



The Villages of Westcreek Owners' Association, Inc. Est. 1994

Regular Board of Directors Meeting Agenda
Thursday, 7 PM, January 15, 2015 @ Community Center
Additional business may be conducted depending upon time

- **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
 - Community Management Department
 - Architectural Review Committee
 - Standards review/update Committee
 - Finance Committee
 - Landscaping Committee
 - Nominating Committee
 - Communications Committee
 - Public Safety Committee
 - Sports Park Committee
 - Sports Committee
 - Strategic Planning Committee
 - Assessments collected in the 4th quarter: \$290,290.91 and total amount uncollected for 2014: \$69,571.43.
- **Unfinished Business**
 - Status of sidewalk at Saxon Hill and Military Dr., West. **OPEN**
 - Fire Station. **OPEN**
 - Bushes/trees to block view of Barb wire fencing (Point Breeze). **OPEN**
 - Purchase of equipment for tot lot 2 to 5-year-old. **OPEN**
 - Restrooms for Sports Park. **OPEN**
 - Brick column on Westcreek View. **TABLED**
 - Cleanup of three privately owned lots in Highpoint. **OPEN**
 - Helotes Weekly (by Express News) **OPEN**
 - Community Center refinancing. **CLOSED.**
 - Community Center pool deck repair. **CLOSED.**
 - Website improvements. **OPEN**
 - Resurfacing Community Center pool. **CLOSED.**
- 6. **Executive/Emergency Session Results**
 - Report of Foreclosures \$
 - Report of Release of Liens \$849.60, \$797.12, 839.66, \$927.74
 - Report of Lien Filings \$1069.40, \$918.27, \$585.75, \$912.50
 - Notice of Trustee's Sale \$
 - The board approved the loan modification with Community National Bank. The loan modification reduced the interest rate on the loan to 4.5%. The cost of this loan modification was \$200. The board voted unanimously to approve.
 - Kevin Drummonds made a motion that all contractors be treated equally (i.e. They are either all given opportunity for storage space or none are given opportunity for storage space). The motion was seconded by Kenneth Fowler. The motion carried 4 to 1 with Anthony Hoffman opposed.
 - Status of complaints.
- 7. **New Business**
 - City Annexation
 - Ways to increase storage at the Community Center.
 - Ott End of year picnic
 - Letter regarding off-site practice
 - Youth Sports Sponsorship letter
 - Request from Sports, Sports Park and Recreation Dept. for a separate banking account for Sports program
- 8. **Schedule next monthly meeting**
- 9. **Adjournment.**

Regular Meeting of the Board of Directors
Thursday, November 6, 2014

I. Open Meeting: The Regular Meeting of the Board of Directors was called to order by the President, at 7:02 PM on Thursday, November 6 2014. The purpose of the meeting was to conduct regular business as identified in the pre-announced agenda. Following the Pledge of Allegiance the meeting minutes for the meeting of October 16, 2014 were reviewed and approved unanimously by the Board members present. The motion was made by Kenneth Fowler seconded by Ismael Padilla

Board members present:

Kevin Drummonds, President
Kenneth Fowler, Vice President
Ismael Padilla, Assistant Secretary

Guy Oliver, Secretary
Anthony Hoffman, Treasurer

Board Members Absent: None

Staff present:

Jennifer Bell, Community Manager
Sylvia Mennel, Assistant Community Manager
Melynda Porter, Administrative Superintendent
Adrian Suttles, Superintendent of Standards
Nancy Griffin, Superintendent Parks and Recreation

Members Present:

Jean Woodward
Joyce Oliver
Eugene Hopkins

Bill Fenstermacher
Barbara Hopkins
Nick Giardino

David Pater
Francis Lomax
Randy Magee

Guests Present: None

II. Open Forum:

Mr. Drummonds moved to suspend all normal business and deal only with the 2015 proposed budget. The motion was seconded by Guy Oliver. The motion passed unanimously.

Mr. Drummonds also announced that \$33,263 in past due assessments had been collected.

III. Committee/Department Reports:

- Recreation Department. A written report was provided and is attached to these minutes
- Maintenance Department. A written report was provided and is attached to these minutes.
- Standards Department. A written report was provided and is attached to these minutes.
- Community Management Department. A written report was provided and is attached to these minutes. Mrs. Bell gave the managers' report and financial report.
- Architectural Review Committee. A written report was provided and is attached to these minutes.
- Standards Review/Update Committee
- Finance Committee. The Treasurer, Mr. Hoffman, presented the 2015 budget
- Landscaping Committee. The Chairperson was not present and no written report was provided.
- Nominating Committee. This standing committee had no business during this period.
- Communications Committee.
- Public Safety Committee.

- Sports and Park Committee. .
- Sports Sub-Committee. No report.
- Strategic Planning Committee.
- Assessments collected: \$_____ and total amount past due: \$_____.

IV. Unfinished Business: Suspended for this Meeting

- Status of sidewalk at Saxon Hill and Military Dr., West. Still waiting on Bexar County budget to be approved. **OPEN**
- Fire Station. Pending action by the ESD#2 Board. Mrs. Bell stated that she had heard that the ESD Board wanted to put the station on the other side of the Community Center; however, no official word had been received. **OPEN**
- Bushes/trees to block view of barb wire fencing (Point Breeze). Waiting on recommendations from landscaping committee and staff. **OPEN**
- Purchase of equipment for tot lot 2 to 5-year-olds. A motion was made by Guy Oliver to approve the two toys submitted by the Sports Park Committee and their installation at a cost not to exceed \$5000. The motion was seconded by Kenneth Fowler and the motion passed unanimously **OPEN**
- Restrooms for Sports Park. Previously sent back to Committee. The Assistant Community Manager, Mrs. Menell, has requested RFPs from architects and design build firms. Only one response has been received to date. **OPEN**
- f. Brick column on Westcreek view. A certified letter was sent to the Homeowner and they are working with their insurance company. **TABLED**
- g. Cleanup of three privately owned lots in Highpoint. The Standards Superintendent, Mrs. Suttles, stated that the Owners had been contacted and the lots had already been mowed—at least up front. The other issues were being worked with the Owners. **OPEN**
- h. Concession stand attendant and food truck. This issue was solved by hiring a temporary attendant and getting food trucks for this season. We will see how this goes and take action as necessary in the future. **CLOSED**
- i. Helotes Weekly (by Express News) Members were asked to call the Express News and ask to have it stopped and potentially cancel their subscriptions if action is not taken. **OPEN**
- j. Community Center refinancing (6.25% pmt of \$ 11,922.70 – we pay \$ 14,000). Two years ago the bank lowered our interest rate to 6.25% at our request. Mr. Hoffman is looking into getting a lower interest rate from Randolph Brooks Federal Credit Union and the staff is working with our current lender. **OPEN**
- k. Holiday office hours. Staff has presented the Board with a holiday schedule and the Board approved it by electronic vote. The schedule is posted on line. **CLOSED**
- l. Community Center pool deck repair The Board approved the Encore Coatings for the pool deck at the Community Center pool. The cost is \$7,848.75 for materials and J&J Construction will apply the product for a cost of \$3200.00. The application cost was bidded at the same time we accomplished the Sports Park pool and it was determined that J&J Construction was the best value. **OPEN**
- m. Website improvements. The Board approved changes to the website in the amount of \$2200 at last months' meeting. This action will left open until the changes are complete. **OPEN**

V. Executive/Emergency Session Results Suspended for This Meeting

- **Report of Foreclosures: None**
- **Report of Release of Liens \$334.48**
- **Report of Lien Filings \$78.00 \$357.39 \$340.19 \$359.16**
- **Notice of Trustee's Sale None**

- The Board unanimously approved the estimate from Pool House to resurface the Community Center pool. The cost of approximately \$20,610 plus tax

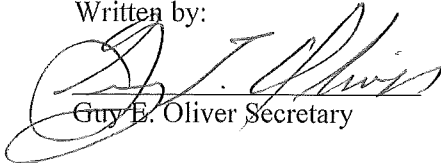
VI. New Business

The 2015 budget was presented and discussed line by line. The 2015 budget without an increase in assessments was presented and would have meant a reduction in the amount placed in reserves. An increase in the amount of the assessments by 5% or four dollars per quarter was discussed which would allow us to continue funding the reserves at the same rate. Mr. Hoffman and the majority of the board thought that we should continue to fund the reserves at the same rate. Kenneth Fowler moved that the assessments be raised by 5% (four dollars a quarter). The motion was seconded by Guy Oliver. The motion carried 4 to 1 Mr. Hoffman was opposed

VII. THE NEXT MEETING: Mr. Hoffman moved that the December meeting be canceled. The motion was seconded by Ismael Padilla. The motion carried 4 to 1 Kevin Drummonds was opposed.

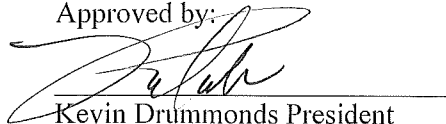
VIII. Adjournment: There being no further business before the Board, the meeting was adjourned at 9:20PM

Written by:


Guy E. Oliver Secretary

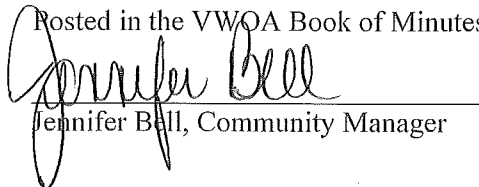
Date 1/15/2015

Approved by:


Kevin Drummonds President

Date 1/15/2015

Posted in the VWOA Book of Minutes by:


Jennifer Bell, Community Manager

Date 1/21/2015

Parks and Recreation –January 2015

Board Report

Current Programs/Classes

- a. SMASHDANCE- Zumba Fitness is offered each Monday and Wednesday at 7:30 pm
- b. Body Bootcamp- Tue & Thur 7:30pm
- c. Cardio Dance- Wed 6:30 pm
- d. Kickboxing- Mon 6:30pm
- e. Pilates / Yoga – Wed 7:30 pm

Past Events:

- a. Spring Soccer Registration Began – Jan 5, 2015
- b. Angel Tree Adoptions – over 50 residents adopted Angels
- c. Holiday Lighting Contest

Future Community Events:

- a. Super Soccer Saturday – Jan. 17, 2015
- b. Mardi Gras – Saturday, Feb. 14, 2015
- c. Meet & Greet – Saturday, Feb. 28, 2015
- d. Easter Egg Hunt – Saturday, Mar. 28, 2015

J & J CONSTRUCTION

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

Jamiejjconst@aol.com

December Maintenance Report.

Daily tasks:

- * All mowing is always done on a weekly schedule, and we do not deviate from it, only on an emergency basis. We have to maintain our schedule because the subdivision is so large.
- * Pick up trash along main road ways and walk around Community Center
- * Check swimming pool for leaks and corrossions
- * Clean and hose down sidewalks around building

Mowing:

- * Mow all needed areas, and trim along fence lines and curbs
- * Spraying herbicide for weeds
- * We have had some rain, so weeds have been heavy throughout, but we have been working diligently to.
- * The medians in front of the Community Center continue to not be maintained by the contractor or Bexar County, so we continue tend them as needed.

Land:

- *Daily trash pick-up and inspection of property for hazards
- *Cutting and shredding all new accumulated right of ways
- * Removed graffiti from drainage ditch and fences
- * Mending fences that are damaged as needed
- * Installed Christmas lighting on the clock tower and front monument
- * Installed Christmas lighting on Community Center
- * Worked on lights at monuments
- * Reserves- Repaired bubblers and irrigation lines after being vandalized
- * SP irrigation valve and main line repaired

Park:

- * Mowing all needed areas and along the creek.
- * Inspecting existing park fixtures.
- * Addressing vandalism as it is discovered
- * Blowing rocks in tot lot on a daily base

Community Center:

- * Maintain the centers exterior grounds.
- * Pruning all flower beds as necessary
- * Additional 16 work orders for building and monuments conservation

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 2014

January 15, 2015

TOPICS	ACTION AND/OR NOTES	STATUS	
ARC Committee Membership:	The ARC is staffed with five (5) community residents who volunteer their time on a weekly basis.	Info	
Property Improvement Applications (PIA): (see ARC Committees' report)	Submitted to ARC: Approved: Disapproved:	25 22 3	88% 12%
Staffing/Personnel:	Staffed with five (5) part time Standards Monitors.	Info	
		Number	Pct. +/-
Standards Violations Documented:	Violations of our standards were noted this month:	128	-23%
	Violations of our standards were noted last month:	167	
		-39	
		Number	Pct. +/-
Personal Contact:	This Month:	12	-50%
	Last Month:	24	
	Increase / Decrease from last month:	-12	
		Number	Pct. +/-
Thank You Notices:	This Month:	86	4%
	Last Month:	83	
	Increase / Decrease from last month:	3	
		Number	
Re-Sale Inspections:	This Month:	8	
	Last Month:	7	
	Increase / Decrease from last month:	1	
		Number	
Yard/Garage Sales:	This Month:	26	
	Last Month:	37	
	Increase / Decrease from last month:	-11	

PROJECT MANAGEMENT

PUBLIC SAFETY REPORT

Graffiti reported: None

Crime reported:	Highpoint~Monument lights vandalized	12/1/2014
	Reserve~Sprinkler system bubblers vandalized	12/1/2014
	Highpoint~Several (at least 3) vehicles propped up by neighbors landscape bricks, all tires removed and stolen while parked over night	12/5/2014
	Highpoint~Point Pass~Wires for lights to monument pulled out	12/7/2014
	Forest~Altamonte Oaks~Screen to window was damaged during an attempt to be pried open	12/10/2014
	Pointe~Ivy Chase~Vehicle broken into, insurance card and vehicle registration stolen	12/14/2014
	Estates~Creek Knoll~Boards along Westcreek Oaks being used to prop up fence while doing repairs were stolen	12/14/2014
	Woods~Blackbridge~Truck in street jacked up and all 4 tires removed	12/17/2014
	Vistas~Texas Mulberry~Blow up decorations stolen from yards	12/19/2014
	Highpoint~Point Springs~All 4 tires removed & stolen from truck parked in driveway	12/21/2014



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

Administrative Board Report-15 January 2015

Collections Break Down for 2014

In 2014, 291 TPC letter were sent out.

Total release of Liens for 2014-\$23,765.30

Total number of open accounts (as of Dec. 31, 2014) with ASD is 35 – totaling \$31,341.66

Total cost of TPC letters sent was \$2025.36

Report of Release of Liens \$849.60, \$797.12, 839.66, \$927.74

Report of Lien Filings \$1069.40, \$918.27, \$585.75, \$912.50

Assessments collected in the 4th quarter: \$290,290.91 and total amount uncollected for 2014: \$69,571.43.

Monies collected as of 15 January, 2015- \$164,951.45



Community Managers Report for December 2014
Presented to the Villages of Westcreek Board of Directors January 15, 2015

Physical Plant

- VWOA CC and Clock Tower were decorated for the holiday season
- Cards for our Troops were sent to Walter Reed Medical Center and San Antonio Military Medical Center for our men and women who serve and are injured. Thank to our residents who dropped by to sign the cards.
- Angel Tree had over 50 Angels adopted by WC residents-great display of neighbors helping neighbors
- 2014 Christmas Lighting Contest- participants brightened our neighborhood and spread the holiday cheer. Winners were announced on the website. Thank you to all who participated.

Personnel

- 1 employee resigned

Other Items

- Homeowner 2015 Assessment cards were mailed out November 18, 2014
- 2015 Budget was approved and the Assessments were increased to \$328.00 annually or \$82.00 quarterly
- New VWOA website went live December 1, 2014
- Homeowners can now make their quarterly assessment payments on our website
- Online PayPal payments -since 12/1/14 totaling over \$21,000.00

ID Cards (includes replacement reprints)

- 112

Exclusive Usage Contracts

- Pavilion Parties 2
- Community Center 16
- Pool Parties 0

Closings

- New 0 Resale 43

Constant Contact Email Status Report

- 1870 subscribers

Facebook

- 1004 likes

VILLAGES OF WESTCREEK
ARCHITECTURAL REVIEW COMMITTEE
REPORT FOR THE BOARD OF DIRECTORS --- 1/15/2015

Meetings held during the weeks of: 10/8/14 10/14/14 10/21/14 10/28/14
11/4/14 11/12/14 12/2/14 12/9/14 12/16/14 (No Applications were received, during the week of 11/18/14, therefore the meeting was canceled. No meeting was held during the Thanksgiving week of 11/25/14 and since the Community's Office was closed for the Christmas Holidays, no meetings were held during the weeks of 12/23/14 and 12/30/14.)

Applications reviewed: 68 approved 12 disapproved

The 12 disapprovals were for:

- 1---Repainting front door a bright/bold blue. Homeowner resubmitted a different color which was approved.
- 1---Fiesta Farms placing a 'Pumpkin Patch' sign across the street from the Sports Park. They are not a VWOA contractor.
- 1---A wooden fence enclosure for trash cans in front of the fence.
- 1---An electrical junction box installed on an adjoining fence for use with the above ground swimming pool. Homeowner submitted a request to place the junction box near the pool on a wooden post and was approved.
- 1---A concrete walkway on side of the house that exceeded the allowed width. Homeowner submitted a request to modify the width of the walkway and add rocks between the walkway and the adjoining fence and was approved.
- 1---An addition to the current patio to extend into the side setback. Homeowner submitted a request to modify the width of the patio and add rocks between the patio and the adjoining fence and was approved.
- 1---Repainting the side of the house with a color that appears neither compatible or complementary to the rest of the house.
- 1---Adding a covered porch to a storage shed that exceeded the maximum dimensions (10' x 12') that was previously approved.
- 1---Storm/security door that resembled burglar bars.
- 1---Brick and cement walkway next to the driveway that exceeded the width for driveway extensions.
- 1---Retaining wall along front property line is too high and not visually pleasing.
- 1---Fence staining needs additional information.

NOTE: Four (4) of the disapprovals were subsequently approved.

The 68 approvals were for:

- 13---Xericaping & landscaping.
- 7---Repainting house, trim, shutter, door, garage or siding.
- 5---New front doors/storm doors.
- 5---Patio covers.
- 4---Walkways.
- 3---Planting trees in the front and back yard.
- 3---Wooden decks.
- 3---Swimming pools (2 inground and 1 above ground).
- 3---Replacing house shingles.
- 2---Rocks in the yard next to the sidewalk.
- 2---Wooden swing set in back yard.
- 1---Concrete patio.
- 1---Extending rear patios and adding covers.
- 1---Fire pit in back yard.
- 1---Retaining walls along front yard and on both sides of driveway.
- 1---New house to replace the one that was destroyed by fire in the Forest.
- 1---Brick exterior on 3 sides of new house being built in the Forest.
- 1---Replacing the current concrete patio with a larger one.
- 1---Concrete steps on side of the front yard.
- 1---Adding a room on side of house.
- 1---Moving the fence and gate forward no closer than 5 feet from the front corner of the house.
- 1---Painting the concreted front porch.
- 1---Fenced in area for dogs on side of house.
- 1---Non-glaring security light on side of house.
- 1---Electrical junction box moved from the fence and installed on a wooden post near the above ground swimming pool.
- 1---Six foot solar light with a motion detector in the front yard and 10 feet back from the curb.

1---Concrete walkway on side of house with rocks between the walkway and the fence.

1---Concrete patio addition with rocks between the patio and the fence.

1---Storage shed.

Gene Hopkins

Chair, Architectural Review Committee

Villages of Westcreek Owners Association
Balance Sheet

As of December 31, 2014

Dec 31, 14

ASSETS

Current Assets

Checking/Savings

1010 · Operating Accounts 133,207.28

1011 · Reserve Accounts 358,789.25

Total Checking/Savings 491,996.53

Accounts Receivable

1020 · Accounts Receivable -142,828.45

Total Accounts Receivable -142,828.45

Other Current Assets

1021 · Interest Receivabl 34.19

1030 · Other Current Assets 24,432.74

1040 · Undeposited Funds 28,759.69

1045 · Due from Operating Fund 17,063.50

1071 · Allowance For Doubtful Accts -15,000.00

Total Other Current Assets 55,290.12

Total Current Assets 404,458.20

Fixed Assets

1050 · Fixed Assets -52,270.66

1056 · Community Center^ 2,021,505.24

1057 · Community Center Furniture 18,841.84

1058 · Software 4,673.91

1059 · Vehicle 22,996.00

Total Fixed Assets 2,015,746.33

Other Assets

1037 · Chase CD 2,676.43

Total Other Assets 2,676.43

TOTAL ASSETS 2,422,880.96

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Credit Cards

2040 · Credit Card 1,518.33

Total Credit Cards 1,518.33

Other Current Liabilities

2020 · Other Current Liabilities 16,952.81

2100 · Payroll Liabilities 223.73

2111 · Direct Deposit Liabilities -7,987.19

Total Other Current Liabilities 9,189.35

Total Current Liabilities 10,707.68

Long Term Liabilities

2022 · Due to Reserve Fund 17,063.50

2200 · Long Term Notes Payable 1,099,854.35

Total Long Term Liabilities 1,116,917.85

Total Liabilities 1,127,625.53

Equity

2031 · Retained Earnings -45,207.07

3000 · Fund Balance 1,191,599.55

Net Income 148,862.95

Total Equity 1,295,255.43

TOTAL LIABILITIES & EQUITY 2,422,880.96

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January through December 2014

Ordinary Income/Expense	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
Income				
4150 · Miscellaneous Income	548.32	1,000.00	-451.68	54.83%
4170 · Program Fees				
4170.06 · Soccer	36,163.50	30,000.00	6,163.50	120.55%
4170.07 · Oktober Fest	265.50	2,500.00	-2,234.50	10.62%
4170.09 · Swim Lessons	10,045.00	10,500.00	-455.00	95.67%
4170.12 · Kick Boxing	6,688.45	8,000.00	-1,311.55	83.61%
4170.14 · Karate	2,535.14	3,000.00	-464.86	84.51%
4170.19 · Smash	1,672.68	2,500.00	-827.32	66.91%
4170.22 · Mardi Gras	955.00	2,500.00	-1,545.00	38.2%
4170.23 · Annual Picnic	950.00	500.00	450.00	190.0%
4170.24 · National Night Out	385.00	500.00	-115.00	77.0%
4170.26 · Fit in the Park	160.00			
Total 4170 · Program Fees	59,820.27	60,000.00	-179.73	99.7%
4180 · Swim Team	531.30	1,000.00	-468.70	53.13%
4190 · Reimbursed Expenses	383.07	1,500.00	-1,116.93	25.54%
5000 · Revenue				
5010 · Ownr Asmts	1,052,493.54	1,057,992.00	-5,498.46	99.48%
5020 · Bldr Asmts	10,838.48			
5030 · Dvlpr Asmts	0.00	497.00	-497.00	0.0%
5031 · Collections Past Due Ass	0.00	20,000.00	-20,000.00	0.0%
5040 · Interest				
5041 · Cash Account Interest	520.70	1,000.00	-479.30	52.07%
5042 · Late Fee Finance Charge	8,731.48	6,500.00	2,231.48	134.33%
Total 5040 · Interest	9,252.18	7,500.00	1,752.18	123.36%
5050 · Collection/NSF Costs	9,784.82	2,500.00	7,284.82	391.39%
5060 · Pool Revenue				
5063 · Pool Usage Fee	3,055.00	3,000.00	55.00	101.83%
5065 · Photo ID's	1,712.00	2,400.00	-688.00	71.33%
5066 · Party Lifeguard	2,005.00	3,000.00	-995.00	66.83%
5067 · Pool Guest Pass	5,606.00	3,500.00	2,106.00	160.17%
Total 5060 · Pool Revenue	12,378.00	11,900.00	478.00	104.02%
5080 · Resale Info				
5081 · Resale Certificate	25,200.00	13,500.00	11,700.00	186.67%
5083 · Transfer/Refinance Fees	11,417.01	7,500.00	3,917.01	152.23%
Total 5080 · Resale Info	36,617.01	21,000.00	15,617.01	174.37%
Total 5000 · Revenue	1,131,364.03	1,121,389.00	9,975.03	100.89%
5100 · Newsletter Advertisement	10.00	3,500.00	-3,490.00	0.29%
5200 · Rumage/Yard Sales	6,120.00	4,500.00	1,620.00	136.0%
5400 · Pavilion Rental	6,390.00	6,000.00	390.00	106.5%
5600 · Fence Repair Reimbursement	180.00	10,000.00	-9,820.00	1.8%
5800 · Community Center				
5805 · Community Center Rental	14,770.50			
5806 · SO Monitor	5,900.00			
5807 · CC Cleaning	6,440.00			
5800 · Community Center - Other	0.00	20,000.00	-20,000.00	0.0%
Total 5800 · Community Center	27,110.50	20,000.00	7,110.50	135.55%
5900 · Concession Stand	4,472.55	4,000.00	472.55	111.81%
Total Income	1,236,930.04	1,232,889.00	4,041.04	100.33%

10:35 AM
01/14/15
Cash Basis

Villages of Westcreek Owners Association

Profit & Loss Budget vs. Actual

January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
Gross Profit	1,236,930.04	1,232,889.00	4,041.04	100.33%
Expense				
8000 · Operating Expenses				
8110 · Corp Expns				
8110.01 · Annual Mtng	628.56	500.00	128.56	125.71%
8110.02 · Board Education	0.00	416.70	-416.70	0.0%
Total 8110 · Corp Expns	628.56	916.70	-288.14	68.57%
8120 · Admin & Finance				
8121 · Bank Chrgs	7,269.66	5,500.00	1,769.66	132.18%
8122 · Due & Subscptns	203.00	650.00	-447.00	31.23%
8123 · Record Storage	650.00	660.00	-10.00	98.49%
8124 · Acctng Svcs	18,953.92	18,000.00	953.92	105.3%
8125 · Consulting Expns				
8125.01 · A/R Legal Fees	-70.65			
8125.02 · Othr Legal	10,075.01	3,000.00	7,075.01	335.83%
8125.03 · Audit & Tax Prep	3,800.00	4,000.00	-200.00	95.0%
8125.04 · Othr Prof Consult	0.00	100.00	-100.00	0.0%
Total 8125 · Consulting Expns	13,804.36	7,100.00	6,704.36	194.43%
8126 · Postage				
8126.01 · Gen Ofc	1,145.93			
8126 · Postage - Other	8,945.55	6,000.00	2,945.55	149.09%
Total 8126 · Postage	10,091.48	6,000.00	4,091.48	168.19%
8127 · Printing and Copying				
8127.01 · General Office	840.07			
8127 · Printing and Copying - Other	5,483.63	4,500.00	983.63	121.86%
Total 8127 · Printing and Copying	6,323.70	4,500.00	1,823.70	140.53%
8128 · Notes Payable - Comm Ctr Int	73,719.08	99,800.00	-26,080.92	73.87%
Total 8120 · Admin & Finance	131,015.20	142,210.00	-11,194.80	92.13%
8130 · Operating & Maint				
8131 · Utilities				
8131.01 · Electric	40,936.83	35,000.00	5,936.83	116.96%
8131.02 · Water/Sewer	28,500.15	35,000.00	-6,499.85	81.43%
8131.03 · Phone	8,068.03	6,200.00	1,868.03	130.13%
Total 8131 · Utilities	77,505.01	76,200.00	1,305.01	101.71%
Total 8130 · Operating & Maint	77,505.01	76,200.00	1,305.01	101.71%
8140 · Ins & Taxes				
8140.01 · Liab & Prop Damage	46,028.20	38,000.00	8,028.20	121.13%
8140.03 · Workman's Comp	6,055.27	4,000.00	2,055.27	151.38%
8140.05 · Corp & Prop Taxes	3,340.49	3,200.00	140.49	104.39%
8140.06 · Employer Payroll Taxes	29,622.20	27,000.00	2,622.20	109.71%
8140.07 · Business Auto	1,665.00	2,200.00	-535.00	75.68%
Total 8140 · Ins & Taxes	86,711.16	74,400.00	12,311.16	116.55%
Total 8000 · Operating Expenses	295,859.93	293,726.70	2,133.23	100.73%
8200 · Administration				
8210 · Salaries				
8210.01 · Payroll Expenses	1,144.19	750.00	394.19	152.56%
8211 · Managerial Salaries				
8211.01 · Manager	53,644.69	58,710.00	-5,065.31	91.37%
8211.02 · Assistant Manager	34,645.08	36,420.00	-1,774.92	95.13%
Total 8211 · Managerial Salaries	88,289.77	95,130.00	-6,840.23	92.81%

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
8212 · Administrative Salaries				
8212.01 · Administrative Assistants	52,973.98	66,450.00	-13,476.02	79.72%
8212.02 · Standards Coordinator	31,676.85	31,744.00	-67.15	99.79%
8212.04 · Standards Compliance Monitors	40,532.06	46,800.00	-6,267.94	86.61%
Total 8212 · Administrative Salaries	125,182.89	144,994.00	-19,811.11	86.34%
Total 8210 · Salaries	214,616.85	240,874.00	-26,257.15	89.1%
8220 · Operations				
8220.01 · Licenses & Permits	384.94	300.00	84.94	128.31%
8220.02 · Equipment Purchases	378.02	650.00	-271.98	58.16%
8220.03 · Travel Expenses	5,799.47	5,500.00	299.47	105.45%
8220.04 · Parking	0.00	100.00	-100.00	0.0%
8220.05 · Meals	167.98	175.00	-7.02	95.99%
8220.06 · Education Expenses	855.94	2,000.00	-1,144.06	42.8%
8220.07 · Staff Performance Incentive	11,300.00	13,000.00	-1,700.00	86.92%
8220.09 · Office Supplies	7,638.82	3,000.00	4,638.82	254.63%
8220.10 · Equipment Rental	4,067.09	4,000.00	67.09	101.68%
8220.11 · Software and Computer Periphra	459.32	1,500.00	-1,040.68	30.62%
8220.12 · Misc Admn Exp	860.11	1,500.00	-639.89	57.34%
8220.13 · Signage	858.67	2,000.00	-1,141.33	42.93%
8220.14 · CC Maint & Repair	2,998.28	2,000.00	998.28	149.91%
8220.15 · News Layout/Ed.	4,767.77	3,500.00	1,267.77	136.22%
8221 · Monitoring				
8221.01 · Services SP	25,956.23	29,000.00	-3,043.77	89.5%
8221.02 · Services CC	6,179.42	3,000.00	3,179.42	205.98%
8221.03 · Party Monitoring	3,539.55	2,500.00	1,039.55	141.58%
Total 8221 · Monitoring	35,675.20	34,500.00	1,175.20	103.41%
Total 8220 · Operations	76,211.61	73,725.00	2,486.61	103.37%
8230 · Scheduled Service Contracts				
8230.02 · Landscape	156,412.50	154,800.00	1,612.50	101.04%
8230.03 · Pest Control	628.01	1,000.00	-371.99	62.8%
8230.04 · Trash Removal	3,167.85	1,950.00	1,217.85	162.45%
8230.05 · Street Sweeping	998.40	1,020.00	-21.60	97.88%
8230.06 · Pool Maintenance & Management	28,081.29	34,000.00	-5,918.71	82.59%
8230.08 · Janitorial Contract-Spec Cleang	3,750.00	2,500.00	1,250.00	150.0%
8230.09 · Weekly Janitorial Contract CC	7,800.00	4,500.00	3,300.00	173.33%
8230.10 · Comm Ctr HVAC Main Contr	772.28	600.00	172.28	128.71%
8230.11 · Com Str Fire/Burglar Alarm	2,824.27	2,800.00	24.27	100.87%
8230.12 · Computer Service Contract	3,539.82	4,680.00	-1,140.18	75.64%
8230.13 · Drug Testing	0.00	300.00	-300.00	0.0%
8230.14 · Hog Trapping	350.00	300.00	50.00	116.67%
Total 8230 · Scheduled Service Contracts	208,324.42	208,450.00	-125.58	99.94%
Total 8200 · Administration	499,152.88	523,049.00	-23,896.12	95.43%
8300 · Maintenance				
8320 · Operations				
8320.01 · Plumbing	2,231.67	1,000.00	1,231.67	223.17%
8320.02 · Irrigation	3,069.68	1,500.00	1,569.68	204.65%
8320.03 · Landscaping	3,376.14	5,000.00	-1,623.86	67.52%
8320.04 · Electrical/Lighting	3,093.62	2,500.00	593.62	123.75%
8320.05 · Clock Tower Mx	0.00	1,000.00	-1,000.00	0.0%
8320.06 · Parking Lot/ Street Repair	43.42	600.00	-556.58	7.24%

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
8320.07 • Vandalism Expense	5,547.76	3,500.00	2,047.76	158.51%
8320.08 • Park Fence/Gate Mx	379.49	500.00	-120.51	75.9%
8320.09 • Major Street Fences	3,382.98	8,000.00	-4,617.02	42.29%
8320.10 • Natural Area Maintenance	845.14	1,000.00	-154.86	84.51%
8320.11 • Improved Area Maintenance	1,785.00	2,400.00	-615.00	74.38%
8320.12 • Operating Supplies	3,639.46	4,000.00	-360.54	90.99%
8320.13 • Tools/Equipment	538.71	1,000.00	-461.29	53.87%
8320.14 • Uniforms/Safety	379.42	250.00	129.42	151.77%
8320.15 • Equipment Repairs	830.73	500.00	330.73	166.15%
8320.17 • Pest Control Supplies/Treatment	1,001.24	800.00	201.24	125.16%
Total 8320 • Operations	30,144.46	33,550.00	-3,405.54	89.85%
Total 8300 • Maintenance	30,144.46	33,550.00	-3,405.54	89.85%
8400 • Recreation Department				
8410 • Salaries				
8411 • Office				
8411.01 • Recreation Director	31,971.19	31,988.00	-16.81	99.95%
8411.02 • Assistant Recreation Director	14,589.88	14,420.00	169.88	101.18%
Total 8411 • Office	46,561.07	46,408.00	153.07	100.33%
8412 • Pool Operation				
8412.02 • Head Lifeguard	3,209.92	6,000.00	-2,790.08	53.5%
8412.03 • Lifeguards	25,499.19	19,000.00	6,499.19	134.21%
8412.04 • Gate Guards for Pool	15,038.86	18,000.00	-2,961.14	83.55%
8412.05 • Swim Lessons	6,041.90	4,800.00	1,241.90	125.87%
8412.06 • Pool Party Payroll	2,593.90	3,500.00	-906.10	74.11%
Total 8412 • Pool Operation	52,383.77	51,300.00	1,083.77	102.11%
Total 8410 • Salaries	98,944.84	97,708.00	1,236.84	101.27%
8413 • Concession Stand	1,771.33	1,500.00	271.33	118.09%
8420 • Programs				
8420.01 • Special Events & Mntly Activ	2,154.88	1,500.00	654.88	143.66%
8420.02 • Annual Barbeque	695.38	10,500.00	-9,804.62	6.62%
8420.03 • Holiday Decoratin Contest	0.00	300.00	-300.00	0.0%
8420.05 • Easter Egg Hunt	370.27	500.00	-129.73	74.05%
8420.06 • Operational Supplies	1,478.98	2,000.00	-521.02	73.95%
8420.09 • Soccer	26,083.76	17,500.00	8,583.76	149.05%
8420.11 • Sports Equipment	0.00	1,000.00	-1,000.00	0.0%
8420.12 • Uniforms	310.63	500.00	-189.37	62.13%
8420.13 • New Programs	0.00	800.00	-800.00	0.0%
8420.14 • Oktoberfest	6,605.95	4,000.00	2,605.95	165.15%
8420.18 • Kickboxing	5,069.24	6,000.00	-930.76	84.49%
8420.20 • Mardi Gras	5,835.94	6,500.00	-664.06	89.78%
8420.21 • National Night Out	1,436.36	1,500.00	-63.64	95.76%
8420.22 • Fit In the Park	120.00			
Total 8420 • Programs	50,161.39	52,600.00	-2,438.61	95.36%
8430 • Pool				
8430.01 • Pump Mx	2,549.76	1,000.00	1,549.76	254.98%
8430.02 • Pool and Deck Repair	2,204.29	500.00	1,704.29	440.86%
8430.03 • Bath House and Cabana Rep	931.47	500.00	431.47	186.29%
8430.04 • Misc Pool Exp/Furniture	4,114.99	2,000.00	2,114.99	205.75%
Total 8430 • Pool	9,800.51	4,000.00	5,800.51	245.01%
Total 8400 • Recreation Department	160,678.07	155,808.00	4,870.07	103.13%

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
8500 · Misc. & Contingency				
8510 · Admin Expenses Contingency	0.00	1,000.00	-1,000.00	0.0%
8511 · Anticipated Unpaid Annual Asses	0.00	2,500.00	-2,500.00	0.0%
8520 · Uncollectible Exp				
8520.01 · Assessments	1,750.45	2,500.00	-749.55	70.02%
8520.04 · Legal Fees	799.19	5,000.00	-4,200.81	15.98%
Total 8520 · Uncollectible Exp	2,549.64	7,500.00	-4,950.36	34.0%
Total 8500 · Misc. & Contingency	2,549.64	11,000.00	-8,450.36	23.18%
8980 · Depreciation Expense	30,000.00	30,000.00	0.00	100.0%
9500 · Reserved Funds				
9520 · Capital Replacement Rsrv	54,041.47	94,000.00	-39,958.53	57.49%
9530 · Capital Improvement Rsrv	15,640.64	50,000.00	-34,359.36	31.28%
Total 9500 · Reserved Funds	69,682.11	144,000.00	-74,317.89	48.39%
Total Expense	1,088,067.09	1,191,133.70	-103,066.61	91.35%
Net Ordinary Income	148,862.95	41,755.30	107,107.65	356.51%
Net Income	148,862.95	41,755.30	107,107.65	356.51%

1:35 PM
01/14/15
Cash Basis

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual-9520/9530
January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5000 - Revenue	145,211.73	144,900.00	311.73	100.22%
Total Income	145,211.73	144,900.00	311.73	100.22%
Gross Profit	145,211.73	144,900.00	311.73	100.22%
Expense				
9500 - Reserved Funds	69,682.11			
Total Expense	69,682.11			
Net Ordinary Income	75,529.62	144,900.00	-69,370.38	52.13%
Net Income	75,529.62	144,900.00	-69,370.38	52.13%

SUBJECT: Sports Park Committee Minutes

DATE: January 12, 2015

Meeting began at 7:00 PM.

Committee Members in attendance: Guy Oliver, Ismael Padillo, Gene Hopkins, Bill Fenstermacher & Roger Torres

Chair: Melynda Porter

Adviser: Nancy Griffin

On October 16, 2014, per the Committee's request, the Board of Directors approved the Association to obtain bids for installing two (2) toys (car and a caterpillar) in the Sports Park's Playground. Each playmate is to be installed separately on solid concrete pads and boxed in with landscape timbers or railroad ties. Specific material will be placed in each box to allow water drainage and then filled with play sand. PVC will also be installed to allow rain water to drain under the boxes.

Also, on October 16, 2014 the Board of Directors approved the Association to obtain bids for the repair of the basketball court. Bids are pending.

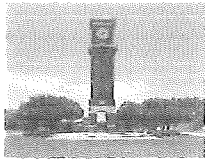
Bids are also pending for an additional toilet facility in the Sports Park.

These Minutes will be provided to the Board of Directors for discussion at the January 15, 2014 Board meeting.

The Committee will continue to prioritize other plans and present them to the Board based on necessity and cost.

There was no further discussion, therefore the Committee adjourned.

**Gene Hopkins
Secretary**



Villages of Westcreek

Recreation



The Villages of Westcreek
Owners' Association

Jan 12, 2015

Attention VWOA Board of Directors;

During Sports Committee Meetings in October 2014, the committee recommended that VWOA soccer coaches only be allowed to practice on Board approved fields. In an effort to accommodate our coaches and allow for two practices each week, I contacted both Galm & Ott Elementary schools as to the possibility of us using their fields for practices. Galm was booked and had no available space. Ott agreed to our reserving their area but required an insurance policy as NISD policy would not cover our usage.

Sylvia Mennel contacted our insurance company and they quoted an extra \$837.18 per year for us to utilize the fields at Ott Elementary. During the Coaches meeting held on December 13, 2014, all 20 Coaches in attendance agreed that they did not want that amount of money coming out of the soccer budget and agreed that all practices should be held on VWOA property.

Therefore, it is being recommended by the Recreation Department, Spring 2015 Soccer Coaches and the Sports Committee:

No VWOA Soccer team will be allowed to hold practice at any location other than the VWOA Sports Park. It is also recommended that any Coach found to be in violation of this policy be removed from the program.

We are requesting that the Board approve this recommendation so this new policy can be implemented prior to the Spring 2015 season.

Thank You


Varnell Johnson

Chair of Sports Committee


Melinda Porter

Chair of Sports Park Committee


Nancy Griffin

Superintendent of Parks & Recreation

Soccer teaches values that promote healthy community growth.

The qualities that make a good player also make a good student, employee, parent & person.

We are asking your assistance in supporting our local youth through a sponsorship.

Villages of Westcreek

Soccer Sponsorships Available

Supporter (Non-specific Amount) 2

Silver (\$250) 1, 2

Gold (\$500) 1, 3, 4

Platinum (\$750) 1(with link on our Soccer page), 3, 5

Diamond (\$1000) 1(with link on our Soccer page), 3, 5, 6

1. Name on VWOA website
2. Letter of appreciation
3. Appreciation Plaque
4. 2X5 banner on side barriers (1 season)
5. 3X3 sign on end barriers (1 year)
6. Listing in Week in Westcreek (52 times per year)

*For more information please contact
Superintendent of Parks & Recreation
Nancy Griffin @ 210-679-8761*