



*The Villages of Westcreek Owners' Association, Inc.*

*Est. 1994*

**Regular Board of Directors Meeting Agenda**

**Thursday, 7 PM August 14, 2014**

**Community Center**

1. Call to order and Pledge of Allegiance to the flag
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 July \$133,305.45
5. **Unfinished Business**
  - a. Status of sidewalk at Saxon Hill and Military Dr., West **Tabled.**
  - b. Fire Station (**Open**)
  - c. Installation of a handicap door opener at Community Center **Open** The DuraSwing 4 On Demand Door Opener was approved in Executive Session at a cost not to exceed \$1648 plus tax. This opener has been ordered at a cost of \$1215 plus tax. **Final Cost \$1215.00**
  - d. Bushes/trees to block view of Barb wire fencing (Point Breeze). Waiting on recommendations from landscaping committee and staff. **Open.**
  - e. Hiring of a part time Administrative Assistant was approved by an electronic vote of the Board of Directors. The results were 3 in favor and 2 opposed. Anthony Hoffman and Ismael Padilla were opposed. **Open**
  - f. Purchase of office equipment Projector for conference room **Open. Final Cost \$357.99**
  - i. Purchase of printer for front office. The purchase of an HP LaserJet Pro for \$309.95 plus tax was approved by the board by electronic vote. Four votes in favor Kevin Drummonds, Anthony Hoffman, Kenneth Fowler, and Guy Oliver voted in favor. **Open**
6. **Executive/Emergency Session Results**
  - a. Report of Foreclosures None
  - b. Report of Release of Liens None
  - c. Report of Lien Filings None
  - d. Investigations. Report on Verification of Proxies
7. **New Business**
  - a. August 23, 2014 Bexar County Clean Up in Sports Park overflow
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  - d. \_\_\_\_\_
8. Schedule next monthly meeting
9. Adjournment.



*The Villages of Westcreek Owners' Association, Inc.*

*Est. 1994*

**Regular Meeting of the Board of Directors**

*Thursday, July 17, 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, July 17, 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 June 26, 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:

Sylvia Mennel, Assistant Community Manager  
Melynda Porter, Administrative Superintendent

Nancy Griffin, Park and Rec Superintendent

Members Present:

Eugene Goes	Bill Fenstermacher	Rick Severs
Joyce Oliver	Ken Lemanski	Eva Vasquez
William Harwell	Eugene Hopkins	Sue Harwell
Gil Perez	Heather Mallia	Cory O'Brien
Al Castillo	Ryan Haskins	

Guests Present: ~~None~~

Gil Perez President of the Board for ESD2

Al Castillo ESD2 Fire Chief

**II. OPEN FORUM:**

Mr. Drummonds opened the Members forum.

Mr. Harwell of 11630 White Cross stated the power box for the lights and the sprinkler system for the Association monument at Castle Hill and Westcreek Oaks was located in his backyard. He was concerned that no one from the Association knew where it was located. He asked to be notified when anybody was coming out to work on it so he could take care of his dogs. He was assured that he would be notified in that we would be out to check on things.

Mr. William O'Brien asks about sponsorships for the soccer program and the Sports Park. Mr. Drummonds assured him that we would accept sponsorships for the soccer program and Sports Park.

Mr. Perez and Mr. Lemanski talked about the ISO rating that Westcreek currently has and ways of increasing the ISO rating. They also ask to use a portion of the VWOA property located on Military Dr.,

West in the overflow parking lot west of the swimming pool at the Community Center. They want to use the property for an EMS station temporarily and then a full fire station. Mr. Drummonds said the board would look into this request and get back to them as soon as possible.

### **III. Committee/Department Reports:**

- a. Recreation Department. A written report was provided and is attached to these minutes. The dumpster at the sports Park has been moved. Swim lessons are being closed out. Super soccer Saturday 143 children were registered for soccer.
- 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. It was reported the ladder at the sports Park pool is loose and needs to be repaired.
- c. Standards Department. A written report was provided and is attached to these minutes. 1705 violation of our standards were noted in the month of June May had 1927 violations. 79 thank you notices were handed out in June. 214 personal contacts were made in the month of June.
- d. Community Management Department. A written report was provided and is attached to these minutes. Sylvia Mennel Assistant Community Manager gave the manager's 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, the 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 Assistant Community Manager, Mrs. Mennel, submitted the balance sheet and profit & loss budget versus actual statements from January 1 to July 11, 2014. The reports are attached to these minutes. The first meeting of the finance committee was held at 6 o'clock on July 8, 2014 the minutes are attached.
- h. Landscaping Committee. The Chairperson was not present and no written report was provided.
- i. Nominating Committee. The nominating committee's work was finished with the election of Mr. Padilla to the Board.
- j. Communications Committee. Mr. Bill Fenstermacher provided a written report. See attached minutes. The next meeting is scheduled for 10 AM August 4<sup>th</sup>, 2014.
- k. Public Safety Committee.. The committee meeting was held at 6 PM on July 14, 2014 The minutes of that meeting are attached to these minutes.
- l. Sports and Park Committee. Written report was provided. The Chairperson, Mrs. Melynda Porter, briefed on the report and answered questions. The next committee meeting was scheduled for August 14, 2014 See attached report
- m. Sports Sub-Committee. The committee minutes are attached to these minutes. Mr. Haskins ask about the schedule and was directed to check with Nancy Griffin.
- n. Strategic planning committee. The Committee meeting was held Monday, June 30 at 7:30 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 o'clock on August 21, 2014 for the ratification of the bylaws..

### **IV. UNFINISHED BUSINESS:**

- a. Status of sidewalk at Saxon Hill and Military Dr., West. Tabled pending further information.  
**TABLED**

b. Purchase of office equipment:

Projector for the conference room. The Board authorized the purchase of a portable projector for \$358 plus tax. The motion was made by Kenneth Fowler seconded by Ismael Padilla the motion passed unanimously. **OPEN**

c. Audit issues. **Closed**

d. Brick column survey results. Pending further information and determination of ownership **Closed**

e. Fire Station. . **Open**

f. Additional Playground Equipment for Tot Lot (two – five-year-old equipment addition). The Sports Park Committee recommended two toys for the 2 to 5-year-olds to the Board. After much discussion the Board rejected the proposed toys and send it back to committee

g. Installation of an automatic door opener for the handicapped members to be installed at the Community Center on one of the front doors. Three proposals will be considered in executive session. The motion was made by Kevin Drummonds and seconded by Kenneth Fowler. The motion was approved by a vote of 4-1, with Anthony Hoffman as the dissenting vote. **OPEN** The **DuraSwing 4** on demand door opener was ordered at a cost of \$1215+ tax

h. Hiring of a part time Administrative Assistant was approved by an electronic board vote of the Board of Directors. The results of the vote were three in favor and two opposed. Anthony Hoffman and Ismael Padilla were opposed. **Open**

i. Bushes/trees to block the view of Barb wire fencing (Point Breeze). Waiting on recommendations from landscaping committee. **OPEN**

j. Anthony Hoffman had suggested that we look into allowing the homeowners from Caracol Heights to use our pools. After much discussion it was decided that we could not allow this as it would be set a precedent and we could possibly have to allow other neighborhoods as well. **Closed**

## V. Executive/Emergency Session Results

- Report of Foreclosures: 2 (\$741.25) (\$1152.22)
- Report of Release of liens 3 (\$839.66) (\$927.74) (\$1066.13)
- Report of Lien Filings 1 (\$642.17)
- Investigations:

## VI. New Business

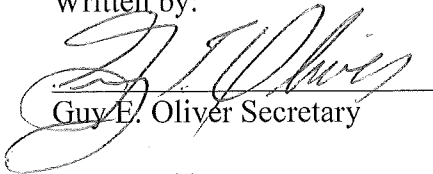
Additional restroom facilities at Sports Park. The Sports Park committee recommended that we hire an architect to design and supply the specs for the restrooms. A motion was made by Guy Oliver to hire an architect to design the restroom. The motion was seconded by Kenneth Fowler. The motion failed Anthony Hoffman, Ismael Padilla, and Kevin Drummonds where the dissenting votes. The Board sent it back to committee to look at the cost of hiring an architect and or a design build.

**VII. THE NEXT MEETING:** The Board agreed to hold the next regular meeting on Thursday, August 21, 2014, at 7 PM, in the Community Center. Immediately following the Special Meeting of the Members for ratification of the proposed bylaws.

**VIII. Adjournment:** there being no further business before the Board, the meeting was adjourned at 9:30 PM

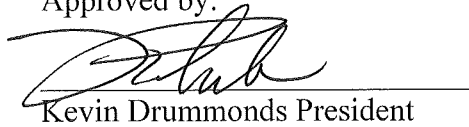


Written by:

  
Guy E. Oliver Secretary

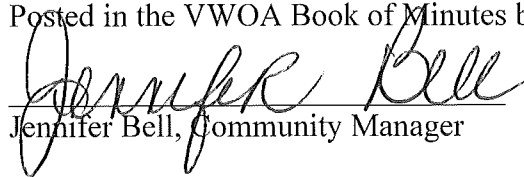
Date Aug 17, 2014

Approved by:

  
Kevin Drummonds President

Date 14 Aug 2014

Posted in the VWOA Book of Minutes by:

  
Jennifer Bell, Community Manager

Date Aug 14, 2014



## INVESTIGATION SUMMARY

(Proxy Fraud and Violation of VWOA Personnel Policy)  
14 August 2014

### Final Report to Homeowners

**During the May 22, 2014 Board of Director's meeting a homeowner requested that the Board investigate the proxies and verification process from the Annual Election held in April. The Board agreed to open an investigation. Below are the results of the inquiry.**

#### Verification Process

The 2014 Annual Meeting was held on April 17, 2014. The day/night of the election, each homeowner registered at the front desk and was verified if he/she were eligible to vote. If an individual turned in a proxy, the proxies were verified by the staff. The person who signed their proxy over had to be a Westcreek homeowner. VWOA received 86 proxies, of which 11 were invalid, as they were not signed by the legal homeowner(s).

**A. Proxy Investigation:** The evidence gathered during this inquiry showed that at least (3) of the twenty (20) sampled proxies validated were fraudulent. No additional proxies were validated as the signatures appeared valid and the percentage of invalid proxies would not constitute a significant change to the election results

- 1) In this case, Homeowners confirmed that they did not complete or turn in a proxy, but turned in an absentee ballot directly to the office. There was a signed proxy turned in, but the signatures did not match. Additionally, no absentee ballot was found in the absentee ballots.
- 2) Also, two (2) Homeowner's were discovered to have proxies submitted that could not be contacted either by the Association or their property managers. One (1) of which was an APO address and the signatures on the proxies do not match the signatures on the signature page in the Association. The other lived out of state.
- 3) Two (2) additional Homeowners had submitted proxies that had sold their property and no longer resided at the property at the time of the validation.

**B. Board Decision:** The Board discussed this at length and agreed, in principal, that although Mr. Hoffman signed and submitted the fraudulent proxies, there was no evidence to show that he actually created or knew of the fraud. On June 26, 2014 at the Board meeting, Mr. Hoffman confirmed that he distributed the libelous flyers within the community. After declining a request to resign, the Board decided unanimously to censure Mr. Hoffman for his involvement in the incident, specifically for his responsibility incurred by signing fraudulent proxies and continuing to support libelous statements/documents. Mr. Hoffman assured the Board that he would make a concerted effort to learn the facts and take the necessary steps to rectify the perceptions of the Homeowners concerning the letter/flyer. After discussion where it was understood that members of the Board must maintain a high degree of integrity and establish a good working relationship with other Board members, Staff and Homeowners alike, Mr. Hoffman and the Board as a whole agreed to learn their roles and without preconceived and unfounded/incomplete information, to work toward meeting their obligations toward all the Members of the Villages of Westcreek.

The Board discussed others involved or others that benefitted from the actions taken by a select few. It was agreed that no one else holds any responsibility for the actions of those individuals. Mr. Guy Oliver and Mr. Ismael Padilla both benefitted from the proxy issue. However, the evidence shows that neither was involved with the misinformation campaign or the collection of proxies. In addition, both individuals have attempted to determine the truth about the allegations, took a lead role in the investigation, and became involved with all aspects of the Association in order to become better Directors.

This investigation is now a closed matter.

# Parks and Recreation –August 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. Swim Lessons 4 ended Aug 1- 157 total in swim lessons this season
- b. Soccer Registration ended August 8, 2014

### Future Community Events:

- a. Soccer Meet & Greet – September 6, 2014
- b. National Night Out – October 7, 2014
- c. Fall Fest – November 8, 2014
- d. Soccer Tournament – November 15, 2014

### Concerns:

- a. Paint machine replacement approval

### Problems:

- a. 911 Phone at CC Pool still needs repair (In process)
- b. Basketball Court needs resurfacing (Ridges are tripping hazard)
- c. Lights on Basketball Court are still out – this is our most used area in the park and reduced lighting is a safety hazard
- d. Homeless people sleeping in Park

# Soccer Paint Machine

Titan PowrLiner- 550

The Park & Rec Department is requesting Board approval to purchase a new line striping machine for this soccer season. We have checked with three other complexes to see whether they use paint or chalk to line their fields.

Star Complex – paint

Great Northwest – paint

Olmos Basin – paint

We have the following comparison for your consideration:

## Chalk

\$6/50lbs

Must be done at least *twice* per week

Labor per week @ \$9.27 x 6 hrs. (max)=\$55.62

Chalk per week @ 10(50lb) bags=\$64.87 tax include

Total=\$120.50 per week x 9 weeks=\$1,084.50

## Paint

\$20/5gal

Must be done at least *once* per week

Labor per week @ \$9.27 x 4 hrs. (max)=\$37.08

Paint per week @ 7.5gal =\$32.43 tax included

Total=\$69.51 per week x 9 weeks=\$625.59

## Conclusion

***\$458.91 difference per season.***

The Parks & Recreation department would prefer to use paint for numerous reasons. Less labor is needed per week. Paint is more resistant to rain, where chalk would instantly wash away with water contact. Paint does not create a dust cloud when stepped on or kicked, unlike chalk. Spectators/parents complain of chalk getting on clothes, as well as chalk dust blowing in their face during games. Poll of Westcreek Coaches showed 100% preference for paint lined fields.

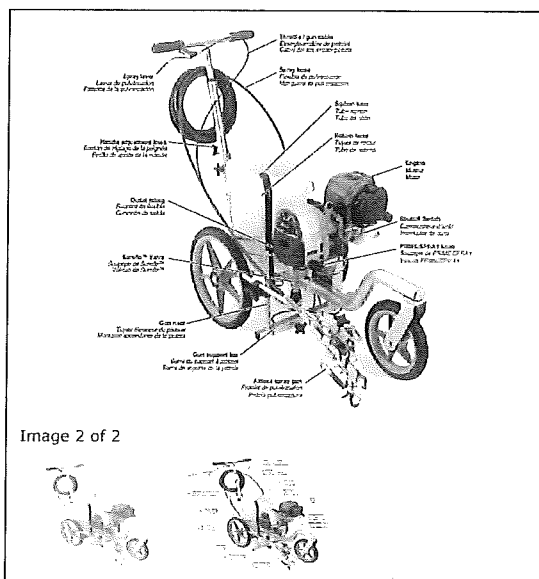
Three bids have been obtained: Proforma - \$1,315.00

Southern-Tool \$1,268.00

Sherwin Williams \$1,268.00 plus they will waive the \$70 we currently owe  
for diagnostic on old machine



## Titan Speeflo Powrliner Series 550



ID# NE-Titan550  
 Model  
 Year NEW  
 Price \$1,175  
 Shipping Call for Price  
 LEASE for Only \$29 / Month  
 Qualify Me For Financing

Quantity 1 [Add to Cart](#)

[Make An Offer](#)  
[Request More Info](#)  
[Request A Quote](#)  
[Payment Calculator](#)  
[Finance This Item](#)  
[Items Found Alert](#) ?  
[Price Drop Alert](#) ?  
[Save to Favorites](#)  
[E-mail to a Friend](#)  
[View e-Brochure](#)

Call Today: 1-518-218-7676

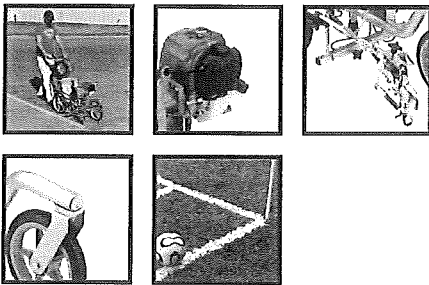
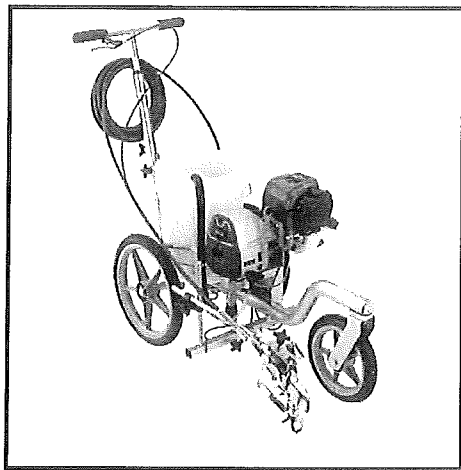
## Overview: Titan Speeflo Powrliner Series 550

[Description](#) [Product Details](#) [Products You May Like](#) [Recently Viewed](#)

## PowrLiner 550

- Recommended for smaller jobs on pavement, grass or turf.
  - Simple, compact design weighs only 67 lbs. - easy to use, transport and store.
  - Only requires one operator to transport and fits easily in most automobile trunks.
  - Powered by a dependable, easy-starting 37.7 cc 4-stroke engine
  - Equipped with LX-40 spray gun, 1908 (4" pattern) tip and 1/4" x 50' hose.
  - Designed to carry 5-gallon pail of paint.
  - Model No - 0290004
  - Max. Tip Size 1-Gun - .019"
  - Max. Output - .33gpm (1.3lpm)
  - Max. Spraying Speed - 106 linear ft. (32.3m) per minute @1.2 mph (1.9 kph)
  - Line Width Range - 2" - 12" (5cm - 30.5cm)
  - Max. Operating Pressure - 3000psi (17.2 MPa)
  - Max. Hose Length - 50' (15.2m)
  - Power Source - 37.7cc 4-stroke engine
  - Pump Drive - Clutch driven
  - Paint Outlet Filter Element Area - 60 mesh 3 in2 (19 cm2)
  - Gun, airless - 550-540, LX40
  - Hose, airless - 0315265, 1/4" x 50' (7.5m)
  - Tips, airless striping. Supplied per gun. - 1 ea., 665-1908, SC-6 Striping Tip, 4" line by .019" orifice
  - Operator Manual - 313-2300
  - Repair Kit (Pump/Gun) - 759-365 (pump) / NA (gun)
  - Weight (Unit/Crated) - 67 lbs (unit) / 75 lbs (crated)
  - Dimensions (Unit) - 41"H x 31"W x 60"L (104cm H x 79cm W x 152cm L)
  - Dimensions (Crated) - 38"H x 29"W x 42"L (97cm H x 74cm W x 107cm L)
  - Coatings Compatibility - Most advanced, low-VOC, waterborne traffic paints
  - Common Applications - Light-duty striping use on parking lots and athletic fields
- Shipping Dimensions: 24H x 26W x 46L Weight 90 Lbs  
 Item weight 83 Lbs

**CALL TODAY: 1-888-999-2660 or 1-518-218-7676**



## PowrLiner™ 550

The PowrLiner 550 is designed for entry level contractors and maintenance personnel who need a basic line striper capable of high-spraying pressures for smaller jobs on pavement, grass or turf.

- Simple, compact design weighs only 30 kg — easy to use, easy to transport and easy to store. Only requires one operator to transport and fits easily in most automobile trunks.
- Lightweight design makes basic stenciling easy and fast
- Perfect for any organization or municipal budget
- Fixed spray pressure
- 3 year warranty against manufacturer defects

FROM :

FAX NO. :

Jun. 16 2013 03:48PM P 1

DAILY STORE INFORMATION

INQUIRY

INVENTORY

1) Employee/Territory Sales	STORE A Total Qty on Hand:	0.00
2) PRODUCT VIEW	16) S Qty Available:	0.00
3)	FILE MAINTENAN Qty Committed:	0.00
4) Sales No: 1001957	Qty on Order:	0.00
5) Descr: POWRLINER 550	Minimum Ship Qty:	1.00
Product No: .01001957	Package Qty:	1.00
	Product File Cost:	0.00
	Store WAC Cost:	0.00
	Min:	0.00
	Max:	0.00
	Primary Bin:	N/A
6) Size: 99 EACH APO Code: 5		
7) Dept Cd: 53 SPRAY EQUIPMENT		
8) Sub Dept Cd: 69 LINE STRIPERS		
9) Category Cd: 011 TITAN LINE STRIPERS		
10) Manufacturer: 960241 TITAN		
11) Mfgr Part No: 0290004	Material Type:	
12) Tax Prod No:		
13) Priv. Tax Grp.: 93100	VERSION LV QTY PRICE	
14) UPC: 0-24964-19343-1		
Price Listed?: Y Rate Cd: SN	SE060IU7 LP 0	1,675.00

Use movement keys to scroll through prices ... LOOKUP for inventory levels

Nancy Griffin

\$11268

Waiving

70\$ Diagnostic fee  
on older Pump

FROM :

FAX NO. :

Jun. 15 2013 11:20AM P 3

## INQUIRY

## INVENTORY

## DAILY STORE INFORMATION

1)	Employee/Territory Sales	STORE A Total Qty on Hand:	0.00
2)	PRODUCT VIEW	16) S Qty Available:	0.00
3)		FILE MAINTENAN Qty Committed:	0.00
4)	Sales No: 1001957	Qty on Order:	0.00
5)	Descr: POWRLINER 550	Minimum Ship Qty:	1.00
	Product No: .01001957	Package Qty:	1.00
		Product File Cost:	0.00
		Store WAC Cost:	0.00
		Min:	0.00
		Max:	0.00
	Size: 99 EACH APO Code: 5	Primary Bin:	N/A
	Dept Cd: 53 SPRAY EQUIPMENT		
	Sub Dept Cd: 69 LINE STRIPERS		
	Category Cd: 011 TITAN LINE STRIPERS		
	Manufacturer: 960241 TITAN		
	Mfgr Part No: 0290004	Material Type:	
	Tax Prod No:		
	Priv. Tax Grp.: 93100	VERSION LV QTY PRICE	
	UPC: 0-24964-19343-1		
	Price Listed?: Y Rate Cd: SN	SE060IU7 LP 0	1,675.00

Use movement keys to scroll through prices ... LOOKUP for inventory levels

\$ 1294 + Tax

Nancy Griffin

\$ 1400.75

Sherwin Williams Quote  
will waive \$70 diagnostic on old machine

Pavement Technologies International Corp.  
 1525 Western Ave.  
 Albany, NY 12203-3513  
 Phone # 518-218-7676  
 Fax # 518-218-7999  
 Web Site www.PavementGroup.com

## PROFORMA INVOICE

Date	Quote #
8/12/2014	4367

<b>Buyer's Billing Information</b>
Villages of West Creek Attn: Nancy 210-679-8761 San Antonio TX 78253

<b>Buyer's Ship To Address</b>
Villages of West Creek Attn: Nancy 210-679-8761 San Antonio, TX 78253

Phone/s	Fax	E-mail	Rep	Terms
		vwoa-rd@sbcglobal.net	MP	Prepay

Item	Description	Qt	Cost	Total
Titan Po...	Titan Speeflo Powrliner Series 550	1	1,175.00	1,175.00T
Shipping ...	Shipping and handling to zip 78253(customer is responsible for offloading equipment)	1	140.00	140.00
Note New	Price does not include local, state or federal tax unless otherwise noted. Minimum 20% restocking fee, if/when applicable. Seller agrees to deliver equipment listed herein to customer's ship to address. Federal Excises Tax Of 12% may apply on certain items. Consult with your tax advisor for your exemption status. Tax exempt customers must provide a signed FET exemption letter on their company letterhead. The buyer herein accepts all charges and responsibility for unloading cargo from truck and should have unloading equipment available (fork lift, loading dock, roll-back truck etc). Delivery dates and times are 'not' guaranteed and are completely out of PTIC' control. Estimated delivery times are approximated and based solely upon information provided by the carrier. Unforeseen circumstances such as; limited carrier availability within shipping lane, un/loading delays, traffic, weather, etc, may delay delivery. The seller, Pavement Technologies International Corp., PTIC, neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this product/s. PTIC shall not be liable for any loss of profits, business, goodwill, data, interruption, of business, nor for incidental or consequential merchantability or fitness of purpose or damages, related to this agreement. Equipment will not be released to buyer until full payment is received and funds are confirmed.		0.00	0.00
X _____ x _____ x _____ Customer Signature                      Date                      Print Name				

Price may not include applicable taxes and buyer may be subject to Federal Excise Tax of 12%.	<b>Subtotal</b>	USD 1,315.00
	<b>Sales Tax (0.0%)</b>	USD 0.00
	<b>Total</b>	USD 1,315.00

**Nancy Griffin**

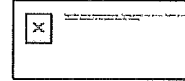
---

**From:** robert@southern-tool.com  
**Sent:** Tuesday, August 12, 2014 2:25 PM  
**To:** vwoa-rd@sbcglobal.net  
**Subject:** Subject: your SMITH-HAMILTON order RAWA

**SALES ORDER / QUOTATION**

**Southern-Tool.com**

*Internet Sales Department for Smith-Hamilton, Inc.*  
*providers of industrial grade tools since 1926*  
4401 NW 37th AVENUE • MIAMI, FL 33142  
800-458-3687 • E-mail: [sales@southern-tool.com](mailto:sales@southern-tool.com)  
[www.southern-tool.com](http://www.southern-tool.com)



INVOICES AND CHARGES WILL BE FROM SMITH-HAMILTON, INC.

Order date	08/12/2014	Bill to:	Ship to:
Sales order #	RAWA	VILLAGES OF WESTCREEK	QUOTED BY ROBERT THOMPSON
Customer #	RAWA		Ph: 800-458-3687 X801
Transaction ID	-		<a href="mailto:robert@southern-tool.com">robert@southern-tool.com</a>
		SAN ANTONIO , TX 78253	QUOTE GOOD FOR 30 DAYS

**THIS IS NOT AN INVOICE**

item	description	quantity	unit price	extended
TIA290004	PowrLiner 550	1.00	1218.000	1218.00
FREIGHT	FREE FREIGHT CHARGES	1.00	0.000	0.00
FRE-RESIDENTIAL	RESIDENTIAL FREIGHT CHARGE	1.00	50.000	50.00

Tax 0.00  
Total 1268.00

**Nancy Griffin**

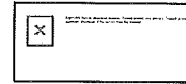
---

**From:** robert@southern-tool.com  
**Sent:** Tuesday, August 12, 2014 2:24 PM  
**To:** vwoa-rd@sbcglobal.net  
**Subject:** Subject: your SMITH-HAMILTON order RAWA

SALES ORDER / QUOTATION

**Southern-Tool.com**

*Internet Sales Department for Smith-Hamilton, Inc.*  
*providers of industrial grade tools since 1926*  
4401 NW 37th AVENUE • MIAMI, FL 33142  
800-458-3687 • E-mail: [sales@southern-tool.com](mailto:sales@southern-tool.com)  
[www.southern-tool.com](http://www.southern-tool.com)



INVOICES AND CHARGES WILL BE FROM SMITH-HAMILTON, INC.

Order date	08/12/2014	Bill to:	Ship to:
Sales order #	RAWA	VILLAGES OF WESTCREEK	QUOTED BY ROBERT THOMPSON
Customer #	RAWA		Ph: 800-458-3687 X801
Transaction ID	-		<a href="mailto:robert@southern-tool.com">robert@southern-tool.com</a>
		SAN ANTONIO , TX 78253	QUOTE GOOD FOR 30 DAYS

THIS IS NOT AN INVOICE

item	description	quantity	unit price	extended
TIA290004	PowrLiner 550	1.00	1218.000	1218.00
FREIGHT	FREE FREIGHT CHARGES	1.00	0.000	0.00

Tax 0.00  
Total 1218.00

# ***J & J CONSTRUCTION***

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

[Jamiejjconst@aol.com](mailto:Jamiejjconst@aol.com)

## **July Monthly Maintenance Report.**

### **Daily tasks:**

- \* All mowing is always done on a weekly schedule, and we do not deviate from it, only on emergency basis or weather issues. We have to maintain our schedule because subdivision is so large.
- \*Pick up trash along main road ways. Walk around Community Center for daily clean up.
- \*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.

### **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 due to rot.
- \* Removed graffiti from drainage ditch, electrical panels and signs.
- \*Work In progress on monument irrigation-some were without clocks or sprinklers and or valves. Some are functioning already.

### **Park:**

- \*Mowing all needed areas and along the creek.
- \*Inspecting existing park fixtures.
- \*Addressing vandalism.
- \*Blowing rocks in tot lot on a daily basis.
- \*Repairing door knobs and latches, ceiling fans and electrical outlets.
- \*Repairing water sprinkler valves

### **Community Center:**

- \*Maintain the centers exterior grounds.
- \*Pruning all of our flower beds.
- \* Replaced a/c air handler blower motor on a unit in attic.
- \* Replaced, repaired light bulbs in foyer, and ceiling fan, CC tables, and removed staples and or tape from Community Center walls and ceilings.
- \* Replace hose bibs in cc pool and install hose racks, and replace four ballasts in that area
- \* Install paper towel holder in men's restroom in CC.
- \* Installed ADA comply door opener in front door of Community Center.
- \* Ran electrical wiring for door opener.



## 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

July 2014

August 14, 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:	58 52 6	90% 10%
Staffing/Personnel:	Staffed with five (5) part time Standards Monitors.	Info	
		Number	Pct. +/-
Standards Violations Documented:	Violations of our standards were noted this month:	1062	161%
	Violations of our standards were noted last month:	1705	
		-643	
		Number	Pct. +/-
Personal Contact:	This Month:	166	129%
	Last Month:	214	
	Increase / Decrease from last month	-48	
		Number	Pct. +/-
Thank You Notices:	This Month:	86	92%
	Last Month:	79	
	Increase/Decrease (compared to total violations) from last month:	7	
		Number	
Re-Sale Inspections:	This Month:	20	
	Last Month:	15	
	Increase/Decrease from last month:	5	
		Number	
Yard/Garage Sales:	This Month:	56	
	Last Month:	53	
	Increase/Decrease from last month:	3	
<b>PROJECT MANAGEMENT</b>			
<b>PUBLIC SAFETY REPORT</b>			
	Military Dr~Bridge near Community Center	7/4/14-7/6/14	
	Reserve~Drain at entrance	7/4/14-7/6/14	
	VWOA Park~Bench	7/4/14-7/6/14	

Graffiti reported:	WC Oaks between Hollow village & Willowbrook village~Drain	7/10/14
	Estates~Creek Knoll~Fence	7/10/14
	WC Oaks near Saxonhill~Retaining wall	7/14/14
	Reserve~Drain at entrance	7/14/14
	Military Dr~Bridge between 1604 & Kingsbridge	7/18/14
Crime reported:	Reserve~Cars being egged & water faucets/sprinkler systems being turned on & left running over night	7/14/14
	Oaks~Knobsby Way area~Approx. 5 shots fired around 10:25 pm	7/31/14



**Villages of Westcreek**  
Owners' Association

Community Managers Report  
For July 2014  
Presented to the Villages of Westcreek Board of Directors  
August 14, 2014

Physical Plant

- SP Pool Maintenance completed
- Seeking bids for repairs to CC pool during off season
- Pools will go to weekends only starting August 25
- Emergency Phone line at the SP pool has been repaired and is functional
- Emergency Phone transmitter sent out for repair. If company is unable to repair, then new transmitter will need to be purchased

Personnel

- Part Time Admin position closes out Friday, August 15, 2014. Interviews to begin next week.
- Welcome Ray- our newest Standards Monitor
- BOD approved \$1000.00 discretionary fund limit for CM/ACM to utilize on behalf of the community

Other Items

- Monuments- Xeriscaping versus replacing/repairing irrigation
- Bexar County providing large dumpsters for Community Bulk Trash Pick Up day August 23, 2014 in the Sports Park overflow parking lot. We are awaiting list of approved bulk trash items from Bexar County

ID Cards (includes replacement reprints)

- 282

Exclusive Usage Contracts

- Pavilion Parties 5
- Community Center 8
- Pool Parties 10

Closings

- New 0 Resale 13

Constant Contact Email Status Report

- 1791 subscribers

Facebook

- 902 likes

**SUBJECT: Sports Park Committee Minutes**

**DATE: August 7, 2014**

**Committee Members in attendance: Guy Oliver (Alternate Chair), Joyce Oliver, Gene Hopkins, Bill Fenstermacher, Varnell Johnson, Roger Torres, Stephen Zajchowski, Lisa Williams & Heather Mallia**

**Meeting began at 7:00 PM.**

**The Sports Park Committee agreed with the Sports Committee to ask the Board of Directors to approve the funding of one pair of gloves for the soccer goalies (age 9 and over) of each team. Approximate cost is \$20 a pair for 5 or 6 teams.**

**With the Board's previous approval of \$5,000 to upgrade the Children's Playground for 2 to 5 year olds, the Members decided to take another look at other play equipment before making any further proposals to the Board of Directors. Our Recreation Superintendent was not present, however the members would like Ms. Griffin to attend the next meeting (yet to be announced) along with her catalogs of various play equipment.**

**Next, the Members discussed the placement of additional toilet facilities in the Sports Park. Instead of adding a facility at the pool and another at the pavilion, it was decided that it would be better to build only one facility and place it at the same location where the Community Center's Office was formally housed in a trailer. Reason, is that this site has the necessary water, sewer and electrical accommodations which would be more cost effective than the original plans. Realizing that this location is in a flood plain, it was recommended that the specifications for the foundation to be at least 6 inches above ground level.**

**These Minutes will be provided to the Board of Directors for discussion at the August 14th 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 Owners' Association  
Finance Committee

Minutes of 5 August 2014 Meeting

The 5 August 2014 meeting of the VWOA Finance Committee was called to order at 6:00 PM by the Chairman, Mr. Hoffman. Members present were:

Mr. Anthony Hoffman – VWOA Board Treasurer and Committee Chair  
Mr. Guy Oliver – VWOA Board Secretary  
Ms. Jennifer Bell – Community Manager  
Ms. Sylvia Mennel – Assistant Community Manager  
Mr. Bill Fenstermacher – Communications Committee Chair  
Mrs. Joyce Oliver  
Mr. Harold (Rick) Severs – Strategic Planning Committee Chair  
Mr. Gene Hopkins – Architectural Review Committee Chair  
Mrs. Barbara Hopkins  
Ms. Jeanne Woodward  
Ms. Heather Mallia  
Ms. Barbara Crabtree  
Ms. Lisa Williams  
Mr. Tony Fall  
Ms. Judi Cannon – Finance Committee Secretary

Mr. Severs suggested to the committee that it would be advisable to budget expenses on the high side and revenues on the low side. By doing this, he explained we would be better positioned at year end, with greater possibility of having excess funds to transfer into the capital reserve accounts. Ms. Cannon countered that budgeting should be as realistic and attainable as possible, not overstated or understated.

Mr. Severs also suggested the \$13K budgeted for employee incentives in 2014 be eliminated in the 2015 budget. Ms Cannon proposed that the committee begin the budgeting process by first reviewing the operating expenses line item by line item and address budgeting employee incentives/bonuses when all personnel costs are reviewed.

Mr. Hoffman discussed the need to reduce expenses anywhere possible, with particular emphasis upon interest being paid on the community center building loan. There was discussion about the discount rate being paid to banks for assessments paid by credit card. Mr. Hoffman wondered if those fees could be charged to the homeowner. That cannot be done legally, and is also not allowed by VWOA governing rules. He also suggested the VWOA Board look into changing banks to get lower fees. He will bring that up in the next board meeting.

The committee began their line-by-line review of operating expenses with the Corporate Expenses (account 8110) and worked down to the Insurance and Taxes category

(account 8140), where they will begin at the next meeting. There was discussion regarding the phone costs, which seemed excessive to some members. Ms. Mennel explained that there are several different communication costs roll into the one account. She stated the staff will break out the phone expense account to show the costs separately for office phones, emergency phone, cable TV, and tracking phone.

The next meeting of the Finance Committee was scheduled for Tuesday, 12 August, 2014, at 6:00 PM. There being no further business, the meeting was adjourned at 7:20 PM.



Judi R. Cannon  
Secretary, VWOA Finance Committee

Approved: \_\_\_\_\_



Anthony Hoffman, VWOA Finance Committee Chair

Date: 12 AUG 2014

## VILLAGES OF WESTCREEK OWNERS ASSOCIATION

### **Communication Committee Minutes**

August 4, 2014

The meeting was called to order by Bill Fenstermacher at 10:00 AM.

#### **In attendance**

Guy Oliver, Joyce Oliver, Jean Woodward, Michelle De Jongh, Gene Hopkins and Barbara Hopkins.

#### **Approval of Minutes**

Joyce Oliver made a motion to approve the minutes of July 7, 2014. Motion seconded by Jean Woodward. Minutes approved.

#### **Phase 3 Website Review**

We reviewed the web site's "About" section. Bill Fenstermacher noted that amenities are listed in two places and suggested that they be moved out of the "About" description. He suggested that "About" be about general information with each topic being a link (utilities, pets, amenities, etc.) to an expanded window. The amenities were changed from a list to a paragraph and added as a link under "About". The committee agreed. Bill Fenstermacher also noted that committee minutes do not need to be kept on the web site since they are already incorporated into the board's minutes. After some discussion and explanation, the committee agreed with the recommendation.

The committee discussed "Purpose of the Association". There was a paragraph for this, but no one was sure where the wordage came from. Bill Fenstermacher said he would like to really define what the goals and objectives are. But Guy Oliver said that if the description is pared down to just what is in the CC&Rs, then the description would lose a lot because that doesn't include responsibilities and purpose. He added that the current description doesn't mention the board of directors. They reviewed the list of ARs and found that AR26 explains the responsibility of the board. Bill Fenstermacher suggested that it be reworded so that the average reader could understand the purpose of the association, the general objectives, etc. Gene Hopkins reminded that the CC&Rs is like our Bible and cannot be changed unless you get 75% of homeowners' approval. But Bill Fenstermacher said he just wants to improve the overview description of those to make them clearer for anyone looking at the web site.

Bill Fenstermacher said that at the next meeting, he would like to work on the purpose, objectives and responsibility of members. He requested that committee members look over those three sections and make suggestions on how to make them easier to understand. He suggested that prior to the meeting, we could email each other our suggestions. He said he would start with the "About" page, make some of the agreed changes and send it to committee members so that we could all work off the same document.

**Next Meeting:** September 8, 2014 at 10:00 AM in the Community Center Conference Room since the first Monday of the month is a holiday.

Joyce Oliver motioned to adjourn at 11:00 AM. Motion seconded by Jean Woodward. Motion was passed unanimously.

Meeting adjourned at 11:00 am.

William L. Fenstermacher

Chair, Communication Committee



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

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4150 · Miscellaneous Income	2,472.77	1,000.00	1,472.77	247.28%
4170 · Program Fees				
4170.06 · Soccer	36,081.00	30,000.00	6,081.00	120.27%
4170.07 · Oktober Fest	45.00	2,500.00	-2,455.00	1.8%
4170.09 · Swim Lessons	10,045.00	10,500.00	-455.00	95.67%
4170.12 · Kick Boxing	4,512.70	8,000.00	-3,487.30	56.41%
4170.14 · Karate	1,681.88	3,000.00	-1,318.12	56.06%
4170.19 · Smash	788.42	2,500.00	-1,711.58	31.54%
4170.22 · Mardi Gras	955.00	2,500.00	-1,545.00	38.2%
4170.23 · Annual Picnic	180.00	500.00	-320.00	36.0%
4170.24 · National Night Out	0.00	500.00	-500.00	0.0%
4170.26 · Fit in the Park	160.00			
<b>Total 4170 · Program Fees</b>	<b>54,449.00</b>	<b>60,000.00</b>	<b>-5,551.00</b>	<b>90.75%</b>
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	881,971.13	1,057,992.00	-176,020.87	83.36%
5020 · Bldr Asmts	8,188.98			
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	104.05	1,000.00	-895.95	10.41%
5042 · Late Fee Finance Charge	6,158.67	6,500.00	-341.33	94.75%
<b>Total 5040 · Interest</b>	<b>6,262.72</b>	<b>7,500.00</b>	<b>-1,237.28</b>	<b>83.5%</b>
5050 · Collection/NSF Costs	4,520.43	2,500.00	2,020.43	180.82%
5060 · Pool Revenue				
5063 · Pool Usage Fee	2,985.00	3,000.00	-15.00	99.5%
5065 · Photo ID's	1,490.50	2,400.00	-909.50	62.1%
5066 · Party Lifeguard	1,945.00	3,000.00	-1,055.00	64.83%
5067 · Pool Guest Pass	5,298.00	3,500.00	1,798.00	151.37%
5060 · Pool Revenue - Other	51.00			
<b>Total 5060 · Pool Revenue</b>	<b>11,769.50</b>	<b>11,900.00</b>	<b>-130.50</b>	<b>98.9%</b>
5080 · Resale Info				
5081 · Resale Certificate	17,553.70	13,500.00	4,053.70	130.03%
5083 · Transfer/Refinance Fees	6,947.01	7,500.00	-552.99	92.63%
<b>Total 5080 · Resale Info</b>	<b>24,500.71</b>	<b>21,000.00</b>	<b>3,500.71</b>	<b>116.67%</b>
<b>Total 5000 · Revenue</b>	<b>937,213.47</b>	<b>1,121,389.00</b>	<b>-184,175.53</b>	<b>83.58%</b>

# Villages of Westcreek Owners Association

## Profit & Loss Budget vs. Actual

### January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
5100 · Newsletter Advertisement	10.00	3,500.00	-3,490.00	0.29%
5200 · Rumage/Yard Sales	4,185.00	4,500.00	-315.00	93.0%
5400 · Pavilion Rental	5,155.00	6,000.00	-845.00	85.92%
5600 · Fence Repair Reimbursement	150.00	10,000.00	-9,850.00	1.5%
5800 · Community Center				
5805 · Community Center Rental	9,100.50			
5806 · SO Monitor	3,250.00			
5807 · CC Cleaning	4,265.00			
5800 · Community Center - Other	0.00	20,000.00	-20,000.00	0.0%
Total 5800 · Community Center	16,615.50	20,000.00	-3,384.50	83.08%
5900 · Concession Stand	3,732.05	4,000.00	-267.95	93.3%
Total Income	1,024,897.16	1,232,889.00	-207,991.84	83.13%
Gross Profit	1,024,897.16	1,232,889.00	-207,991.84	83.13%
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	4,502.75	5,500.00	-997.25	81.87%
8122 · Due & Subscptns	169.00	650.00	-481.00	26.0%
8123 · Record Storage	450.00	660.00	-210.00	68.18%
8124 · Acctng Svcs	12,010.00	18,000.00	-5,990.00	66.72%
8125 · Consulting Expns				
8125.01 · A/R Legal Fees	3,510.69			
8125.02 · Othr Legal	8,779.27	3,000.00	5,779.27	292.64%
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	16,089.96	7,100.00	8,989.96	226.62%
8126 · Postage				
8126.01 · Gen Ofc	895.75			
8126 · Postage - Other	3,918.06	6,000.00	-2,081.94	65.3%
Total 8126 · Postage	4,813.81	6,000.00	-1,186.19	80.23%
8127 · Printing and Copying				
8127.01 · General Office	365.53			
8127 · Printing and Copying - Other	3,064.33	4,500.00	-1,435.67	68.1%

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

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
Total 8127 · Printing and Copying	3,429.86	4,500.00	-1,070.14	76.22%
8128 · Notes Payable - Comm Ctr Int	49,460.77	99,800.00	-50,339.23	49.56%
Total 8120 · Admin & Finance	90,926.15	142,210.00	-51,283.85	63.94%
8130 · Operating & Maint				
8131 · Utilities				
8131.01 · Electric	25,980.50	35,000.00	-9,019.50	74.23%
8131.02 · Water/Sewer	10,949.65	35,000.00	-24,050.35	31.29%
8131.03 · Phone	4,635.80	6,200.00	-1,564.20	74.77%
Total 8131 · Utilities	41,565.95	76,200.00	-34,634.05	54.55%
Total 8130 · Operating & Maint	41,565.95	76,200.00	-34,634.05	54.55%
8140 · Ins & Taxes				
8140.01 · Liab & Prop Damage	17,814.52	38,000.00	-20,185.48	46.88%
8140.03 · Workman's Comp	8,147.00	4,000.00	4,147.00	203.68%
8140.05 · Corp & Prop Taxes	796.81	3,200.00	-2,403.19	24.9%
8140.06 · Employer Payroll Taxes	19,885.43	27,000.00	-7,114.57	73.65%
8140.07 · Business Auto	999.00	2,200.00	-1,201.00	45.41%
Total 8140 · Ins & Taxes	47,642.76	74,400.00	-26,757.24	64.04%
8000 · Operating Expenses - Other	677.70			
Total 8000 · Operating Expenses	181,441.12	293,726.70	-112,285.58	61.77%
8200 · Administration				
8210 · Salaries				
8210.01 · Payroll Expenses	543.73	750.00	-206.27	72.5%
8211 · Managerial Salaries				
8211.01 · Manager	38,240.45	58,710.00	-20,469.55	65.13%
8211.02 · Assistant Manager	20,798.94	36,420.00	-15,621.06	57.11%
Total 8211 · Managerial Salaries	59,039.39	95,130.00	-36,090.61	62.06%
8212 · Administrative Salaries				
8212.01 · Administrative Assistants	34,060.76	66,450.00	-32,389.24	51.26%
8212.02 · Standards Coordinator	20,688.57	31,744.00	-11,055.43	65.17%
8212.04 · Standards Compliance Monitors	27,816.01	46,800.00	-18,983.99	59.44%
Total 8212 · Administrative Salaries	82,565.34	144,994.00	-62,428.66	56.94%
Total 8210 · Salaries	142,148.46	240,874.00	-98,725.54	59.01%
8220 · Operations				
8220.01 · Licenses & Permits	378.94	300.00	78.94	126.31%
8220.02 · Equipment Purchases	378.02	650.00	-271.98	58.16%

# Villages of Westcreek Owners Association

## Profit & Loss Budget vs. Actual

### January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
8220.03 · Travel Expenses	3,781.90	5,500.00	-1,718.10	68.76%
8220.04 · Parking	0.00	100.00	-100.00	0.0%
8220.05 · Meals	150.00	175.00	-25.00	85.71%
8220.06 · Education Expenses	460.94	2,000.00	-1,539.06	23.05%
8220.07 · Staff Performance Incentive	0.00	13,000.00	-13,000.00	0.0%
8220.09 · Office Supplies	4,790.20	3,000.00	1,790.20	159.67%
8220.10 · Equipment Rental	3,723.96	4,000.00	-276.04	93.1%
8220.11 · Software and Computer Periphra	444.20	1,500.00	-1,055.80	29.61%
8220.12 · Misc Admn Exp	292.20	1,500.00	-1,207.80	19.48%
8220.13 · Signage	430.48	2,000.00	-1,569.52	21.52%
8220.14 · CC Maint & Repair	2,251.57	2,000.00	251.57	112.58%
8220.15 · News Layout/Ed.	2,291.88	3,500.00	-1,208.12	65.48%
8221 · Monitoring				
8221.01 · Services SP	17,751.53	29,000.00	-11,248.47	61.21%
8221.02 · Sevices CC	3,079.42	3,000.00	79.42	102.65%
8221.03 · Party Monitoring	2,371.37	2,500.00	-128.63	94.86%
Total 8221 · Monitoring	23,202.32	34,500.00	-11,297.68	67.25%
8220 · Operations - Other	595.38			
Total 8220 · Operations	43,171.99	73,725.00	-30,553.01	58.56%
8230 · Scheduled Service Contracts				
8230.02 · Landscape	89,225.00	154,800.00	-65,575.00	57.64%
8230.03 · Pest Control	495.40	1,000.00	-504.60	49.54%
8230.04 · Trash Removal	2,075.24	1,950.00	125.24	106.42%
8230.05 · Street Sweeping	665.60	1,020.00	-354.40	65.26%
8230.06 · Pool Maintenance & Management	22,152.38	34,000.00	-11,847.62	65.15%
8230.08 · Janitorial Contract-Spec Cleang	2,200.00	2,500.00	-300.00	88.0%
8230.09 · Weekly Janitorial Contract CC	4,500.00	4,500.00	0.00	100.0%
8230.10 · Comm Ctr HVAC Main Contr	166.08	600.00	-433.92	27.68%
8230.11 · Com Str Fire/Burglar Alarm	1,822.97	2,800.00	-977.03	65.11%
8230.12 · Computer Service Contract	2,999.82	4,680.00	-1,680.18	64.1%
8230.13 · Drug Testing	0.00	300.00	-300.00	0.0%
8230.14 · Hog Trapping	0.00	300.00	-300.00	0.0%
Total 8230 · Scheduled Service Contracts	126,302.49	208,450.00	-82,147.51	60.59%
Total 8200 · Administration	311,622.94	523,049.00	-211,426.06	59.58%
8300 · Maintenance				
8320 · Operations				
8320.01 · Plumbing	2,231.67	1,000.00	1,231.67	223.17%
8320.02 · Irrigation	2,246.77	1,500.00	746.77	149.79%
8320.03 · Landscaping	2,750.44	5,000.00	-2,249.56	55.01%
8320.04 · Electrical/Lighting	2,939.09	2,500.00	439.09	117.56%

# Villages of Westcreek Owners Association

## Profit & Loss Budget vs. Actual

### January through December 2014

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
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%
8320.07 · Vandalism Expense	5,087.68	3,500.00	1,587.68	145.36%
8320.08 · Park Fence/Gate Mx	116.47	500.00	-383.53	23.29%
8320.09 · Major Street Fences	1,737.35	8,000.00	-6,262.65	21.72%
8320.10 · Natural Area Maintenance	78.43	1,000.00	-921.57	7.84%
8320.11 · Improved Area Maintenance	1,785.00	2,400.00	-615.00	74.38%
8320.12 · Operating Supplies	1,442.90	4,000.00	-2,557.10	36.07%
8320.13 · Tools/Equipment	293.96	1,000.00	-706.04	29.4%
8320.14 · Uniforms/Safety	202.97	250.00	-47.03	81.19%
8320.15 · Equipment Repairs	331.41	500.00	-168.59	66.28%
8320.17 · Pest Control Supplies/Treatment	93.41	800.00	-706.59	11.68%
<b>Total 8320 · Operations</b>	<b>21,380.97</b>	<b>33,550.00</b>	<b>-12,169.03</b>	<b>63.73%</b>
<b>Total 8300 · Maintenance</b>	<b>21,380.97</b>	<b>33,550.00</b>	<b>-12,169.03</b>	<b>63.73%</b>
<b>8400 · Recreation Department</b>				
<b>8410 · Salaries</b>				
<b>8411 · Office</b>				
8411.01 · Recreation Director	20,891.83	31,988.00	-11,096.17	65.31%
8411.02 · Assistant Recreation Director	10,700.01	14,420.00	-3,719.99	74.2%
<b>Total 8411 · Office</b>	<b>31,591.84</b>	<b>46,408.00</b>	<b>-14,816.16</b>	<b>68.07%</b>
<b>8412 · Pool Operation</b>				
8412.02 · Head Lifeguard	1,700.42	6,000.00	-4,299.58	28.34%
8412.03 · Lifeguards	19,592.90	19,000.00	592.90	103.12%
8412.04 · Gate Guards for Pool	11,301.60	18,000.00	-6,698.40	62.79%
8412.05 · Swim Lessons	6,041.90	4,800.00	1,241.90	125.87%
8412.06 · Pool Party Payroll	2,228.90	3,500.00	-1,271.10	63.68%
<b>Total 8412 · Pool Operation</b>	<b>40,865.72</b>	<b>51,300.00</b>	<b>-10,434.28</b>	<b>79.66%</b>
<b>Total 8410 · Salaries</b>	<b>72,457.56</b>	<b>97,708.00</b>	<b>-25,250.44</b>	<b>74.16%</b>
<b>8413 · Concession Stand</b>	<b>1,830.46</b>	<b>1,500.00</b>	<b>330.46</b>	<b>122.03%</b>
<b>8420 · Programs</b>				
8420.01 · Special Events & Mntly Activ	631.91	1,500.00	-868.09	42.13%
8420.02 · Annual Barbeque	100.00	10,500.00	-10,400.00	0.95%
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	677.36	2,000.00	-1,322.64	33.87%
8420.09 · Soccer	15,255.16	17,500.00	-2,244.84	87.17%
8420.11 · Sports Equipment	0.00	1,000.00	-1,000.00	0.0%
8420.12 · Uniforms	162.38	500.00	-337.62	32.48%
8420.13 · New Programs	0.00	800.00	-800.00	0.0%

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

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
8420.14 · Oktoberfest	0.00	4,000.00	-4,000.00	0.0%
8420.18 · Kickboxing	3,419.06	6,000.00	-2,580.94	56.98%
8420.20 · Mardi Gras	5,788.48	6,500.00	-711.52	89.05%
8420.21 · National Night Out	0.00	1,500.00	-1,500.00	0.0%
8420.22 · Fit in the Park	60.00			
<b>Total 8420 · Programs</b>	<b>26,464.62</b>	<b>52,600.00</b>	<b>-26,135.38</b>	<b>50.31%</b>
<b>8430 · Pool</b>				
8430.01 · Pump Mx	422.74	1,000.00	-577.26	42.27%
8430.02 · Pool and Deck Repair	3,155.52	500.00	2,655.52	631.1%
8430.03 · Bath House and Cabana Rep	790.62	500.00	290.62	158.12%
8430.04 · Misc Pool Exp/Furniture	816.73	2,000.00	-1,183.27	40.84%
<b>Total 8430 · Pool</b>	<b>5,185.61</b>	<b>4,000.00</b>	<b>1,185.61</b>	<b>129.64%</b>
<b>Total 8400 · Recreation Department</b>	<b>105,938.25</b>	<b>155,808.00</b>	<b>-49,869.75</b>	<b>67.99%</b>
<b>8500 · Misc. &amp; Contingency</b>				
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%
<b>8520 · Uncollectible Exp</b>				
8520.01 · Assessments	1,070.21	2,500.00	-1,429.79	42.81%
8520.04 · Legal Fees	-1,848.23	5,000.00	-6,848.23	-36.97%
<b>Total 8520 · Uncollectible Exp</b>	<b>-778.02</b>	<b>7,500.00</b>	<b>-8,278.02</b>	<b>-10.37%</b>
<b>Total 8500 · Misc. &amp; Contingency</b>	<b>-778.02</b>	<b>11,000.00</b>	<b>-11,778.02</b>	<b>-7.07%</b>
<b>8980 · Depreciation Expense</b>	<b>17,500.00</b>	<b>30,000.00</b>	<b>-12,500.00</b>	<b>58.33%</b>
<b>9500 · Reserved Funds</b>				
9520 · Capital Replacement Rsrv	19,823.00	94,000.00	-74,177.00	21.09%
9530 · Capital Improvement Rsrv	3,605.00	50,000.00	-46,395.00	7.21%
<b>Total 9500 · Reserved Funds</b>	<b>23,428.00</b>	<b>144,000.00</b>	<b>-120,572.00</b>	<b>16.27%</b>
<b>Total Expense</b>	<b>660,533.26</b>	<b>1,191,133.70</b>	<b>-530,600.44</b>	<b>55.45%</b>
<b>Net Ordinary Income</b>	<b>364,363.90</b>	<b>41,755.30</b>	<b>322,608.60</b>	<b>872.62%</b>
	<b>364,363.90</b>	<b>41,755.30</b>	<b>322,608.60</b>	<b>872.62%</b>