



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

**Regular Board of Directors Meeting Agenda
Thursday, 7 PM, June 18, 2015 @ Community Center**

- **Call to Order and Pledge of Allegiance to the Flag**
- **Review/approve previous minutes**
- **Members/Guest forum**
- **Department/Committee reports**
 - Recreation Department
 - Maintenance Department
 - Standards Department
 - Administrative Department
 - Community Management Department
 - Architectural Review Committee
 - Standards review/update Committee
 - Finance Committee
 - Landscaping Committee
 - Nominating Committee
 - Communications Committee
 - Public Safety Committee
 - Sports Park Committee
 - Sports Committee
 - Strategic Planning Committee
- **Unfinished Business**
 - Status of sidewalk at Saxon Hill and Military Dr., West. **OPEN**
 - Purchase of equipment for tot lot 2 to Five-year-old **CLOSED**
 - Additional toys for tot lot. **OPEN**
 - Restrooms for Sports Park. Pre-platting meeting **OPEN**
 - Cleanup of three privately owned lots in Highpoint. **CLOSED**
 - Website improvements. **OPEN**
 - City Annexation **CLOSED**
 - Ways to increase storage at Community Center **CLOSED**
 - Top Dressing Sports Park Fields **OPEN**
 - Community Center Baby Pool leak detection **OPEN**
 - Basketball Court repair **OPEN**
 - Electronic Voting referred to the Communications Committee for further information **OPEN**
 - Leaning brick columns and fences. AR 32 **TABLED**
 - By-laws section 8.04 **CLOSED**
 - Pool schedule August 27 to October 4. **CLOSED**
- 6. **Executive/Emergency Session Results**
 - Report of Foreclosures \$
 - Report of Release of Liens \$
 - Report of Lien Filings \$
 - Notice of Trustee's Sale \$
- 7. **New Business**
 - **Purchase of AED Equipment**
 - **Soccer Registration Fee**
 - **TPC Costs**
- 8. **Schedule next monthly meeting**
- 9. **Adjournment.**

Regular Meeting of the Board of Directors
Thursday, May 21, 2015

Open Meeting: The Regular Meeting of the Board of Directors was called to order by the President, at 7:01 PM on Thursday, May 21, 2015. The purpose of the meeting was to conduct regular business as identified in the pre-announced agenda. Following the Pledge of Allegiance, the minutes were reviewed and approved. The motion to approve the minutes was made by Kevin Drummonds. The motion was seconded by Christopher Bell. Motion carried 5- 0

Board members present:

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

Guy Oliver, Secretary
Christopher Bell, Treasurer

Board Members Absent: None

Staff present:

Jennifer Bell, Community Manager
Sylvia Menell, Assistant Community Manager
Melynda Porter, Administrative Superintendent
Adrian Suttles, Superintendent of Standards
Jamie Esquivel Superintendent of Maintenance

Members Present:

Joyce Oliver	Steve Zajchowski	Barb Hopkins
Gene Hopkins	Bill Fenstermacher	Corey O'Brien
Robert Furr	Nick Giardino	Lisa Williams

Guests Present:

None

II. Open Forum:

Mr. Gentry opened the members and guest forum. Mr. Furr reported that the road extension off of Sage Run has been paved but is not open. People are moving the barricades and using it anyhow. He also stated that he believed Sage Run would need speed bumps when the extension was opened.

III. Committee/Department Reports:

Recreation Department. A written report was provided and is attached to these minutes. The Department is working on getting bids to resurface the basketball court.

- Maintenance Department. A written report was provided and is attached to these minutes.
- Standards Department. A written report was provided and is attached to these minutes.
- Community Management Department. A written report was provided and is attached to these minutes. Mrs. Bell gave the managers' report and financial report.
- Architectural Review Committee. A written report was provided and is attached to these minutes.
- Standards Review/Update Committee. A verbal report was given. The committee is getting very close to finishing.
- Finance Committee. The Treasurer, Mr. Bell stated that the first Finance Committee meeting would be June 3 at 6 o'clock. Mr. Gentry asked Mr. Hoffman to work with Mr. Bell on the Finance Committee and Budget.
- Landscaping Committee. There is no chairperson, therefore no report submitted.

- Nominating Committee. Sylvia Menell, Assistant Community Manager submitted minutes for the April 16 meeting of the can committee minutes are attached to these minutes
- Communications Committee. Mr. Fenstermacher stated that the communications committee was working with the web developer on restoring the website after a virus corrupted it.
- Public Safety Committee. Mr. Giardino was upset that the National Night Out had been canceled and changed to the Family Fun Day on the Sunday before.
- Sports and Park Committee. No report
- Sports Sub-Committee. No report.
- Strategic Planning Committee. No report.
- Administrative Report (Assessments collected). A written report is provided in attached to these minutes.

IV. Unfinished Business:

- Status of sidewalk at Saxon Hill and Military Dr., West. Bexar County's contractor is working on installing the sidewalk **OPEN**
- Bushes/trees to block view of barb wire fencing (Point Breeze). It was moved by Kevin Drummonds that this item be dropped. The motion was seconded by Anthony Hoffman. The motion passed unanimously **CLOSED**
- Installation of equipment for tot lot 2 to 5-year-olds. The equipment previously approved by the board shall be installed where the old sandbox was per the proposal for \$1800 for installation of items and shipping. The motion was made by Kenneth Fowler. The motion was seconded by Ismael Padilla. Approved Unanimously **OPEN**
- Restrooms for Sports Park. **OPEN**
- Website improvements. **OPEN**
- Ways to increase storage in our facilities. The motion was made by Richard Gentry and seconded by Guy Oliver to close this item. Motion carried unanimously **CLOSED**
- Top Dressing the Sports Park fields **OPEN**
- Community Center Baby Pool leak detection. **OPEN**
- Basketball Court repair. **OPEN**
- **V. Executive/Emergency Session Results**
- **Report of Foreclosures:** \$1113.49 \$839.49
- **Report of Release of Liens** \$935.36 \$451.83 \$724.59 \$542.89 \$1012.76
- **Report of Lien Filings** None
- **Notice of Trustee's Sale:** None
- EEOC complaint was settled \$31,500
(See attached Administrative report)

VI. New Business:

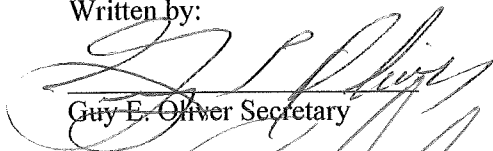
- Electronic voting: Referred to the communications committee for additional information and to research other companies **OPEN**
- Additional toys for tot lot: Richard Gentry presented a request for additional 2 to 5-year-old toys for the tot lot this request was accompanied by support of parents using the tot lot. Mr. Gentry made a motion to approve \$10,280 for the toys and \$1322 for shipping. The motion was seconded by Mr. Christopher Bell. The motion was approved unanimously

- Leaning brick columns and fences AR32 **TABLED** waiting on advice from Attorney
- By-laws section 8.04. Has been reviewed by our Attorney and is legal **CLOSED**
- Platting for restrooms pre-platting meeting: The Assistant Community Manager requested the board approved expenditure of \$400 to pay the City of San Antonio for a pre-platting meeting the motion was made by Richard Gentry to approve the \$400. Motion was seconded by Guy Oliver. The motion carried. 4 -1 Anthony Hoffman opposed **OPEN**
- Pool schedule August 27 to October 4 Sports Park pool will be open from 5 PM to 9 PM weekdays 10 AM to 8 PM weekends the motion was made by Kevin Drummonds and seconded by Guy Oliver. The motion was approved unanimously
- Pay J&J construction for equipment used to top dress sport Park fields: . The motion was made by Mr. Gentry and seconded by Mr. Oliver to pay the contractor \$575 for the use of his Bobcat to top dress the fields. The Board felt that the labor was included in his contract. The motion carried. 4 -0 with Mr. Kevin Drummonds abstaining
- National Night out: National night out a motion was made by Mr. Gentry the national night out be held in the Park. The motion was seconded by Mr. Bell. The motion carried 3 -2 Mr. Anthony Hoffman and Mr. Guy Oliver opposed **OPEN**

VII. Schedule next monthly meeting: June 18, 2015 in the Community Center

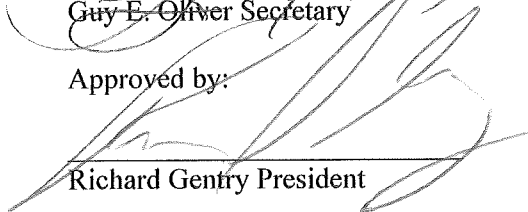
VIII. Adjournment: There being no further business before the Board, the meeting was adjourned at 8:35 PM.

Written by:


Guy E. Oliver Secretary

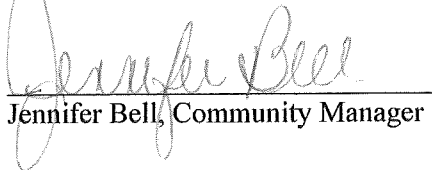
Date 6-18-15

Approved by:


Richard Gentry President

Date 16 June 15

Posted in the VWOA Book of Minutes by:


Jennifer Bell, Community Manager

Date 6-18-2015

PARKS AND RECREATION

May 2015 Report

I. Current Programs/Classes

- a) SmashDance- Mon. 5:40 pm- Ballet/trap – 6:30 pm- Hip-hop
- b) Zumba- Tue & Thurs. 7:30PM
- c) Water Aerobics- Mon. Wed. 8:00PM
- d) Water Zumba- Thursday 8:00PM
- e) Turbo Kick- Wed 6:30 PM
- f) Body Boot camp – Mon 7:30PM
- g) Pilates / Yoga- Wed 7:30 PM
- h) Swim lessons-
Session 1 started June 15th
- i) Swimming pools- Both swimming pools are officially opened as of June 7th

II. Possible Program- Villages of West Creek Sports Camp- contractor Phillip Zavala Approved for presentation to BOD by Sports committee

- Something we have anticipated to do in the past
- Very respectful, lots of references

III. Issues:

- a) What is the Pool Area capacity
- b) Park Enhancements-
 - Jogging track needs to be grated and leveled
 - Pavilion bathroom floor needs to be repainted- blue paint
 - Basketball and tennis courts need repaired
 - Address should be at the park in a visible spot, possible a metal sign on the playground fence or near our pool and pool signs.

IV. Past Events:

Soccer Tournament- Saturday, May 16, 2015

Swim team registration

WC Jubilee- Attendance- approximately 1,200

Activities included- People's choice Car Show w/10 cars,

- a) Carnival rides included- Tubs of fun, Mindwinder, Rockwall, Bungee, Moonwalk and Mini Coop, 100 Foot Fun Slide, Chair Swing, & the Dragon Tales PlayStation- **10 total**
- b) Mr. Gentry worked with Ozarka to donate 600 bottles of water (\$3.98 per 24 pack = approximately \$100)

V. Upcoming Events

- a) Soccer Registration begins June 29 (for homeowners) & July 11th (for non-homeowners)
- b) Swim lessons
Session 2 -June 29
Session 3 -July 1

J & J CONSTRUCTION

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

Jamiejjconst@aol.com

May Maintenance Report

Total work orders opened: 45

Total work orders closed: 40

Open work orders: 5

- 2 open work orders- holding for rental of a lift (basketball court lights, tennis court lights)
- 2 open work orders- instructed to wait due to research of material warranty
- 1 open work order- timers- additional wiring needed

Upcoming Projects – Top dress SP fields

- Needs fill dirt to fill in erosion and holes
- Request crushed granite for the track
- Community Center building stucco cracking
- Community Center floor needs redone
- Asphalt for CC and SP parking lots need repair

Daily Tasks:

- *Mowing all needed areas and trim along fence lines and curbs is on a schedule that is only deviated from on an emergency basis, such as weather. We have to maintain our schedule because subdivision is so large. We have had a great deal of rain, and we have had to delay some mowing especially in the easements and drainage ditches.
- *Pick up trash along main road ways
- *Walk around Community Center for trash and debris
- *Clean and hose down sidewalks around building.

Mowing:

- *Mow all needed areas, and trim along fence lines and curbs.
- *Spraying herbicide for weeds.
- * The rains have had a great impact on our schedule.
- * We have had a great deal of rain, and we have had to delay some mowing especially in the easements and drainage ditches. Our machines have not been able to go into these areas.
- * With the weeds overgrown because of rains it has damaged some of our equipment and we have had to recover from that.

Land:

- *Daily trash pick-up and inspection of property for hazards.
- *Cutting and shredding all new accumulated right of ways.
- * Worked on lights at monuments and Sports Park
- * Worked on tot lot lights
- * We have been adding new mulch to clock tower and we will move along all monuments as needed.

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

May 2015

June 18, 2015

TOPICS	ACTION AND/OR NOTES	STATUS	
ARC Committee Membership:	The ARC is staffed with five (5) community residents who volunteer their time on a weekly basis.	Info	
Property Improvement Applications (PIA): (see ARC Committees' report)	Submitted to ARC: Approved: Disapproved:	74 60 14	 81% 19%
Staffing/Personnel:	Staffed with six (6) part time Standards Monitors.	Info	
		Number	Pct. +/-
Standards Violations Documented:	Violations of our standards were noted this month:	944	-44%
	Violations of our standards were noted last month:	1692	
		-748	
		Number	Pct. +/-
Thank You Notices:	This Month:	137	-26%
	Last Month:	186	
	Increase / Decrease from last month:	-49	
		Number	Pct. +/-
Personal Contact:	This Month:	28	-24%
	Last Month:	37	
	Increase / Decrease from last month:	-9	
		Number	
Re-Sale Inspections:	This Month:	22	
	Last Month:	17	
	Increase / Decrease from last month:	5	
		Number	
Yard/Garage Sales:	This Month:	34	
	Last Month:	19	
	Increase / Decrease from last month:	15	

PROJECT MANAGEMENT

PUBLIC SAFETY REPORT		
Graffiti reported:	Estates-Creek Knoll; Oaks-Adriana Maria, Barkston, Stanton; Quail Meadow-Gwendolen; Willowbrook~Mailboxes & Utility boxes	Weekend of 5/16/15-5/17/15
	Park-Jacobs Pond~Utility box	Week of 5/25/15-
	Forest-Sage Run~Mailbox	Week of 5/25/15-
	Summit-Creek Ranch~Sidewalk	Week of 5/25/15-
Crime reported:	Pointe-Crescent Chase~Someone went through vehicle while parked in driveway, nothing taken or broken.	5/20/15

Crime reported.

VWOA~Multiple cars broken/gone into throughout neighborhood,
various items taken.

5/28/15



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

Administrative Board Report-18 June, 2015

- Collections Break Down for May-2015
- Break down of release of Liens \$102.00, \$939.81,
- 6 Files were opened in May, 2015
- Total number of open accounts with ASD is ⁴³36²-totaling \$37,477.55
- Report of Lien Filings \$939.43
- Total monies collected in 1st Quarter 2015-\$479,832.72
- Paypal money collected \$2728.72
- Total money collected this Fiscal Year- \$752,714.08



Villages of Westcreek Owners' Association

Community Managers Report for May 2015

Presented to the Villages of Westcreek Board of Directors June 18, 2015

Physical Plant

- Over \$68,000.00 has been collected via PayPal online payment system
- Pools opened-The full summer schedule will started Monday, June 8, 2015.
- Concessions are available at the CC pool.
- We are continuing to work towards erecting a new bathroom facility in the Sports Park.
- Maintenance contractor has identified future repairs for the Community Center (see Maintenance Report)

Personnel

- We are accepting applications for certified lifeguards, and Parks and Recreation Superintendent

Other Items

- Spring Soccer season ended with a tournament Saturday, May 16, 2015
- Road extension at the end of Sage Run is still not open. Police officers have informed the Association that people who move the barriers and/or go around them face fines.
- Westcreek Jubilee held Saturday, June 6, 2015 at the Sports Park, was a great success with over 1200 in attendance.
- Registration for Swim Lessons has begun
- Bulk Trash drop off is scheduled for Saturday, July 18, 2015 at the Sports Park from 8:00 a.m. to noon, unless we reach capacity sooner. *The following are items that will not be accepted are Paints, Herbicides, Chemicals, Oil, Batteries, Antifreeze, Gas Cylinders, Refrigerators, Freon, Tires, Gasoline, Flammable Liquids and other various items that contain Hazardous Materials.*
- VWOA was notified a skunk in our community tested positive for rabies. The information was disseminated via our website and weekly Week in Westcreek email newsletter.

ID Cards (includes replacement reprints)

- 606

Exclusive Usage Contracts

- Pavilion Parties 17
- Community Center 11
- Pool Parties 4

Closings

- New 0 Resale 7

Constant Contact Email Status Report

- 1960 subscribers

Facebook

- 1229 likes

**VILLAGES OF WESTCREEK
ARCHITECTURAL REVIEW COMMITTEE**

REPORT FOR THE BOARD OF DIRECTORS---6/18/2015

Meetings held during the weeks of: 5/5/15 5-12/15 5/19/15 5/26/15

Applications reviewed: 60--approved 14--disapproved

The 14 disapprovals were for:

- 2---Xeriscaping requiring additional information.**
- 2---Cement patio in front yard. Must be behind the dwelling. One (1) was resubmitted and approved.**
- 1---Storage shed on side of dwelling. Must be behind the dwelling.**
- 1---Metal and plastic children's swing set. Metal is not approvable.**
- 1---Pavers in front yard that are designed and painted for children to play Hopscotch.**
- 1---Painting front door with a color that is orange in tone. Color is not approvable.**
- 1---Front entry enclosed completely with an aluminum fence and gate. Enclosures that resembles burglar bars are not approvable.**
- 1---New house construction requiring additional information.**
- 1---Spanish tile roofing. Tile is not approvable.**
- 1---Storage shed that exceeds the permitted size.**
- 1---Paver walkway and river rock requiring additional information.**
- 1---Children's swing hanging from a tree in the front yard. Play equipment must be behind the dwelling.**

The 60 approvals were for:

- 12---Xeriscaping/ landscaping/ planting trees.**
- 7---Replacing roof shingles.**
- 6---Storage sheds.**
- 4---Repainting the dwelling and other extremities of the dwelling.**

- 4---Vivint home security and wireless internet.**
- 2---Storm doors.**
- 2---Wood lattice privacy partition on 2 sides of the patio and another next to the side fencing.**
- 2---Retaining wall between the sidewalk and front yard and one across the front yard.**
- 1---Replace wooden deck with a cement and flagstone patio.**
- 1---Adding a gate to rear fence.**
- 1---Vinyl siding.**
- 1---New home construction.**
- 1---Staining fence with same color as those on the major thoroughfares.**
- 1---Bricks placed under side fencing for drainage purposes. Since the bricks would raise the fencing, the homeowner agreed to modify the fence to assure that it does not exceed 6 feet in height and the top of the pickets would be dog eared.**
- 1---Pergola on the 2nd floor decking on the back of the dwelling.**
- 1---Building a wooden fence around an existing A/C unit next to the garage to block its view from the street.**
- 1---Solar panels on the roof.**
- 1---Wooden deck behind the dwelling.**
- 1---Paver sitting area behind the dwelling.**
- 1---Driveway extension.**
- 1---Cement slab in front yard.**
- 1---Replace front door and change its color.**
- 1---Synthetic Turf in back yard.**
- 1---Enclose existing rear covered patio.**
- 1---Wooden swing set behind the dwelling.**
- 1---Replace front door.**
- 1---Floodlight above garage.**

1---Patio with a cover.

1---Screen in existing covered patio.

NOTE: There were 19 applications for improvements/changes that were not previously approved by the ARC. The majority resulted from Property Resale requests for those homeowners who failed to request ARC approval.

Gene Hopkins

Chair, Architectural Review Committee

2:54 PM

06/18/15

Accrual Basis

Villages of Westcreek Owners Association
Balance Sheet
As of June 1, 2015

	<u>Jun 1, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Operating Accounts	311,015.84
1011 · Reserve Accounts	425,568.04
Total Checking/Savings	736,583.88
Accounts Receivable	
1020 · Accounts Receivable	-114,701.37
Total Accounts Receivable	-114,701.37
Other Current Assets	
1021 · Interest Receivabl	34.19
1030 · Other Current Assets	18,186.90
1040 · Undeposited Funds	4,217.32
1071 · Allowance For Doubtful A...	-18,000.00
Total Other Current Assets	4,438.41
Total Current Assets	626,320.92
Fixed Assets	
1050 · Fixed Assets	-141,384.15
1056 · Community Center^	2021505.24
1057 · Community Center Furniture	18,841.84
1058 · Software	4,673.91
1059 · Vehicle	22,996.00
Total Fixed Assets	1926632.84
Other Assets	
1037 · Chase CD	2,676.43
1190 · Prepaid Expense	20,962.50
Total Other Assets	23,638.93
TOTAL ASSETS	<u>2576592.69</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	8,932.61
Total Accounts Payable	8,932.61
Credit Cards	
2040 · Credit Card	2,841.57
Total Credit Cards	2,841.57
Other Current Liabilities	
2020 · Other Current Liabilities	25,725.94
2100 · Payroll Liabilities	235.15
Total Other Current Liabilities	25,961.09
Total Current Liabilities	37,735.27
Long Term Liabilities	
2200 · Long Term Notes Payable	1047250.20
Total Long Term Liabilities	1047250.20
Total Liabilities	1084985.47
Equity	
2031 · Retained Earnings	148,424.59
3000 · Fund Balance	1136400.83
Net Income	207,774.72
Total Equity	1492600.14
TOTAL LIABILITIES & EQUITY	<u>2577585.61</u>

2:51 PM
06/18/15
Cash Basis

Villages of Westcreek Owners Association
Balance Sheet
As of June 1, 2015

	<u>Jun 1, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1010 · Operating Accounts	313,034.62
1011 · Reserve Accounts	425,568.04
Total Checking/Savings	738,602.66
Accounts Receivable	
1020 · Accounts Receivable	-199,678.44
Total Accounts Receivable	-199,678.44
Other Current Assets	
1021 · Interest Receivabl	34.19
1030 · Other Current Assets	18,186.90
1040 · Undeposited Funds	4,217.32
1071 · Allowance For Doubtful A...	-18,000.00
Total Other Current Assets	4,438.41
Total Current Assets	543,362.63
Fixed Assets	
1050 · Fixed Assets	-141,384.15
1056 · Community Center^	2021505.24
1057 · Community Center Furniture	18,841.84
1058 · Software	4,673.91
1059 · Vehicle	22,996.00
Total Fixed Assets	1926632.84
Other Assets	
1037 · Chase CD	2,676.43
1190 · Prepaid Expense	20,962.50
Total Other Assets	23,638.93
TOTAL ASSETS	<u>2493634.40</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	-11.50
Total Accounts Payable	-11.50
Credit Cards	
2040 · Credit Card	2,841.57
Total Credit Cards	2,841.57
Other Current Liabilities	
2020 · Other Current Liabilities	25,725.94
2100 · Payroll Liabilities	235.15
Total Other Current Liabilities	25,961.09
Total Current Liabilities	28,791.16
Long Term Liabilities	
2200 · Long Term Notes Payable	1047250.20
Total Long Term Liabilities	1047250.20
Total Liabilities	1076041.36
Equity	
2031 · Retained Earnings	94,094.85
3000 · Fund Balance	1136400.83
Net Income	187,097.36
Total Equity	1417593.04
TOTAL LIABILITIES & EQUITY	<u>2493634.40</u>

3:05 PM

06/16/15

Cash Basis

Villages of Westcreek Owners Association

Profit & Loss Budget vs. Actual

January through December 2015

	Jan - Dec 15	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
4150 · Miscellaneous Income	298.36	500.00	-201.64	59.7%
4170 · Program Fees	33,505.75	53,100.00	-19,594.25	63.1%
4180 · Swim Team	-308.00	750.00	-1,058.00	-41.1%
4181 · Wahoo Swim Team	10,055.00			
4190 · Reimbursed Expenses	0.00	2,000.00	-2,000.00	0.0%
5000 · Revenue	738,089.56	1,028,028.00	-289,938.44	71.8%
5100 · Newsletter Advertisement	0.00	100.00	-100.00	0.0%
5200 · Rumage/Yard Sales	2,775.00	5,000.00	-2,225.00	55.5%
5400 · Pavilion Rental	4,340.00	6,000.00	-1,660.00	72.3%
5600 · Fence Repair Reimburse...	25.00			
5800 · Community Center	21,412.50	15,500.00	5,912.50	138.1%
5900 · Concession Stand	85.50	4,000.00	-3,914.50	2.1%
Total Income	810,278.67	1,114,978.00	-304,699.33	72.7%
Gross Profit	810,278.67	1,114,978.00	-304,699.33	72.7%
Expense				
8000 · Operating Expenses	170,504.43	290,110.00	-119,605.57	58.8%
8200 · Administration	225,949.24	544,635.00	-318,685.76	41.5%
8300 · Maintenance	23,718.53	29,500.00	-5,781.47	80.4%
8400 · Recreation Department	59,011.90	163,500.00	-104,488.10	36.1%
8500 · Misc. & Contingency	2,528.61	8,500.00	-5,971.39	29.7%
8980 · Depreciation Expense	12,500.00			
Total Expense	494,212.71	1,036,245.00	-542,032.29	47.7%
Net Ordinary Income	316,065.96	78,733.00	237,332.96	401.4%
Net Income	316,065.96	78,733.00	237,332.96	401.4%

Communication Committee Minutes

June 1, 2015

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

In attendance

Bill Fenstermacher, Guy Oliver, Joyce Oliver, Phil Dudley, Gene Hopkins, Barb Hopkins, Michelle de Jongh, **Excused:** Jean Woodward

Old Business and Web Site

The previous minutes were discussed and approved, pending the correction of a typo in the fourth paragraph under New Business. The word "cold" should be changed to "could."

Discussion about improving the web site continued. Bill Fenstermacher reminded the committee that we still need to make a volunteer page and a list of elected representatives. He suggested putting the Volunteer section under "About". Gene Hopkins mentioned that the Community Heading should be replaced with Documents. There was intense debate about what constitutes a form vs. a contract. It was agreed that contracts are the documents used when someone rents a Westcreek facility and forms would be the applications for soccer, swimming, etc. It was also suggested that Other Documents be eliminated.

Bill Fenstermacher suggested putting elected representatives and links to their offices in the right column under the blog roll.

Bill Fenstermacher and Gene Hopkins discussed yard sales and estate sales and suggested putting an application form on the web site that could be printed at home and would also contain the yard/estate sale rules. However, there was concern that residents might try to bypass registering at the office and just print the form. It was pointed out that the "Yard Sales and Estate Sales Permit Application" have to be processed and approved by the Office Staff. Once approved, the Monitors are given the list of approved sales that they use when checking on sales. If a sale is being conducted that is not on the authorized list, the Monitor advises the resident that sales are not permitted unless they obtain a Permit from the Community Center's Office and, that they may not proceed with the sale. That being the case, the Committee saw no reason for not having the form on the website. This was so residents could complete the form prior to coming to the office for approval.

Note: Since the Monitor will have a list of all approved sales, verifying that residents have a Permit is not necessary.

New Business

Phil Dudley mentioned a story that was on KENS 5 news regarding Community Manager Jennifer Bell's husband, who is now on the Board of Directors. Apparently a resident had notified KENS 5 about a possible conflict of interest. The office staff had been caught off-guard

by the reporter/camera and the story was edited in a somewhat negative way. Phil Dudley said he had also heard that the office staff would be getting training in public relations as a result of this. He said he thought that was a good idea because we can't control how media will edit a story. The committee members also agreed that such training would be helpful.

At 11:12 am, Barbara Hopkins motioned to adjourn. Joyce Oliver seconded. The meeting was adjourned.

Public Safety Meeting held May 28, 2015

Attendees:

Nick Giardino
Ann Lomax
Francis Lomax
Christina Barton
Mary Bentley
Chris Bell

Discussion points:

- CPR
- Fence repair status and associated hazards
- AED device
- Fire inspection of VWOA HOA building
- National Night Out

Attendees:

Chris Bell
Ann Lomax
Francis Lomax
Mary Bentley
Nick Giardino

Absent:

Cristina Barton - out of town
Chief Khalaf - manning issues

On Docket:

I. AED Research:

Contributors: Cristina Barton, Francis Lomax

Initial Recommendations:

1. Choose new AED device(s).
2. Mount (separate purchase) it with an alarm system.
3. Purchase Pedi-Pads for infants and small children.
4. Keep routine maintenance on the devices per manufacture's specifications.
5. The supplier will provide triage classes.
6. Cost per device be around \$1500 to \$1600.

II. National Night Out

1. Please see figure.

III. Ann Lomax will be attending the Finance Committee.

SUBJECT: Sports Park Committee Minutes

DATE: June 11, 2015

Meeting began at 7:00 PM.

Committee Members in attendance: Guy Oliver, Joyce Oliver, Gene Hopkins, Bill Fenstermacher, Roger Torres & Dominic Garcia

Chair: Pending

Mr. Oliver advised the Committee members that we have the City's approval to build in the Sports Park. Now the Association can proceed with the Committee's standing proposal to provide additional toilet facilities in the Sports Park. The next step is to select an Architect and an Engineer. Once the designs and costs are presented to the Board of Directors, and a decision is made, the work can begin.

Bids for resurfacing the basketball court are still pending.

At the next Board meeting on the 18th, Dominic Garcia will present a proposal regarding the use of the tennis and basketball courts.

These Minutes will be provided to the Board of Directors for discussion at the June 18, 2015 Board meeting.

The Committee will continue to discuss and prioritize all current and proposed plans for presentation to the Board of Directors based on necessity and cost.

There was no further discussion, therefore the Committee adjourned at 8.03 PM.

**Gene Hopkins
Secretary**

Sports Committee Meeting Minutes

I. Date: 14 May 2015 at 6:00 pm

II. Attendance

Varnell Johnson
Nancy Griffin
Melynda Porter
Guy Oliver
Joyce Oliver
Ryan Haskins- Excused
Roger Torres- Excused

III. Old Business

A. Soccer Working Group

1. Tournament- The soccer tournament is scheduled unless there's rain. Nancy will keep soccer coaches informed if there is a change. (CLOSED)

B. Other Sports Programs

1. Sports program recommendations- The committee discussed starting teenage and adult softball and flag football for the months of June and July. The ages would be 15 and up. Nancy reported that Great NW started softball and each team paid \$275. The committee agreed that this could be a good price to start a league, but the field will have to be completed first, which will cost about \$500. Flag football would be fairly easy to start, but the committee needs to find out how much homeowners are interested in softball and flag football. The information day for 18 April 2015 at 2 pm was rained out. Melynda sent out an electronic survey to homeowner's, with minimal returned. The committee may have to pick a program, plan it, and see how many homeowners will support the program, which is what happened when soccer first began. (OPEN)
2. Surveys- The committee also suggested putting surveys in the soccer coach's trophy packages to further find out what sports homeowners will support. Nancy will send a draft of the survey out for the committee members to review. The committee discussed that one of the soccer seasons may have to be cancelled in order to make room on the schedule for an additional sport, which may not be approved. (OPEN)

IV. New Business

A. Recreational activities

1. Recreational area- The committee brainstormed ideas about adding additional recreational activities. The activities could include horseshoes, bache ball, etc...Nancy recommended using an area for these activities, but the committee is concerned about the homeowners support. One proposal included providing an area to be used and individuals would have to bring their own equipment. This will be discussed further at the next meeting. (OPEN)
2. Sports Day- The committee suggested scheduling a sports day for 4 Oct 2014 in lieu of a National Night Out (NNO), which was approved by the BOD. The Sports Committee will take the lead to plan this event, with all volunteers. Planning is estimated to take about 5 months. Nancy completed an inventory of sporting supplies and identified a minimal list of items that will have to be purchased for this event. Prices for

these items was discussed. Members agreed that food vendors will be available, the name of the event will be changed to "Family Fun Day", registration will have to begin about 10 am, and the total event will last from 10 am till 4 pm. Some of the games will include sack races, egg carry, jump rope, parachute and other games that Nancy will continue to work on. Additional sporting events could include flag football, soccer, basketball, softball, volleyball and tennis, but a schedule and location for these events will have to be created. (OPEN)

3. Tennis Lessons- Nancy reported that an individual would like to offer tennis classes for homeowners, in the Summer, during the day. Discussed that the hours can't conflict with homeowners use of the tennis court. Nancy will have to discuss and finalize the times because certain times will not be available for exclusive use. This offering was voted and approved by the board and will be presented to the BOD for review. (OPEN)

- V. **Committee Reports:** NONE
- VI. **Round Table-** NONE
- VII. **Meeting Adjourned:** at 6:59 pm
- VIII. **Next Meeting:** The next meeting is scheduled for 6 pm on 11 June 2015 at the Community Center.

Recommend Approval

//SIGNED//
VARNELL JOHNSON
Chairman, VWOA Sports Committee