



The Villages of Westcreek Owners' Association, Inc.

Est. 1994

Regular Board of Directors Meeting Agenda

Thursday, November 6, 2014 @ 7 PM, in the Community Center

Additional business may be conducted depending upon time

- 1. Call to order and Pledge of Allegiance to the flag**
- 2. Review/approve previous minutes**
- 3. Members/Guest forum**
- 4. Department/Committee reports** *****Suspended for this meeting only*****
 - a. Recreation Department
 - b. Maintenance Department
 - c. Standards Department
 - d. Community Management Department
 - e. Architectural Review Committee
 - f. Standards review/update Committee
 - g. Finance Committee
 - h. Landscaping Committee
 - i. Nominating Committee
 - j. Communications Committee
 - k. Public Safety Committee
 - l. Sports Park Committee
 - m. Sports Committee
 - n. Strategic Planning Committee
 - o. By – Laws review/update Committee
 - p. Assessments collected in
- 5. Unfinished Business** *****Suspended for this meeting only*****
 - a. Status of sidewalk at Saxon Hill and Military Dr., West. **OPEN**
 - b. Fire Station. **OPEN**
 - c. Bushes/trees to block view of Barb wire fencing (Point Breeze). **OPEN**
 - d. Purchase of equipment for tot lot 2 to 5-year-old. **OPEN**
 - e. Restrooms for Sports Park. **OPEN**
 - f. Brick column on Westcreek View. **OPEN**
 - g. Cleanup of three privately owned lots in Highpoint. **OPEN**
 - h. Helotes Weekly (by Express News) **OPEN**
 - i. Community Center refinancing. **OPEN**
 - j. Community Center pool deck repair. **OPEN**
 - k. Website improvements. **OPEN**
 - l. Resurfacing Community Center pool. **OPEN**
- 6. Executive/Emergency Session Results** *****Suspended for this meeting only*****

a. Report of Foreclosures	\$			
b. Report of Release of Liens	\$334.48	\$409.70		
c. Report of Lien Filings	\$78.00	\$357.39	\$340.19	\$359.16
d. Notice of Trustee's Sale	\$			
- 7. New Business**
 - a. 2015 VWOA Budget
 - b. _____
- 8. Schedule next monthly meeting**
- 9. Adjournment.**



Approved 5/0

The Villages of Westcreek Owners' Association, Inc.

Est. 1994

Regular Meeting of the Board of Directors

Thursday, September 18, 2014

I. OPEN MEETING: The Regular Meeting of the Board of Directors was called to order by the President, at 7:03 PM on Thursday, October 16, 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 September 18, 2014 were reviewed and approved unanimously by the Board members present.

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

Members Present:

Jean Woodward	Bill Fenstermacher	Rick Severs
Joyce Oliver	Barbara Hopkins	Francis Lomax
Eugene Hopkins	Nick Giardino	Ann Lomax
Valorie Pollard	David Pater	Randy Magee

Guests Present: None

II. OPEN FORUM:

Mr. Drummonds opened the Members forum.

The problems Mr. Goes reported at the Tot lot at the last meeting have been addressed.

Mr. Magee asked why some of the Board Members were always late and if they had too much to do and couldn't make it, why didn't they resign to allow some of the candidates that were committed a chance? Mr. Drummonds stated that at least one of the Board Members was late because of soccer practice and he was not sure of why others were late; however, he stated he could not speak for any of the other Members' motivation.

Mr. Magee also asked if solar or some type of lighting could be put on the entry/exit of the path from the Reserve to the Sports Park. Mr. Drummonds asked the staff to look into the situation and the CM (Mrs Bell) took the issue for action.

Mr. Magee stated that homeowners have asked him why the brick planners around the mailboxes on Saxonhill have not been maintained. Mr. Drummonds asked the Standards Superintendent (Mrs. Suttles) to look into the situation and report back to the Board. She took the issue for action.

Mr. Giardino stated that Staff did not get near enough credit for the good work that they do. Mr. Drummonds thanked Mr. Giardino for his comments and added that he had received similar comments from members at the national night out event.

Mr. Pater stated that he had talked to Adrian about the trash on our property and she is going to look into it and take care of it.

- 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

- 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

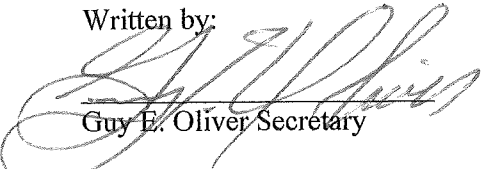
VI. New Business

- a. Resurfacing Community center pool. The proposals from contractors will be reviewed and decided in executive session. It was noted that the pool will have to be drained and the Board and Staff are looking for ideas for making the best use of the water. **OPEN**
- b. 2015 VWOA Budget. The Board agreed to postpone the budget discussion until they had a chance to review the entire budget. The Board also agreed to meet again on Monday, Oct 20th at 6 PM in the Community Center. This Executive Session will be a continuation of the meetings previously held to discuss this issue. **OPEN**

VII. THE NEXT MEETING: The Board agreed to hold the next regular meeting on November 6th, 2014, at 7 PM, in the Community Center. The Board agreed to suspend normal business in order to present the budget, unless a pressing question is brought up between then and now. If so, the agenda will be amended and posted ahead of time.

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

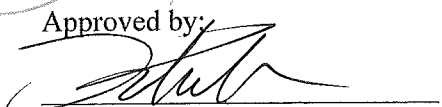
Written by:


Guy E. Oliver Secretary

Date

11-4-14

Approved by:


Kevin Drummonds President

Date

6 Nov 2014

Posted in the VWOA Book of Minutes by:

Jennifer Bell
Jennifer Bell, Community Manager

Date Nov 6 2014

Parks and Recreation –October 2014

Board Report

Current Programs/Classes

- a. Fit Club in the Park – Tuesday & Thursday, Morning 9-9:50 & Evening 6-6:50
- b. Olympic Karate- Classes on Tuesday & Thursday
- c. SMASHDANCE- Zumba Fitness is offered each Monday and Wednesday at 7:30 pm
- d. Body Bootcamp- Tue & Thur 7:30pm
- e. Cardio Dance- Wed evenings 6:30
- f. Kickboxing- Mon 6:30pm
- g. Water Aerobics – Monday & Wednesday 8 pm

Past Events:

- a. National Night Out – October 7, 2014 Approximately 750 in attendance
- b. Pools closed for the season – October 5, 2014

Future Community Events:

- a. Fall Fest – November 8, 2014
- b. Angel Tree Applications Begin – November 3, 2014
- c. Soccer Tournament – November 15, 2014
- d. Angel Tree Adoptions Begin – November 17, 2014
- e. Holiday Lighting Contest – December 17 & 18, 2014

Problems:

- a. Basketball Court needs resurfacing (Ridges are tripping hazard)

J & J CONSTRUCTION

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

Jamiejjconst@aol.com

October 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 corrosions
- * 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 mowing them.

Land:

- * Daily trash pick-up and inspection of property for hazards
- * Cutting and shredding all new accumulated right of ways
- * Mending fences that are damaged
- * Removed graffiti from drainage ditch and fences
- * We cut up and removed a large fallen tree on Potranco by the Vistas
- * Painted large sign poles on Westcreek Oak & Military
- * Monitoring and repairing lights at monuments
- * Removed screens from both Community and Sports Park pools. The heavy duty ties were being vandalized numerous times.

Sports Park:

- * Mowing all needed areas and along the creek
- * Inspecting existing park fixtures
- * Addressing vandalism. It has slowed down from the summer months, but continues to be an issue
- * Blowing rocks in tot-lot on a daily bases
- * Repairing water sprinkler valves
- * Repaired broken locks on BBQ pits
- * With the rains, came the Fire ants have been a huge problem. So we have putting out ant bait to kill existing and deter new mounds
- * Fixed broken water line next to basketball court
- * Power washed pavilion due to paintball splatters all over
- * Repainted all pits due to same vandalism

Community Center:

- * Maintain the centers exterior grounds
- * Pruning all of our flower beds
- * Fixed broken ice machine

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

October 2014
 November 6, 2014

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:	47 40 7	85% 15%
Staffing/Personnel:	Staffed with five (5) part time Standards Monitors.	Info	
		Number	Pct. +/-
Standards Violations Documented:	Violations of our standards were noted this month:	539	-36%
	Violations of our standards were noted last month:	836	
		-297	
		Number	Pct. +/-
Personal Contact:	This Month:	76	-42%
	Last Month:	132	
	Increase / Decrease from last month:	-56	
		Number	Pct. +/-
Thank You Notices:	This Month:	37	68%
	Last Month:	22	
	Increase / Decrease from last month:	15	
		Number	
Re-Sale Inspections:	This Month:	10	
	Last Month:	13	
	Increase / Decrease from last month:	-3	
		Number	
Yard/Garage Sales:	This Month:	37	
	Last Month:	46	
	Increase / Decrease from last month:	-9	

PROJECT MANAGEMENT		
PUBLIC SAFETY REPORT		
Graffiti reported:	Military Dr~On outside of the bridge near Sports Park	10/1/14
	Quail Meadow~On garage door & truck parked on driveway	10/5/14
	AT&T building off Military behind apartments	10/11/14-10/13/14
	Wynwood~Ditch near Cotton Creek	10/20/14-10/24/14

Crime reported:	Quail Meadow~Gwendolen~Car was egged	10/1/14
	Hollow~Tetford~Papers taken from vehicle through open window	10/2/14
	Pointe~Carmel Oaks~Front of house egged during the night	10/12/14
	VWOA Sports Park~Ties for pool screen were cut	10/16/14
	VWOA Sports Park~Ties for pool screen were cut again	10/20/14-10/24/14
	VWOA Sports Park~Sprinkler head broken	10/20/14-10/24/14
	VWOA Sports Park~Electric line at the Pavilion pulled out at electric box	10/20/14-10/24/14
	Wynwood~Fern Creek~3 Rosemary plants removed and taken from yard	10/30/14



Villages of Westcreek
Owners' Association

Community Managers Report for October 2014

Presented to the Villages of Westcreek Board of Directors November 6, 2014

Physical Plant

- Thank you to ESD2 for draining CC pool so CC pool resurfacing repair can begin
- Lights at the basketball court and the CC parking lot were replaced
- CC pool resurfacing project has begun

Personnel

- Welcome to returning Standards Monitor Dawn Garza

Vandalism

- Graffiti and vandalism continue to be an ongoing problem. VWOA encourages residents to report any crime, graffiti, and vandalism to the office.

Other Items

- National Night out was a huge success- approximately 750 attendees. Thank you to the residents who came and especially the volunteers, staff, and J&J crew for making the event memorable.
- Fall Fest is Saturday, November 8 from 3-7 pm. All residents must have a current VWOA ID
- \$14,943.76 in prepaid assessments for 2015
- \$114,281.59 is owed in past due assessments
- Reserve Accounts Update
 - Capital Improvement has been fully funded for 2014 -\$50,000.00
 - \$5415.00 for new tot-lot sidewalk and new ADA door for CC.
 - Repair/Replace- \$75,750.00 funded so far this year. \$94,000.00 is total to meet the budget for 2014. The remaining \$18,250.00 will be transferred in December.
 - \$42,715.00 has been spent on the following: repairing SP and CC pool decks- supplies and labor, replace computer, projector and video security monitor, Quickbooks update, start of the CC pool resurfacing, top dress the SP fields, pool motors, CC pool emergency phone repair/replace, and Community Center repairs.

Exclusive Usage Contracts

- Pavilion Parties 8
- Community Center 7
- Pool Parties 0

Closings

- New 0 Resale 18

Social Media Report

- Constant Contact subscribers 1852
- Facebook subscribers 969

**VILLAGES OF WESTCREEK
ARCHITECTURAL REVIEW COMMITTEE**

REPORT FOR THE BOARD OF DIRECTORS --- 11/6/2014

Meetings held during the weeks of: 10/8/14 10/14/14 10/21/14 10/28/14

Applications reviewed: 47

Applications approved: 40

Applications disapproved: 7

The 7 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 pool. Homeowner submitted a request to place the junction box near the pool on a wooden post buried in the ground. This request was approved.**
- 1---A concrete walkway on the side of the house that exceeded the width per our Standards. Homeowner submitted a request to modify the width of the walkway and add rocks between the walkway and the adjoining fence. This request 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. This request was approved.**
- 1---Repainting the side of the house with a color that appears neither compatible or complementary to the rest of the house.**

Since 4 of the disapprovals were subsequently approved, the net disapprovals for this period is 3.

The 40 approvals were for:

- 8---Xericaping & landscaping.**
- 5---Repainting house, trim, shutter, door, garage or siding.**
- 3---Wooden decks.**
- 2---Pools (1 inground and 1 above ground).**
- 2---Walkways.**
- 2---Planting a tree in the front yard and one in the back yard.**
- 2---Rocks in the yard next to the sidewalk.**
- 2---Patio covers.**
- 1---New house to replace the one that was destroyed by fire on Auburn Brook in the Forest.**
- 1---Replacing the current concrete patio with a larger one.**
- 1---Concrete steps on side of the front yard.**
- 1---Replacing shingles on house.**
- 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---Wooden swing set in back yard.**
- 1---Fenced in area for dogs on side of house.**
- 1---Non-glaring security light on side of house.**
- 1---Electrical junction box installed in the ground on a wooden post near the above ground 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.

NOTE: Nine (9) out of forty seven(47) applications were from homeowners who failed to request prior ARC approval. The majority of these were observed during property resale inspections that were requested by the prospective buyers.

**Gene Hopkins
Chair, Architectural Review Committee**

Villages of Westcreek Owners' Association

Finance Committee Report

Nov 2014

Chair- Anthony Hoffman

Vice-chair- Rick Severs

Secretary- Judi Cannon

The committee has ceased to meet pending the implementation of the proposed 2015 budget by the BOD.

The Treasurer has suggested refinancing the \$1.4M loan (see below); additionally, several cost cutting measures are being studied by Mr. Hoffman for implementation in 2015.

Status of Loan reassessment:

Option 1:

Loan: \$1,129,592.61

Creditor: Community National Bank

Rate: 5.25% fixed remaining 12 years

Status: Ready to implement.

Option 2:

Loan: \$1,129,592.61

Creditor: RBFCU

Rate: Possible 4.25% fixed 10 year

Status: Awaiting terms from RBFCU pending further review of Profit and Loss statements.

BOD Action: BOD will decide which loan will benefit HOA once RBFCU provides closing costs and other terms.



Anthony Hoffman

VWOA Finance Committee Chair

Villages of Westcreek Owners Association

Balance Sheet

As of November 3, 2014

Nov 3, 14

ASSETS

Current Assets

Checking/Savings

1010 · Operating Accounts 177,139.45

1011 · Reserve Accounts 358,049.77

Total Checking/Savings 535,189.22

Accounts Receivable

1020 · Accounts Receivable -9,761.84

Total Accounts Receivable -9,761.84

Other Current Assets

1021 · Interest Receivabl 34.19

1030 · Other Current Assets 27,555.66

1045 · Due from Operating Fund 17,063.50

1071 · Allowance For Doubtful Accts -15,000.00

Total Other Current Assets 29,653.35

Total Current Assets 555,080.73

Fixed Assets

1050 · Fixed Assets -47,270.66

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 2,020,746.33

Other Assets

1037 · Chase CD 2,676.43

Total Other Assets 2,676.43

TOTAL ASSETS

2,578,503.49

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Credit Cards

2040 · Credit Card 1,394.71

Total Credit Cards 1,394.71

Other Current Liabilities

2020 · Other Current Liabilities 16,952.81

2100 · Payroll Liabilities 92.43

Total Other Current Liabilities 17,045.24

Total Current Liabilities 18,439.95

Long Term Liabilities

2022 · Due to Reserve Fund 17,063.50

2200 · Long Term Notes Payable 1,115,592.61

Total Long Term Liabilities 1,132,656.11

Total Liabilities 1,151,096.06

Equity

2031 · Retained Earnings -45,207.07

3000 · Fund Balance 1,191,599.55

Net Income 281,014.95

Total Equity 1,427,407.43

TOTAL LIABILITIES & EQUITY

2,578,503.49

Break down of collections for 2014

Total release of Liens for 2014-\$22,118.58

Total W/ASD as of 4 Nov, 2014-\$33,263.12

A Total of 267 TPC (209) letters regarding collections were sent out.

Out of the 267 letter, I have only had to open 48 Files with ASD in 2014.

The total cost to send the TPC letters is \$4309.00

The break down is \$1859.00 from 1 Jan-31 May and \$2450.00 from 1 June-31 Oct.
(after the BOD approved raising the amounts.)

VWOA 2015 Budget - Recommendation of Finance Committee

INCOME				
Account Code	Account Description	2014 Budget	2015 Recomend Budget	Proposed Change from 2014
4150	Miscellaneous Income	1,000	500	(500)
4170	Recreation Dept. Program Fees			
4170.01	Special Events & Monthly Activities			
4170.02	Rummage Sales			
4170.06	Soccer	30,000	30,000	0
4170.07	Oktober Fest - FALL FEST	2,500	500	(2,000)
4170.09	Swim Lessons	10,500	10,000	(500)
4170.10	Water Aerobics			
4170.11	Muscle Toning			
4170.12	Kickboxing/Water Aerobics/Yoga/Zumba	8,000	6,000	(2,000)
4170.14	Karate	3,000	3,000	0
4170.19	Smash	2,500	1,200	(1,300)
4170.22	Mardi Gras	2,500	2,000	(500)
4170.23	Annual Picnic	500	300	(200)
4170.24	National Night Out	500	100	(400)
4170.26	Fit in the Park		0	0
4180	Swim Team	1,000	750	(250)
4190	Reimbursed Expenses	1,500	2,000	500
5000	Revenues			
5010	Owner Assessments (2014 based on \$312 x 3391 Homes)	1,057,992	1,061,112	3,120
5020	Builder Asmnts - Improved Lots (\$284 x 10 lots)			0
5030	Developer Asmnts - Unimproved Lots (\$71 x 12 lots)			0
5020	Bldr Assessments			0
5030	Dvlpr Asmts	497		(497)
5034	Collections Past Due	20,000	15,000	(5,000)
5040	Bank Interest			
5041	Cash Account Interest	1,000	1,000	0
5042	Late Fee Finance Charges	6,500	6,500	0
5050	Collection/NSF Fees	2,500	4,000	1,500
5060	Pool Revenue			
5063	Pool Usage Fee	3,000	3,000	0
5065	Photo IDs	2,400	1,500	(900)
5066	Pool Party Lifeguard/Gateguard	3,000	3,500	500
5067	Pool Guest Pass	3,500	5,500	2,000
5070	Special Revenue (Rent)			
5080	Resale Revenues			
5081	Resale Certificate Fees	13,500	22,500	9,000
5083	Transfer/Refinance Fees	7,500	10,000	2,500
5100	Website/Newsletter Advertisements	3,500	100	(3,400)
5200	Estate/Yard Sales	4,500	5,000	500
5400	Pavilion Usage Fees	6,000	6,000	0
5600	FENCE REPAIR REIMBURSEMENT	10,000		(10,000)
5800	Community Center Usage Fees - All			0
5805	Community Center Usage Fees		10,000	10,000
5806	SO Monitor		3,000	3,000
5807	CC Cleaning		2,500	2,500
5800	Community Center- Other	20,000	0	(20,000)
5900	Concession Stand	4,000	4,000	0
	TOTAL OPERATING INCOME	1,232,889	1,220,562	(12,327)
EXPENSES				
	DESCRIPTION	2014 Budget	2015 Recomend Budget	Proposed Change from 2014
8110	Corporate Expenses			
8110.01	Annual Meeting Expenses	500	700	200
8110.02	Board Education	417	0	(417)
8110.04	Texas Legislative Action Cmte (TLAC)			
8120	Administrative and Finance			
8121	Bank Charges	5,500	7,500	2,000
8122	Dues and Subscriptions	650	200	(450)
8123	Record Storage	660	660	0
8124	Accounting Services	18,000	18,000	0
8125	Consulting Expenses			
8125.01	Legal Fees for A/R		3,250	3,250
8125.02	Other Legal	3,000	3,000	0
8125.03	Audit and Tax Preparation	4,000	4,000	0
8125.04	Other Professional Consulting	100	100	0
8126	Postage	6,000	6,000	0
8127	Printing and Copying	4,500	4,500	0
8128	Interest on Notes Payable - Community Center w/land	99,800	80,000	(19,800)

Account Code	Account Description	2014 Budget	2015 Recomend Budget	Proposed Change from 2014
8130	Operations			
8131	Utilities			
8131.01	Electricity	35,000	42,000	7,000
8131.02	Water/Sewer	35,000	25,000	(10,000)
8131.03	Telephone	6,200	8,000	1,800
	CABLE			
8140	Insurance & Taxes			
8140.01	Liability, Property Damage, D&O, Fidelity Bond	38,000	34,000	(4,000)
8140.03	Worker's Comp	4,000	8,000	4,000
8140.05	Corporate and Property Taxes	3,200	3,000	(200)
8140.06	Employer's Payroll Taxes	27,000	34,000	7,000
8140.07	Business Auto	2,200	2,200	0
8200	Administration			
8210	Salaries			
8210.01	Payroll Processing Expenses	750	900	150
8211	Managerial Salaries			
8211.01	Community Manager	58,710	46,350	(12,360)
8211.02	Assistant Community Manager	36,420	41,200	4,780
8212	Administrative Salaries			
8212.01	Administrative Assistant Salaries	66,450	63,000	(3,450)
8212.02	Superintendent of Standards-(ARC)	31,744	32,700	956
8212.03	Assistant Standards Coordinator			0
8212.04	Standards Compliance Monitors	46,800	56,200	9,400
8220	Operations			
8220.01	Licenses & Permits	300	400	100
8220.02	Equipment purchases	650	650	0
8220.03	Travel Expenses (Mileage)	5,500	6,500	1,000
8220.04	Parking	100	100	0
8220.05	Meals	175	175	0
8220.06	Education Expenses	2,000	1,500	(500)
8220.07	Staff Performance Incentive	13,000	12,000	(1,000)
8220.09	Office Operating Supplies	9,000	10,000	1,000
8220.10	Equipment Rental	4,000	4,000	0
8220.11	Software and Computer Peripherals	1,500	1,000	(500)
8220.12	Misc Admin Expenses	1,500	1,000	(500)
8220.13	Signage	2,000	2,000	0
8220.14	Community Center Maint/Repair	2,000	8,000	6,000
8220.15	Newsletter Layout & Maint (Contract Labor)	3,500	3,500	0
8220.16	Yard Sales			0
8220.17	CPR training			0
8220.18	Web Site Development & Maintenance		1,500	1,500
8221	Monitoring Unscheduled Service Contracts			
8221.01	Monitoring Services - SP (Contract Labor)	29,000	25,000	(4,000)
8221.02	Monitoring Services - CC (Contract Labor)	3,000	3,000	0
8221.03	Party Monitors	2,500	2,500	0
8230	Scheduled Service Contracts			
8230.01	Loss Control			
8230.02	Landscape/ Maintain	154,800	162,540	7,740
8230.03	Pest Control	1,800	1,500	(300)
8230.04	Trash Removal	1,950	3,500	1,550
8230.05	Street Sweeping	1,020	1,020	0
8230.06	Pool Maintenance & Management	34,000	34,000	0
8230.08	Janitorial Contract - Special Cleanings - CC	2,500	2,500	0
8230.09	Weekly Janitorial Control - Comm Ctr	4,500	7,500	3,000
8230.10	Comm Ctr HVAC Maintenance Contract	600	1,000	400
8230.11	Comm Ctr Fire/Burglar Alarm Maint Contract	2,800	2,800	0
8230.12	Computer Contract	4,680	4,500	(180)
8230.13	Drug Testing	300	300	0
8230.14	Hog Trapper	300	300	0
8300	Maintenance			
8310	Salaries			
8311	Superintendent of Maintenance			
8312	Field Foreman			
8313	Groundskeeper/Labor			
8314	Pavilion Attendant			
8320	Operations			
8320.01	Plumbing	1,000	1,500	500
8320.02	Irrigation	1,500	1,500	0
8320.03	Landscaping	5,000	5,000	0
8320.04	Electrical/Lighting	2,500	2,500	0
8320.05	Clock Tower Maintenance	1,000	1,000	0
8320.06	Parking Lot/Street Repair	600	600	0
8320.07	Vandalism Expenses	3,500	7,500	4,000
8320.08	Park Fence/Gate Maintenance	500	500	0
8320.09	Major Street Fences	8,000	5,000	(3,000)

Account Code	Account Description	2014 Budget	2015 Recomend Budget	Proposed Change from 2014
8320.10	Natural Area Maintenance	1,000	500	(500)
8320.11	Improved Area Maintenance	2,400	2,400	0
8320.12	Operating Supplies			0
8320.13	Tools/Equipment	1,000	500	(500)
8320.14	Uniforms/Safety	250	500	250
8320.15	Equipment Repairs	500	500	0
8320.17	Pest Control Supplies/Treatment	0	0	0
8400	Park & Recreation Department			
8411	Office Salaries			
8411.01	Recreation Director	31,988	33,000	1,012
8411.02	Assistant Recreation Directors	14,420	15,000	580
8412	Pool Operations Salaries			
8412.01	Pool Supervisor			0
8412.02	Head Lifeguard	6,000	4,000	(2,000)
8412.03	Lifeguards	19,000	25,500	6,500
8412.04	Gate Guards for Pool - Seasonal	18,000	15,000	(3,000)
8412.05	Swim Lesson Instructors	4,800	6,200	1,400
8412.06	Pool Party Lifeguards	3,500	3,500	0
8413	Concession Stand	1,500	2,200	700
8420	Programs			
8420.01	Special Events and Monthly Activities	1,500	1,500	0
8420.02	Annual Picnic	10,500	7,500	(3,000)
8420.03	Holiday Decorating Contest	300	300	0
8420.04	Rummage Sales			0
8420.05	Easter Egg Hunt	500	500	0
8420.06	Operational Supplies			0
8420.07	Safety Day			0
8420.09	Soccer	17,500	28,000	10,500
8420.10	Volleyball			0
8420.11	Sports Equipment	1,000	1,000	0
8420.12	Uniforms	500	500	0
8420.13	New Programs	800	800	0
8420.14	Oktoberfest- FALL FEST	4,000	4,500	500
8420.15	Christmas Bazaar			0
8420.16	Water Aerobics			0
8420.17	Muscle Toning			0
8420.18	Kickboxing	6,000	5,000	(1,000)
8420.2	Mardi Gras	6,500	2,000	(4,500)
8420.19	Triathlon			0
8420.21	National Night Out	1,500	1,000	(500)
8420.22	Fit in the Park			
8430	Pool			
8430.01	Pump Mx	1,000	1,000	0
8430.02	Pool and Deck Repair	500	500	0
8430.03	Bath House and Cabana Repair	500	500	0
8430.04	Misc Pool Expenses/Furniture	2,000	2,000	0
8500	Misc and Contingency			0
8510	Misc Admin Expenses/Contingency	1,000	1,000	0
8511	Anticipated Unpaid Annual Assessments	2,500		(2,500)
8520	Uncollectible Expenses			
8520.01	Uncollectible Assessments	2,500	2,500	0
8520.02	Uncollectible Late Fees			0
8520.03	Uncollectible Collection Costs			0
8520.04	Uncollectible Legal Fees	5,000	5,000	0
8980	Depreciation - Capital Assets (Non-Cash Exp)	30,000	30,000	0
	Total Projected Operational Expenses	1,017,134	1,027,745	10,611
NON-OPERATING CASH OUT-FLOWS				
2211	Current Portion Note Payable		88,000	
	Projected Surplus/(Deficit)	215,755	192,817	192,817

Account Code	Account Description	2014 Budget	2015 Recomend Budget	Proposed Change from 2014
CAPITAL RESERVE FUNDS				
9500	Reserve Funds			
9510	Contingency Fund			
9520	Capital Replacement Reserves	94,000	75,000	(19,000)
9530	Capital Improvement Funds	50,000	30,000	(20,000)
	Total Projected Deposits to Reserve Accounts	144,000	105,000	(39,000)

Alternative Budget Options			
<u>Projection with NO Rate Increase</u>		<u>2015 Draft Budget</u>	<u>Notes/Comments</u>
Projected Annual Operating Revenue @ Current Rate		1,220,562	
Less Budgeted Operating Expenses		1,027,745	
Less 2012 Portion of Loan Payable		88,000	12 months of principal to be paid in 2015
Less Required Capital Reserves Contributions		105,000	
Projected Surplus/(Deficit)		(183)	
<u>Projection with 4.8% Rate Increase</u>		<u>2015 Draft Budget</u>	<u>Notes/Comments</u>
Projected Annual Operating Revenue @ \$327 Per Year		1,252,395	\$15 more per year, \$3.75 more per quarter, Total annual increase \$51,015
Less Budgeted Operating Expenses		1,027,745	
Less 2015 Portion of Loan Payable		88,000	
Less Required Capital Reserves Contributions		105,000	
Projected Surplus/(Deficit)		31,650	
<u>Projection with 9.9% Rate Increase</u>		<u>2015 Draft Budget</u>	<u>Notes/Comments</u>
Projected Annual Operating Revenue @ \$343 Per Year		1,325,612	\$31 more per year, \$7.75 more per quarter. Total annual increase \$105,431
Less Budgeted Operating Expenses		1,027,745	
Less 2015 Portion of Loan Payable		88,000	
Less Required Capital Reserves Contributions		105,000	
Projected Surplus/(Deficit)		104,867	