2015 and remain in priority order:

- 1. Install pole lighting to cover the Park's East and Southeast paved parking lot.**
- 2. Update the rules that are displayed on the basketball court fencing and the sign inside Park's Pool area. Additionally, provide a sign at the Community Center's pool displaying the pool rules.**
- 3. Clearly identify 6 to 8 Handicap Parking spots in the Park's paved parking lot .**
- 4. Install at least two (2) stadium lights to cover the Soccer Field. (They must be located to prevent shining towards the residential properties in the Gardens.)**
- 5. After the new toilet facility is completed in the Park, the following improvements are recommended:**
 - a. Overlay the Park's overload parking lot.**
 - b. To comply with the ADA, provide an asphalt walkway from the Park's: (1) overload parking lot to the Pavilion; (2) paved parking lot to the Pavilion; and (3) paved parking lot to the new toilet facility.**
 - c. Purchase new picnic tables, benches, BBQ grill and trash receptacles.**

Request Board's approval to fill in the pot holes in the Park's paved parking lot.

These Minutes will be provided to the Board of Directors for their review and discussion at the January 21, 2016 Board meeting.

**Gene Hopkins
Secretary**

SUBJECT: Sports Park Committee Minutes

DATE: January 13, 2016

Meeting began at 6:00 PM.

Committee Members in attendance: Guy Oliver, Gene Hopkins & Vernell Johnson

Chair: Absent

- 1. The contents of last month's Report are still outstanding.**
- 2. No new issues were presented to the Committee Members.**

These Minutes will be provided to the Board of Directors for their review and discussion at the January 21, 2016 Board meeting.

**Gene Hopkins
Secretary**

VWOA Ad Hoc Fence Committee Minutes: Meeting Held On 11/23/2015

Meeting Time: 6:00 PM – 7:40 PM

Attendees:

Francis Lomax (Chairperson)	Maribelle Serna-Hewitt
Guy Oliver	Joyce Oliver
Roger Torres	

Contact List

No changes were made to the contact list.

Review of Previous Meeting Minutes

The previous meeting (10/19/2015) minutes was accepted with no additional changes.

Results of Research on Fences and Costs

1. Rick Severs was unable to attend this meeting. We will look forward to his update at the next meeting.
2. Roger Torres reported on two items:
 - a. He researched straightening the leaning brick columns. He consulted with BC Builds Texas located in San Antonio. He explained the procedures that they would use. To straighten the columns, they would: brace columns with 2x4's to prevent breakage while straightening; trench around the existing base; straighten columns; place rebar as needed and pour concrete to form new footing. He obtained estimated costs from BC Builds Texas.
 - b. He also researched wooden fences from BC Builds Texas. They recommended pressure treated wood. They also recommended that the fence be painted instead of stained. They recommended using screws instead of nails. These features would greatly reduce the long-term maintenance costs of the fences. They provided estimated costs for 100 feet of fencing.
3. The committee chose the proposed AF2 grading system for evaluating the comparison features of the fence products. This consists of the following 13 discrete values:
A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F+, F.
These will be normalized into numerical values in the range of 0 to 1 where A=1 and F=0.

VWOA Ad Hoc Fence Committee Minutes: Meeting Held On 11/23/2015

4. We reviewed the proposed features that we will use to compare the different vendor/products. The final 14 features that will be used for the comparisons are:

1. Advantages of their material (such as sun fading resistance, wind damage resistance, rodent damage resistance, noise reduction, etc.)
2. Expected longevity of the fence.
3. Capabilities to support gates (Size limitations, etc.)
4. Cost, time periods, and covered items of warranties.
5. Ease of repairing a section of fence.
6. Ease of maintenance.
7. Ease of adapting to current VWOA issues (such as interfacing to our existing brick columns, accommodating existing trees coming through our existing fence, etc.).
8. Resistance to graffiti or ease of removal.
9. Time required installing 100 feet of fence.
10. Process of installation; such as temporary fencing and coordination with homeowners whose fences will be replaced.
11. Cost of materials and shipping only for an 8 foot high fence extending 100 feet(fence material, posts, etc. and including cost of delivery to the VWOA, 12395 Military Dr. West, San Antonio TX).
12. Cost of installing 100 feet of fencing.
13. Cost of removal and disposal of 100 feet of the old fencing materials.
14. Miscellaneous considerations such as years in business, BBB rating, etc.

VWOA Ad Hoc Fence Committee Minutes: Meeting Held On 11/23/2015

5. Francis Lomax did some research on the Sound Transmission Class. This is an integer rating of how well a building partition attenuates airborne sound. Some of the fence vendors have had their product tested and provide a rating in their documentation. According to Wikipedia, the STC number is derived from sound attenuation values tested at sixteen standard frequencies from 125 Hz to 4000 Hz. These Transmission Loss values are then plotted on a sound pressure level graph and the resulting curve is compared to a standard reference contour. Acoustical engineers fit these values to the appropriate TL Curve (or Transmission Loss) to determine an STC rating. The measurement is accurate for speech sounds, but must less so for amplified music, mechanical equipment noise, transportation noise, or any sound with substantial low-frequency energy below 125 Hz. Here is a chart to get a feel for the numbers:

STC	What can be heard
25	Normal speech can be understood quite easily and distinctly through wall
30	Loud speech can be understood fairly well, normal speech heard but not understood
35	Loud speech audible but not intelligible
40	Onset of "privacy"
42	Loud speech audible as a murmur
45	Loud speech not audible; 90% of statistical population not annoyed
50	Very loud sounds such as musical instruments or a stereo can be faintly heard; 99% of population not annoyed.
60+	Superior soundproofing; most sounds inaudible.

Thus, in the case of our fence comparisons, STC number may be somewhat useful in comparing different types of fences. However, we should not attempt to conclude how the sounds from street noise will actually be attenuated. This is because numerous other items are involved which are outside the test parameters used in the test environment. For example, much of the road noise is below the 125 Hz frequency.

Items for Next Meeting

Rick Servers volunteered to research what types of lights might be available to cap off our brick columns.

Francis Lomax will get updated estimates from fence vendors for 100 feet of fence. He will also complete the spreadsheet for the committee's grading of the various fence comparisons.

Next Meeting:

We have scheduled the next meeting at 6:00 PM on Monday 1/4/2016.

VWOA Ad Hoc Fence Committee Meeting Agenda

Monday, 6:00 PM, 01/04/2016 @ Community Center

- **Review Previous Minutes**

- **Contact List Updates**

- **Results of Research on Fences and Costs.**
 1. Rick Severs: Research on lights to cap off brick columns.
 2. Francis Lomax: Latest info for comparisons.

- **New Business or Items for Next Meeting**

Schedule meeting for final review and discussions of fence recommendations and evaluation process for the recommendations.

VWOA Ad Hoc Fence Committee Minutes: Meeting Held On 01/04/2016

Meeting Time: 6:00 PM – 7:05 PM

Attendees:

Francis Lomax (Chairperson)	Maribelle Serna-Hewitt
Barb Hopkins	Gene Hopkins
Roger Torres	Sylvia Mennel
Rick Severs	

Contact List

No changes were made to the contact list.

Review of Previous Meeting Minutes

The previous meeting (11/23/2015) minutes was accepted with no additional changes.

Results of Research on Fences and Costs

1. Rick Severs lead the discussion on his **research on fence lighting**. It appears that since the installation of underground electric service for the fencing would be very expensive, we should focus on a solar/battery powered solution. He provided information from the following websites:

http://www.lampsplus.com/products/s_fence-landscape-lighting/?s=1
http://www.lampsplus.com/products/outdoor-lighting/usage_post-light/
http://www.comforthouse.com/solarlights2.html

The least expensive solar light cap for our existing fence columns appeared to be around \$60. Lights on poles cost around \$189 to \$400 each. Thus, it would be a significant cost to implement either solution. Also, if San Antonio decides to annex our association, they would be required to install street lighting. Thus, the fence committee did not recommend installing lights on the columns at this time. Thanks to Mr. Severs for his research on this.

2. I have received updates for the 14 items that the committee decided to use to compare the various fence types. We have information for comparing the following types of fences: Wood, Vinyl, Polyethylene, Interlocking Mortarless Concrete Blocks, and Precast Concrete.

VWOA Ad Hoc Fence Committee Minutes: Meeting Held On 01/04/2016

Items for Next Meeting

We discussed the evaluation process for the comparisons for the different fences. We discussed the sensitive nature of the estimated costs from the different vendors. The chairman will forward a pdf copy of the Evaluation Forms to each person listed on our Ad Hoc Fence Committee roster at least two weeks before our next meeting. This will include all items except for the three items involving cost estimates. The forms are designed so that we can easily compare the responses from the six vendors for each individual item. The chairman will also prepare a book and folder containing the background information and brochures provided by the various vendors. This will be provided to Sylvia Mennel in the VWOA office. Anyone who wishes to review the material prior to the Evaluation Meeting may contact her at the VWOA office to review the material.

Next Meeting:

We have scheduled the next meeting at **6:00 PM on Monday 2/1/2016**. This will be our **Evaluation Meeting** where we review the features from each of the vendors and fill out our evaluation forms.

We will have an **Evaluation Review Meeting** the following **Monday 2/8/2016 at 6:00 PM**. Each voter will be able to verify that their grades were recorded in the evaluation spreadsheet correctly. We will also see the evaluation results for each vendor prior to us forwarding them to the Board of Directors.

Villages of Westcreek Basketball Program

Begin with WC residents only, to allow building of program. This will allow us the ability to build a program, and ensure we have an established sport once pipeline construction begins and fields are not accessible

~ Signs out to request coaches, Jan 25th thru Feb 7th

~ Coach Seminar Feb 20th

~ Registration approximately Feb 8th through Feb 26th

~ Season is 9 weeks/9 games ~ Begin approximately 14 March, ends approximately 14 May

~ Fee: **\$50** per player, **\$40** for volunteer coaches children * Price includes Jersey and Medal

~ Officials: **2 per game** recommended @ **\$38 per game**

Income: \$5,880

(Registrations, ~ Based on approx. 120 players / 12 teams, approx 12 @\$40, & 108 @\$50)

Expense: \$4,466

(Refs, 54 games @\$38 per game: \$2,052 / Jerseys approx. \$11.50 each = \$1,380 / 24 Balls @ \$15 each: \$360 / Score Board-Clock: \$400 / Medals: \$274

Teams: All will be coed. 3 age divisions, ages 7-16 (may incorporate younger age groups next season**)**

7-9 year olds – Play full court, basket height is 10', 5v5, team min 7, max 10 players

10-12 year olds – Play full court, basket height is 10', 5v5, team min 7, max 10 players

13-16 year olds - Play full court, basket height is 10', 5v5, team min 7, max 10 players

Practice - Mon thru Thurs: (based on approx. 4 teams in each age division)

7-9 year olds, Monday 5, 6 & 7, Thurs 5

10-12 year olds, Tuesday 5, 6 & 7, Thurs 6

13-16 year olds, Wednesday 5, 6 & 7, Thurs 7

GAMES: Saturdays (approx. 54 games in season)

8 a.m. ~ 7-9 year olds

9 a.m. ~ 10-12 year olds

10 a.m. ~ 13-16 year olds

11 a.m. ~ 7-9 year olds

12 p.m. ~ 10-12 year olds

1 p.m. ~ 13-16 year olds

Open Play for Homeowners:

~ M-F 8 a.m. to 5 p.m. and again from 8-10 p.m.

~ All day Friday

~ Saturdays 2-10 p.m.

~ All day Sunday