



The Villages of Westcreek Owners' Association, Inc.
Regular Board of Directors Meeting Agenda
Thursday, 7 PM October 16, 2014
Community Center

Est. 1994

1. **Call to order and Pledge of Allegiance**
2. **Review/approve previous minutes**
3. **Members/Guest forum**
4. **Department/Committee reports**
 - 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**
 - a. Status of sidewalk at Saxon Hill and Military Dr., West waiting on Bexar County budget to be approved. **OPEN**
 - b. Fire Station. **OPEN**
 - c. Bushes/trees to block view of Barb wire fencing (Point Breeze). Waiting on recommendations from landscaping committee and staff. **OPEN**
 - d. Purchase of equipment for tot lot 2 to 5-year-olds. Sent back to Committee. **TABLED**
 - e. Restroom for Sports Park. Sent back to Committee. **TABLED**
 - f. Brick column on Westcreek view. **TABLED**
 - g. Cleanup of three bank owned lots in Highpoint. **TABLED**
 - h. Concession stand attendant and food truck. Staff is working on finding a food truck and hiring concession stand attendant. **OPEN**
 - i. Helotes Weekly (by Express News). Members were asked to all the Express News and ask to have it stopped and threatened to cancel their subscriptions to this Express News. **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. **OPEN**
 - k. Holiday office hours. Staff has presented the Board with a holiday schedule the Board approved it by electronic vote. **OPEN**
 - l. Park Issues (reported by Homeowner). **OPEN**
 - m. Community Center Pool Deck repair. **OPEN**
 - n. Website Improvements. **OPEN**
6. **Executive/Emergency Session Results**
 - a. Report of Foreclosures \$
 - b. Report of Release of Liens \$334.48
 - 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. Resurfacing CC pool
 - c. _____
8. **Schedule next monthly meeting: November 20, 2014 at 7 pm.**
9. **Adjournment.**



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 7:07 PM on Thursday, September 18th, 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 August 14th, 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
Nancy Griffin, Park and Rec Superintendent
Adrian Suttles, Superintendent of Standards

Members Present:

Eugene Goes	Bill Fenstermacher	Rick Severs
Joyce Oliver	Barbara Hopkins	
Eugene Hopkins	Nick Giardino	

Guests Present: None

II. OPEN FORUM:

Mr. Drummonds opened the Members forum.

Mr. Gene Goes reported problems in the tot lot. Problems included a wire by the concrete sticking up, a problem with the irrigation line by the sidewalk, a gap in the fence by the tennis courts, the wood chips under the swings needed raking, some lights were out, and somebody has been smoking in the tot lot. The Community Manager made note of all the issues and will be doing a walk-through tomorrow to address the problems.

Mr. Rick Severs asked about the missing brick column on Westcreek view. He also asked that the three lots on Point Mill and Point Pass be cleaned up. The Standards Superintendent will take this for action and attempt to contact the owners and notify them of the problem. If they do not, the VWOA may take action and bill the owner.

Mr. Nick Giardino suggested that we try to gain more volunteers to work on projects.

Mr. Drummonds reported that the brush pile and mulch pile in the overflow parking lot has been removed

Mr. Gene Hopkins asked the Board Members to read, become familiar and comply with AR-26.

III. Committee/Department Reports:

- a. Recreation Department. A written report was provided and is attached to these minutes. The pools will close on October 5th, 2014. The 911 phone at the community center pool was repaired.

- b. Maintenance Department. A written report was provided and is attached to these minutes. Working on painting fences where the weed eaters have damaged them.
- c. Standards Department. A written report was provided and is attached to these minutes.
- d. Community Management Department. A written report was provided and is attached to these minutes. Mrs. Jennifer Bell, Community Manager, gave the managers' report and financial report.
- e. Architectural Review Committee. Mr. Eugene Hopkins, chair of the committee, submitted a written report and gave a brief of the report. The report is attached to these minutes.
- f. Standards Review/Update Committee. Mr. Hopkins, chair of the committee, stated that it was almost complete and making good progress.
- g. Finance Committee. The Treasurer, Mr. Hoffman, had no report. The Community Manager submitted the balance sheet and profit & loss budget versus actual statements from January 1 to August 14th, 2014. The reports are attached to these minutes. The Finance Committee has been meeting weekly (see the minutes attached to these minutes). The Finance Committee has submitted a tentative budget to the Board. The Board will meet over the next few weeks to work out any issues the Board has with the budget and present the final proposed budget to the Homeowner's at the next regular Board meeting.
- h. Landscaping Committee. The Chairperson was not present and no written report was provided.
- i. Nominating Committee. Not Active.
- j. Communications Committee. Mr. Bill Fenstermacher provided a written report and a proposal from the webmaster to update the website to allow for online payments. See attached committee meeting minutes and a copy of the proposal. The next meeting is scheduled for 10 AM October 6th, 2014.
- k. Public Safety Committee. Mr. Nick Giardino gave a written report and briefed from it (see the attached minutes).
- l. Sports and Park Committee. No meeting was held due to lack of a quorum.
- m. Sports Sub-Committee. The committee minutes are attached to these minutes.
- n. Strategic Planning committee. The next meeting is scheduled for November 18th, 2014, at 6 PM. No report was given.
- o. By-Laws review/update committee. Final draft has been completed. A Special Meeting of the members has been set for 6 PM on September 30th, 2014 for the review/ratification of the By-Laws.

IV. UNFINISHED BUSINESS:

- a. Status of sidewalk at Saxon Hill and Military Dr., West. Waiting on Bexar County budget to be approved. **OPEN**
- b. Fire Station. Pending action by the ESD#2 Board. **OPEN**
- c. Bushes/trees to block view of Barb wire fencing (Point Breeze). Waiting on recommendations from landscaping committee and staff. **OPEN**
- d. Purchase of equipment for tot lot 2 to 5-year-olds. Sent back to Committee. **TABLED**
- e. Restroom for Sports Park Sent back to Committee **TABLED**
- f. Brick column on Westcreek view. **OPEN**
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- k. Holiday office hours. Staff has presented the Board with a holiday schedule the Board approved it by electronic vote. **OPEN**

V. Executive/Emergency Session Results

- Report Of Foreclosures: None

- Report Of Release Of Liens \$741.25 \$85.54 \$334.48 \$78.00 \$334.50
- Report Of Lien Filings None

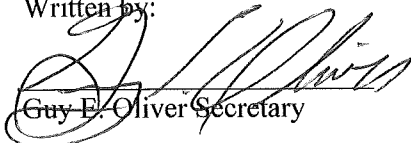
VI. New Business

- a. Community Center Pool Deck repair. The Board approved the Encore Coatings for the pool deck at the community center pool the cost is one \$7,848.75 for materials. J&J construction will apply the product for a cost of \$3200.00.
- b. Website improvements. The board also approved the date of our website by our webmaster. Mr. Drummonds moved that the amount of \$2200 be approved to update the website. Mr. Kenneth Fowler seconded the motion. The motion passed unanimously.

VII. THE NEXT MEETING: The Board agreed to hold the next regular meeting on October 16, 2014 at 7 PM, in the Community Center.

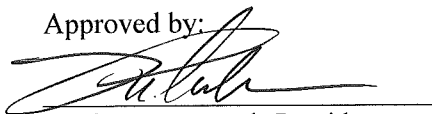
VIII. Adjournment: There being no further business before the Board, the meeting was adjourned at 9:22 PM

Written by:


Guy E. Oliver Secretary

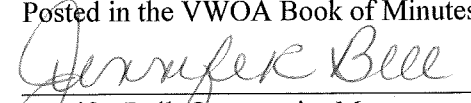
Date 10/16/14

Approved by:


Kevin Drummonds President

Date 10/16/14

Posted in the VWOA Book of Minutes by:


Jennifer Bell, Community Manager

Date 10.16.14



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- Dance classes are offered each Monday for different ages
- 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

Jamiejconst@aol.com

September Monthly Maintenance Report.

Daily tasks:

- * All mowing is done on a weekly schedule, and we do not deviate from it, only on emergency basis. We have to maintain our schedule because subdivision is so large.
- * Pick up trash along main road ways and 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 popping up throughout, but we have stayed on top of them.
- * Continuing to mow the medians in front of the Community Center, as they are not being maintained by the county or owner of the property.

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 had lights out again at Royal Oaks, Woods, Quail Meadow, and the Forest within two days. All were replaced.

Park:

- * Mowing all needed areas and along the creek.
- * Inspecting existing park fixtures.
- * Addressing vandalism. The bridges have been hit repeatedly.
- * Blowing rocks in tot-lot on a daily bases.
- * Repairing water sprinkler valves.
- * Repaired broken locks on storage cabinet at park.
- * Rewired parking lot irrigation due to gopher eating wiring .
- * Welded damaged fence panel at tot-lot.
- * With the rains, fire ants have been a huge problem, so we have putting out ant bait.
- * We have also helped on relocating the soccer goals and bleachers.
- * Replaced the lights at the courts.

Community Center:

- * Maintain the centers exterior grounds.
- * Pruning all of our flower beds.
- * Mulched all of the brush pile on this month, and cleaned the over flow parking area.
- * Replaced, repaired light bulbs in offices and outside Community Center. We had more broken on exterior of building and we made the repairs.
- * Replaced the lights in the parking lot.

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

September 2014

October 16, 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:	33 26 7	79% 21%
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:	836	47%
	Violations of our standards were noted last month:	570	
		266	
		Number	Pct. +/-
Personal Contact:	This Month:	132	63%
	Last Month:	81	
	Increase / Decrease from last month:	51	
		Number	Pct. +/-
Thank You Notices:	This Month:	22	5%
	Last Month:	21	
	Increase / Decrease from last month:	1	
		Number	
Re-Sale Inspections:	This Month:	13	
	Last Month:	20	
	Increase / Decrease from last month:	-7	
		Number	
Yard/Garage Sales:	This Month:	46	
	Last Month:	47	
	Increase / Decrease from last month:	-1	

PROJECT MANAGEMENT

PUBLIC SAFETY REPORT

Graffiti reported:	Drainage ditch at end of Texas Mulberry & Gold Spaniard~Fence	9/5/14
	Reserve~Drain at entrance again	9/9/14
	Multiple locations and occurrences on bridges within subdivision	9/1/14-9/30/14

Crime reported:	Vistas~Birchwood Bay~Pressure washer stolen from garage. Police report made.	9/1/14-9/5/14
	Vistas & Reserve~Egged house & car	9/6/14-9/7/14
	Highpoint~Point Mill~Vehicle break in-Items stolen included radio, amp, speakers, tools & taillights. Police report filed	9/13/14-9/14/14
	Vistas~Lilac Dawn~Front & side house windows broken in, phone line cut	9/16/14
	Wynwood~Bright Trail~Purse was stolen from car	9/22/14
	Wynwood~Fern Creek~Approx. 5:30 am-At least 1 spare tire stolen, and attempted a 2nd when homeowner came out & caught criminal in the act & scared them off-Small silver car	9/29/14



Villages of Westcreek
Owners' Association



Villages of Westcreek
Owners' Association

Community Managers Report for September 2014

Presented to the Villages of Westcreek Board of Directors October 16, 2014

Physical Plant

- By-Laws Committee proposal was approved during the Special Members Meeting
- Preparations for National Night Out
- Finance Committee submitted recommendations for 2015 budget to the BOD
- Sports Park pool closed for the season September 20, 2014. Community Center pool remained open until end of season- Sunday, October 5, 2014

Personnel

- Welcome to Dominick Garcia hired as Part-time Rec Assistant
- VWOA has one opening for a Standards Monitor

Other Items

- Tot-Lot repairs to fence, electrical, and water lines
- Repairs to grill grates at the Pavilion
- VWOA continues to have problems with graffiti under bridges and at drains
- Soccer commenced on September 6, 2014 with 357 participants
- Fall Fest will be held on Saturday, November 8, 2014. All residents must present a valid VWOA ID card to attend events
- VWOA web master has begun the updates and adding the function for residents to pay online

ID Cards (includes replacement reprints)

- 71

Exclusive Usage Contracts

- Pavilion Parties 6
- Community Center 3
- Pool Parties 3

Closings

- New 0 Resale 15

Constant Contact Email Status Report

- 1829 subscribers

Facebook

- 939 likes

**VILLAGES OF WESTCREEK
ARCHITECTURAL REVIEW COMMITTEE**

REPORT FOR THE BOARD OF DIRECTORS --- 10/16/2014

Meetings held during the weeks of: 9/2/14 9/9/14 9/16/14 9/23/14 9/30/14

Applications reviewed: 33

Applications approved: 26

Applications disapproved: 7

The 7 disapprovals were for:

- 2---A cement patio placed behind the fence on side of the dwelling. The Homeowner appealed to the ARC for a variance which was disapproved again.**
- 2---A storage shed on side of dwelling. The Homeowner appealed to the ARC for a variance which was disapproved again. However, the ARC suggested that the Homeowner consider an addition to the dwelling instead of the shed. In our meeting on October 7 the Homeowner submitted a request for an addition to the dwelling instead of the shed which was approved.**
- 1---The trim on the dwelling was a bright blue. In our meeting on October 7 the Homeowner requested a different color that was approved.**
- 1---Extending the current deck to the fence.**
- 1---Placing stone pavers in front of side gate that exceeded 3 ½ feet in width.**

The 26 approvals were for:

- 9---Xericaping & landscaping (front and rear yards).**
- 5---Repainting house, trim, shutter, door & siding.**
- 3---Decks & deck coverings behind the dwelling.**
- 3---Storage sheds behind the dwelling.**
- 2---Secure glass doors (front and rear entrances).**
- 1---A hot tub behind the dwelling.**

1---Solar Panels on the dwelling's roof.

1---Paver stones on side of driveway.

1---A brick sitting area behind the dwelling.

NOTE: Sixteen (16) out of 33 applications were from homeowners who failed to request prior ARC approval. The majority of these were observed during property inspections that were requested by the prospective buyers.

Gene Hopkins

Chair, Architectural Review Committee

Villages of Westcreek Owners' Association
Finance Committee Report
October 2014

Chair- Anthony Hoffman
Vice-chair- Rick Severs
Secretary- Judi Cannon

In its effort to define a functional budget, the committee performed detailed line item review, identified sources of possible income revenue, loss and potential increases in assessments. Every effort was made to reduce costs, while continuing to provide quality service to all homeowners.

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

Mr. Hoffman is in the process of reassessing the \$1.4M VWOA loan and refinancing possibilities with RBFCU reducing the rate from 6.5% to 4.5%. Negotiations are pending (ECD 31 Oct 2014).

The Finance Committee will not reconvene until further notice.

Anthony Hoffman

Anthony Hoffman
VWOA Finance Committee Chair

Villages of Westcreek Owners Association

Profit & Loss Budget vs. Actual

January 1 through October 6, 2014

Ordinary Income/Expense

Income

	Jan 1 - Oct 6, 14	Budget	\$ Over Budget
4150 · Miscellaneous Income	458.82	766.14	-307.32
4170 · Program Fees			
4170.06 · Soccer	36,091.50	22,983.87	13,107.63
4170.07 · Oktober Fest	45.00	483.87	-438.87
4170.09 · Swim Lessons	10,045.00	10,500.00	-455.00
4170.12 · Kick Boxing	5,503.20	6,129.02	-625.82
4170.14 · Karate	2,461.76	2,298.39	163.37
4170.19 · Smash	1,922.67	1,915.33	7.34
4170.22 · Mardl Gras	955.00	1,915.33	-960.33
4170.23 · Annual Picnic	365.00	383.06	-18.06
4170.24 · National Night Out	215.00	96.77	118.23
4170.26 · Fit in the Park	160.00	0.00	160.00
Total 4170 · Program Fees	57,764.13	46,705.64	11,058.49
4180 · Swim Team	531.30	1,000.00	-468.70
4190 · Reimbursed Expenses	383.07	1,149.19	-766.12
5000 · Revenue			
5010 · Ownr Asmts	962,613.64	840,012.97	122,600.67
5020 · Bldr Asmts	9,901.59	0.00	9,901.59
5030 · Dvlpr Asmts	0.00	396.80	-396.80
5031 · Collections Past Due Ass	0.00	15,322.57	-15,322.57
5040 · Interest			
5041 · Cash Account Interest	268.25	766.14	-497.89
5042 · Late Fee Finance Charge	7,274.46	4,979.83	2,294.63
Total 5040 · Interest	7,542.71	5,745.97	1,796.74
5050 · Collection/NSF Costs	6,484.12	1,915.33	4,568.79
5060 · Pool Revenue			
5063 · Pool Usage Fee	3,055.00	2,298.39	756.61
5065 · Photo ID's	1,592.00	1,838.71	-246.71
5066 · Party Lifeguard	2,005.00	2,298.39	-293.39
5067 · Pool Guest Pass	5,654.00	2,681.44	2,972.56
5060 · Pool Revenue - Other	51.00	0.00	51.00
Total 5060 · Pool Revenue	12,357.00	9,116.93	3,240.07
5080 · Resale Info			
5081 · Resale Certificate	20,853.70	10,342.74	10,510.96
5083 · Transfer/Refinance Fees	9,326.08	5,745.97	3,580.11
Total 5080 · Resale Info	30,179.78	16,088.71	14,091.07
5000 · Revenue - Other	0.00	0.00	0.00
Total 5000 · Revenue	1,029,078.84	888,599.28	140,479.56

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January 1 through October 6, 2014

	Jan 1 - Oct 6, 14	Budget	\$ Over Budget
5100 · Newsletter Advertisement	10.00	2,681.44	-2,671.44
5200 · Rumage/Yard Sales	4,965.00	3,447.58	1,517.42
5400 · Pavillon Rental	6,215.00	4,596.77	1,618.23
5500 · Sports Park Committee	0.00	0.00	0.00
5600 · Fence Repair Reimbursement	150.00	7,661.30	-7,511.30
5800 · Community Center			
5805 · Community Center Rental	11,235.50	0.00	11,235.50
5806 · SO Monitor	4,150.00	0.00	4,150.00
5807 · CC Cleaning	4,945.00	0.00	4,945.00
5800 · Community Center - Other	0.00	15,322.57	-15,322.57
Total 5800 · Community Center	20,330.50	15,322.57	5,007.93
5900 · Concession Stand	4,052.05	3,064.53	987.52
-- Total Income	1,123,938.71	974,994.44	148,944.27
Gross Profit	1,123,938.71	974,994.44	148,944.27
Expense			
8000 · Operating Expenses			
8110 · Corp Expns			
8110.01 · Annual Mtng	628.56	500.00	128.56
8110.02 · Board Education	0.00	299.76	-299.76
Total 8110 · Corp Expns	628.56	799.76	-171.20
8120 · Admin & Finance			
8121 · Bank Chrgs	6,190.30	4,213.72	1,976.58
8122 · Due & Subscptns	169.00	497.97	-328.97
8123 · Record Storage	500.00	505.65	-5.65
8124 · Acctng Svcs	15,010.00	13,790.32	1,219.68
8125 · Consulting Expns			
8125.01 · A/R Legal Fees	2,433.96	0.00	2,433.96
8125.02 · Othr Legal	8,738.01	2,298.39	6,439.62
8125.03 · Audit & Tax Prep	3,800.00	3,064.53	735.47
8125.04 · Othr Prof Consult	0.00	76.62	-76.62
Total 8125 · Consulting Expns	14,971.97	5,439.54	9,532.43
8126 · Postage			
8126.01 · Gen Ofc	895.27	0.00	895.27
8126 · Postage - Other	5,989.45	4,596.77	1,392.68
Total 8126 · Postage	6,884.72	4,596.77	2,287.95
8127 · Printing and Copying			
8127.01 · General Office	840.07	0.00	840.07

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January 1 through October 6, 2014

	Jan 1 - Oct 6, 14	Budget	\$ Over Budget
8127 · Printing and Copying - Other	3,713.85	3,447.58	266.27
Total 8127 · Printing and Copying	4,553.92	3,447.58	1,106.34
8128 · Notes Payable - Comm Ctr Int	55,579.05	76,459.67	-20,880.62
Total 8120 · Admin & Finance	103,858.96	108,951.22	-5,092.26
8130 · Operating & Maint			
8131 · Utilities			
8131.01 · Electric	30,518.59	26,814.51	3,704.08
8131.02 · Water/Sewer	16,617.82	26,814.51	-10,196.69
8131.03 · Phone	6,086.89	4,749.99	1,336.90
Total 8131 · Utilities	53,223.30	58,379.01	-5,155.71
8130 · Operating & Maint - Other	0.00	0.00	0.00
Total 8130 · Operating & Maint	53,223.30	58,379.01	-5,155.71
8140 · Ins & Taxes			
8140.01 · Llab & Prop Damage	24,796.36	29,112.89	-4,316.53
8140.03 · Workman's Comp	6,055.27	3,064.53	2,990.74
8140.05 · Corp & Prop Taxes	1,538.81	2,451.60	-912.79
8140.06 · Employer Payroll Taxes	23,450.15	20,685.48	2,764.67
8140.07 · Business Auto	1,332.00	1,685.49	-353.49
Total 8140 · Ins & Taxes	57,172.59	56,999.99	172.60
8000 · Operating Expenses - Other	677.70	0.00	677.70
Total 8000 · Operating Expenses	215,561.11	225,129.98	-9,568.87
8200 · Administration			
8210 · Salaries			
8210.01 · Payroll Expenses	665.05	574.60	90.45
8211 · Managerial Salaries			
8211.01 · Manager	43,260.07	44,979.44	-1,719.37
8211.02 · Assistant Manager	25,414.32	27,902.42	-2,488.10
Total 8211 · Managerial Salaries	68,674.39	72,881.86	-4,207.47
8212 · Administrative Salaries			
8212.01 · Administrative Assistants	39,557.50	50,909.27	-11,351.77
8212.02 · Standards Coordinator	24,351.33	24,320.01	31.32
8212.04 · Standards Compliance Monitors	33,029.90	35,854.84	-2,824.94
Total 8212 · Administrative Salaries	96,938.73	111,084.12	-14,145.39
8210 · Salaries - Other	0.00	0.00	0.00
Total 8210 · Salaries	166,278.17	184,540.58	-18,262.41

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January 1 through October 6, 2014

	Jan 1 - Oct 6, 14	Budget	\$ Over Budget
8220 · Operations			
8220.01 · Licenses & Permits	378.94	229.84	149.10
8220.02 · Equipment Purchases	378.02	497.97	-119.95
8220.03 · Travel Expenses	4,313.90	4,213.72	100.18
8220.04 · Parking	0.00	76.62	-76.62
8220.05 · Meals	150.00	134.08	15.92
8220.06 · Education Expenses	460.94	1,532.25	-1,071.31
8220.07 · Staff Performance Incentive	0.00	9,959.69	-9,959.69
8220.09 · Office Supplies	5,979.41	2,298.39	3,681.02
8220.10 · Equipment Rental	3,723.96	3,064.53	659.43
8220.11 · Software and Computer Periphra	444.20	1,149.19	-704.99
8220.12 · Misc Admn Exp	756.37	1,149.19	-392.82
8220.13 · Signage	430.48	1,532.25	-1,101.77
8220.14 · CC Maint & Repair	2,504.16	1,532.25	971.91
8220.15 · News Layout/Ed.	2,355.84	2,681.44	-325.60
8221 · Monitoring			
8221.01 · Services SP	21,303.37	22,217.73	-914.36
8221.02 · Seviles CC	4,229.42	2,298.39	1,931.03
8221.03 · Party Monitoring	2,716.39	1,915.33	801.06
Total 8221 · Monitoring	28,249.18	26,431.45	1,817.73
8220 · Operations - Other	595.38	0.00	595.38
Total 8220 · Operations	50,720.78	56,482.86	-5,762.08
8230 · Scheduled Service Contracts			
8230.01 · Loss Control	0.00	0.00	0.00
8230.02 · Landscape	126,850.00	118,596.77	8,253.23
8230.03 · Pest Control	628.01	766.14	-138.13
8230.04 · Trash Removal	2,383.98	1,493.95	890.03
8230.05 · Street Sweeping	748.80	781.45	-32.65
8230.06 · Pool Maintenance & Management	25,519.29	26,048.40	-529.11
8230.07 · Community Center Contracts	0.00	0.00	0.00
8230.08 · Janitorial Contract-Spec Cleang	2,950.00	1,915.33	1,034.67
8230.09 · Weekly Janitorial Contract CC	5,850.00	3,447.58	2,402.42
8230.10 · Comm Ctr HVAC Main Contr	772.28	459.68	312.60
8230.11 · Com Str Fire/Burglar Alarm	2,223.49	2,145.17	78.32
8230.12 · Computer Service Contract	3,239.82	3,585.48	-345.66
8230.13 · Drug Testing	0.00	229.84	-229.84
8230.14 · Hog Trapping	0.00	229.84	-229.84
Total 8230 · Scheduled Service Contracts	171,165.67	159,699.63	11,466.04
8200 · Administration - Other	0.00	0.00	0.00
Total 8200 · Administration	388,164.62	400,723.07	-12,558.45

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January 1 through October 6, 2014

	Jan 1 - Oct 6, 14	Budget	\$ Over Budget
8320 · Operations			
8320.01 · Plumbing	2,231.67	766.14	1,465.53
8320.02 · Irrigation	2,801.77	1,149.19	1,652.58
8320.03 · Landscaping	3,188.77	3,830.64	-641.87
8320.04 · Electrical/Lighting	2,997.44	1,915.33	1,082.11
8320.05 · Clock Tower Mx	0.00	766.14	-766.14
8320.06 · Parking Lot/ Street Repair	43.42	459.68	-416.26
8320.07 · Vandalism Expense	5,087.68	2,681.44	2,406.24
8320.08 · Park Fence/Gate Mx	327.51	383.06	-55.55
8320.09 · Major Street Fences	2,339.53	6,129.02	-3,789.49
8320.10 · Natural Area Maintenance	78.43	766.14	-687.71
8320.11 · Improved Area Maintenance	3,390.96	1,838.71	1,552.25
8320.12 · Operating Supplies	1,511.64	3,064.53	-1,552.89
8320.13 · Tools/Equipment	538.71	766.14	-227.43
8320.14 · Uniforms/Safety	379.42	191.54	187.88
8320.15 · Equipment Repairs	451.31	383.06	68.25
8320.17 · Pest Control Supplies/Treatment	277.49	612.89	-335.40
Total 8320 · Operations	25,645.75	25,703.65	-57.90
8300 · Maintenance - Other	0.00	0.00	0.00
Total 8300 · Maintenance	25,645.75	25,703.65	-57.90
8400 · Recreation Department			
8410 · Salaries			
8411 · Office			
8411.01 · Recreation Director	24,584.95	24,506.93	78.02
8411.02 · Assistant Recreation Director	12,227.38	11,047.57	1,179.81
8411.03 · Concession Attendant	0.00	0.00	0.00
8411 · Office - Other	0.00	0.00	0.00
Total 8411 · Office	36,812.33	35,554.50	1,257.83
8412 · Pool Operation			
8412.02 · Head Lifeguard	3,035.67	4,596.77	-1,561.10
8412.03 · Lifeguards	24,728.83	14,556.46	10,172.37
8412.04 · Gate Guards for Pool	14,665.11	13,790.32	874.79
8412.05 · Swim Lessons	6,041.90	3,677.42	2,364.48
8412.06 · Pool Party Payroll	2,528.90	2,681.44	-152.54
Total 8412 · Pool Operation	51,000.41	39,302.41	11,698.00
8410 · Salaries - Other	0.00	0.00	0.00
Total 8410 · Salaries	87,812.74	74,856.91	12,955.83
8413 · Concession Stand	1,872.68	1,149.19	723.49

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January 1 through October 6, 2014

	Jan 1 - Oct 6, 14	Budget	\$ Over Budget
8414 · Sports Park Committee	0.00	0.00	0.00
8420 · Programs			
8420.01 · Special Events & Mntly Actlv	757.65	1,149.19	-391.54
8420.02 · Annual Barbeque	100.00	8,044.35	-7,944.35
8420.03 · Holiday Decoratln Contest	0.00	0.00	0.00
8420.05 · Easter Egg Hunt	370.27	500.00	-129.73
8420.06 · Operational Supplies	677.36	1,532.25	-854.89
8420.09 · Soccer	21,805.66	13,407.27	8,398.39
8420.11 · Sports Equipment	0.00	766.14	-766.14
8420.12 · Uniforms	272.80	383.06	-110.26
8420.13 · New Programs	0.00	612.89	-612.89
8420.14 · Oktoberfest	0.00	774.19	-774.19
8420.18 · Kickboxing	3,876.18	4,596.77	-720.59
8420.20 · Mardi Gras	5,788.48	6,500.00	-711.52
8420.21 · National Night Out	772.43	290.32	482.11
8420.22 · Fit In the Park	120.00	0.00	120.00
8420 · Programs - Other	0.00	0.00	0.00
Total 8420 · Programs	34,540.83	38,556.43	-4,015.60
8430 · Pool			
8430.01 · Pump Mx	1,813.18	766.14	1,047.04
8430.02 · Pool and Deck Repair	4,424.21	383.06	4,041.15
8430.03 · Bath House and Cabana Rep	931.47	383.06	548.41
8430.04 · Misc Pool Exp/Furniture	3,566.59	1,532.25	2,034.34
8430 · Pool - Other	0.00	0.00	0.00
Total 8430 · Pool	10,735.45	3,064.51	7,670.94
8400 · Recreation Department - Other	0.00	0.00	0.00
Total 8400 · Recreation Department	134,961.70	117,627.04	17,334.66
8500 · Misc. & Contingency			
8510 · Admin Expenses Contingency	0.00	766.14	-766.14
8511 · Anticipated Unpaid Annual Asses	0.00	1,915.33	-1,915.33
8520 · Uncollectible Exp			
8520.01 · Assessments	1,750.45	1,915.33	-164.88
8520.04 · Legal Fees	-2,025.51	3,830.64	-5,856.15
8520 · Uncollectible Exp - Other	0.00	0.00	0.00
Total 8520 · Uncollectible Exp	-275.06	5,745.97	-6,021.03
8500 · Misc. & Contingency - Other	0.00	0.00	0.00
Total 8500 · Misc. & Contingency	-275.06	8,427.44	-8,702.50
8980 · Depreciation Expense	22,500.00	22,983.87	-483.87
9500 · Reserved Funds			

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January 1 through October 6, 2014

	Jan 1 - Oct 6, 14	Budget	\$ Over Budget
9520 · Capital Replacement Rsrv	11,516.96	72,016.19	-60,499.23
9530 · Capital Improvement Rsrv	17,239.64	38,306.44	-21,066.80
9500 · Reserved Funds - Other	0.00	0.00	0.00
Total 9500 · Reserved Funds	28,756.60	110,322.63	-81,566.03
 Total Expense	 815,314.72	 910,917.68	 -95,602.96
 Net Ordinary Income	 308,623.99	 64,076.76	 244,547.23
 Other Income/Expense			
Other Expense			
Revenue Ruling 70-604	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00
 Net Other Income	 0.00	 0.00	 0.00
 Net Income	 308,623.99	 64,076.76	 244,547.23

4:49 PM
10/16/14
Cash Basis

Villages of Westcreek Owners Association
Balance Sheet
As of October 6, 2014

	<u>Oct 6, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Operating Accounts	199,779.77
1011 · Reserve Accounts	350,599.19
Total Checking/Savings	550,378.96
Accounts Receivable	
1020 · Accounts Receivable	-6,959.68
Total Accounts Receivable	-6,959.68
Other Current Assets	
1021 · Interest Receivabl	34.19
1030 · Other Current Assets	30,661.74
1040 · Undeposited Funds	9,067.37
1045 · Due from Operating Fund	17,063.50
1071 · Allowance For Doubtful A...	-15,000.00
Total Other Current Assets	41,826.80
Total Current Assets	585,246.08
Fixed Assets	
1050 · Fixed Assets	-44,770.66
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	2023246.33
Other Assets	
1037 · Chase CD	2,676.43
Total Other Assets	2,676.43
TOTAL ASSETS	<u>2611168.84</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2040 · Credit Card	2,271.61
Total Credit Cards	2,271.61
Other Current Liabilities	
2020 · Other Current Liabilities	16,952.81
2100 · Payroll Liabilities	761.00
Total Other Current Liabilities	17,713.81
Total Current Liabilities	19,985.42
Long Term Liabilities	
2022 · Due to Reserve Fund	17,063.50
2200 · Long Term Notes Payable	1123714.32
Total Long Term Liabilities	1140777.82
Total Liabilities	1160763.24
Equity	
2031 · Retained Earnings	-45,207.07
3000 · Fund Balance	1191599.55
Net Income	304,013.12
Total Equity	1450405.60
TOTAL LIABILITIES & EQUITY	<u>2611168.84</u>

1:31 PM

10/16/14

Cash Basis

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

	Jan - Dec 14	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
5000 - Revenue	108,939.36	144,900.00	-35,960.64	75.2%
Total Income	108,939.36	144,900.00	-35,960.64	75.2%
Gross Profit	108,939.36	144,900.00	-35,960.64	75.2%
Expense				
9500 - Reserved Fun...	37,004.56			
Total Expense	37,004.56			
Net Ordinary Income	71,934.80	144,900.00	-72,965.20	49.6%
Net Income	71,934.80	144,900.00	-72,965.20	49.6%

Public Safety

Thanks to Francis Lomax the following sidewalk problem was resolved:

There appears to be a safety hazard located at the edge of the sidewalk at the corner of Point Sound and Point Rise (12634 Point Sound). Here are a couple of photos of the jagged pipe coming out of the sidewalk. If someone, maybe a child, happens to fall on this, they could receive very serious injuries. I recommend appropriate action be taken to eliminate this hazard.

This has now been fixed. Here is the same area after the fix. (Pictures did not come through). The committee is taking a new direction to protect women's safety. To this end the committee met with representatives from the San Antonio Rape Crisis Center.

This was an initial orientation planning meeting.

It was decided that the committee should partner with the SA Rape Crisis Center.

SUBJECT: Sports Park Committee Minutes

DATE: October, 9 2014

Committee Members in attendance: Guy Oliver, Gene Hopkins, Bill Fenstermacher, Stephen Zajchowski & Randy Magee

Nancy Griffin (Acting Chair)

Meeting began at 7:00 PM.

The Board of Directors approved \$5,000 to upgrade the Children's Playground equipment for 2 to 5 year olds. At the August 14 Board meeting, the Committee submitted a proposal for two toys, however due to disagreements from some homeowners, the Board decided to send it back to the Committee for further review. At the next Committee meeting, Lisa Williams and Heather Mallia said that they wanted to review other playground equipment and asked to borrow our catalogs. Since then, the Committee has not heard from either person and our catalogs have been returned without any other proposals.

The Committee reviewed their previous proposal for additional playground equipment (car mounted on a spring and a caterpillar) and decided to re-submit these two toys to the Board for approval. The toys are to be placed under the trees and set in a sand box.

Next, the Committee discussed the resurfacing of the tennis and basketball courts. The first proposal is to divide the tennis court in half by a chain link fence and use the left side for tennis and the right side for basketball because it is the most popular. Before the additional basketball court may be used, the plan is to resurface it. Then after the modification is completed, the remaining basketball court would be resurfaced. With the Board's approval to proceed, the Committee will determine the estimated costs and submit them to the Board before requesting bids.

The placement of additional toilet facilities in the Sports Park, are awaiting Sylvia Mennel's request for bids.

These Minutes will be provided to the Board of Directors for discussion at the October 16th 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.

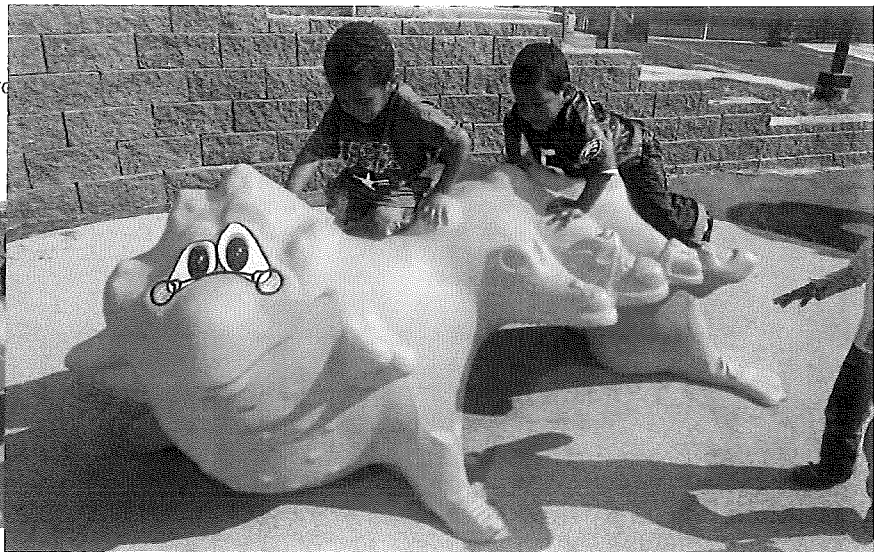
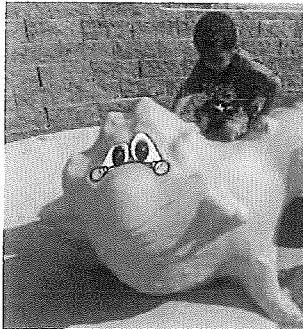
**Gene Hopkins
Secretary**



\$1066.00 TAX & LABOR

SEARCH

Calvin the Caterpillar



Description

Life cycle of a butterfly molded in Calvin's tummy, 12 different shoes with surprises under each one and a ladybug counting game to ten!

Value of Play

Play is essential to the healthy physical and mental development of a child. Play helps kids exercise creativity and develop imagination, dexterity, and physical, cognitive and emotional strength. Children learn how to interact, face fears, cultivate confidence and enrich their competencies and resiliency – all through play.

Inclusive Play - Fun for All

Our products support a wide range of abilities. Variety of play patterns helps children of all abilities stimulate their senses and boost confidence through interaction. Whenever possible, all children should have meaningful inclusive play experiences.

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The Villages of Westcreek Owners' Association, Inc.

Est. 1994

Special Meeting of the Members

Tuesday, September 30 2014

VWOA Community Center

Minutes

The meeting was called to order by the Board President, Kevin Drummonds, at 6:10 PM, following the quorum requirement for 33% of the Members eligible to vote was held. After seven calls the quorum requirement was met.

Purpose: VWOA Members to consider revisions to the By-Laws.

Board Members Present:

Kevin Drummonds, President
Anthony Hoffman, Treasurer

Guy Oliver, Secretary

Board Members Absent:

Kenneth Fowler, Vice President

Ismael Padilla, Assistant Secretary

Staff present:

Jennifer Bell, Community Manager
Melynda Porter, Administrative Superintendent
Adrian Suttles, Standards Superintendent

Sylvia Mennel, Asst Community Manager
Nancy Griffin, Recreation Superintendent

Members Present:

Kenneth Lemanski	Joan Weatherby	Lowell Forshey	Gwendolen Forshey
Nick Giardino	Ronald Augustin	Shawn Coffin	Michelle DeJongh
Linda Holloway	Jennifer Bell	Melynda Porter	Dennis Johnston
Francis Lomax	Ann Lomax	Robert Cash	Daniel Lee
Lupita Winters	William Winters	Gary Greco	Geraldine Greco
David Pater	Luis Landeros	Lefty & Gerry Besecker	Eugene Goes
Fil Villarreal	Armaniana Sanderson	Robert Sanderson	Jimmy Vick
Eva Vasquez	David Dawson	Rick Severs	Leslie Marsh
Catherine Thomas	Gene Hopkins	Barbara Hopkins	Joyce Oliver
Diane Girard	Alex Castillo	Alicia Gipp	

Meeting Business:

Mr. Drummonds turned the meeting over to Mr. Rick Severs, Chair of the By-Laws Committee, to present the proposed changes. Mr. Severs introduced and thanked the members of the committee. He then asked if Mr. Drummonds would go over the proposed changes using the projector and the computer to identify each specific change.

Prior to beginning the discussion, a Member stated that the Board had not met the notification requirements of the CC&Rs and By-Laws for holding a special meeting. Mr. Drummonds explained that the special meeting had been discussed in the two previous regular meetings of the Board and had been included in the minutes, which were posted on-line. Additionally and as required in the By-Laws/CC&Rs, the VWOA conducted a special mailing of a postcard with the

notification at least thirty (30) days in advance, at which time several members of the audience held up their postcards. Mr. Drummonds stated that not only had signs been posted along the major streets and entrances, but they had been posted well in advance of the meeting as a reminder. Finally, the notice had been posted on the bulletin board in the Community Center, on the website and sent via email to everyone on the constant contact list.

A couple Members also charged that the changes were a veiled attempt to limit voting, specifically speaking to the changes to the proxies. Mr. Drummonds stated the reason for the changes were to prevent or at least mitigate the chances of fraud that had occurred in the last election from occurring again. He also reminded everyone that all Members can still vote by proxy and absentee ballot, but that they must verify who they are by having their ballots notarized.

Also, a Member asked why they could not vote their proxies during this event. Mr. Drummonds reminded them that there is no provision in the CC&Rs or By-Laws for voting absentee or by proxy in any voting except for election of the Board of Directors during the annual meeting. Finally, the changes concerning proxy/absentee voting being discussed today are only related to Article VII-Election Process of the By-Laws.

Mr. Drummonds used MS-Word 'track changes' feature to go through and explain the committees' reasoning for each of the changes. Each change was discussed, though some were discussed/debated at length. During the meeting, there were a few instances where the Members made motions for changes, as identified by the following:

- 1) Concerning the proposed change to the number of proxies (two [2]) an individual could represent; a member moved to have it changed to ten (10) and the motion was seconded. After discussion, the question was called to a vote by show of hands with ballot in hand. The motion failed by a 18 to 11 vote – not everyone voted.
- 2) Proposed changes that would identify specific circumstances for the Board of Directors to remove a Director were discussed at length. A motion was made and seconded to amend this section, which would remove most of the reasons for removing a Director/Board member. The motion was seconded and a lengthy discussion ensued, after which, the question was called and the motion failed by a 17 to 12 vote. Again, the vote was by a show of hands, with ballots held up, counted by the presiding Officer and recorded by the Secretary.
- 3) The members were asked if they wanted to vote on each change or the By-Laws as one package. By a show of hands (with ballots in them), the majority voted to conduct voting on the changes as a whole versus one at a time.

The Members were asked to vote YES to approve the By-Laws as written and amended or NO to disapprove the By-Laws and all changes (i.e., reverting to the currently approved version) and sign the ballot. Each Member was asked to place their ballot in the ballot box in the front of the room. After all ballots were placed in the ballot box, two volunteers from the membership were asked to witness the counting of the ballots by the presiding Officer. Mr. Dennis Johnston and Mr. Gene Hopkins witnessed the opening of the box as well as the markings on the paper. They also verified each result as it was told to Mrs. Jennifer Bell who was keeping track of the count. Ms. Joan Weatherby witnessed the tabulation by Mrs. Bell. Upon completion of the first time through the ballots, Mr. Drummonds, under observation of Mr. Johnston and Mr. Hopkins, then counted the ballots again and validated the total numbers calculated by Mrs. Bell. Again, Ms. Weatherby witnessed this process and confirmed the results.

Results:

The result of the voting was twenty-three (23) *YES* votes to approve the changes in the By-Laws, as written. There were twelve (12) *NO* votes to disapprove the changes. Therefore, the final result of the voting was to approve the proposed changes to the By-Laws.

The Community Manager was asked to print the final version of the By-Laws, obtain the appropriate signatures, and to record the document in the official record (i.e., in the VWOA office and with the County).

Having no further business to be considered at the meeting and after thanking everyone for attending/participating, the President declared the meeting adjourned at 7:50 PM.

Written by:

Guy E. Oliver, Secretary

Date_____

Approved by:

Kevin M. Drummonds, President

Date_____

Posted in the VWOA Book of Minutes by:

Jennifer Bell, Community Manager

Date_____