



**Regular Meeting of the Board of Directors  
Villages of Westcreek Owners' Association, Inc.**

**I. OPEN MEETING:** The Regular Meeting of the Board of Directors was called to order by the President at 7:03 p.m., on Thursday, February 20<sup>th</sup>, 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 January Regular Monthly Meeting were reviewed and approved unanimously by the Board members present.

**Board Members Present:**

John Steele, President  
Kevin Drummonds, Secretary  
Jennifer Castro, Treasurer

**Board Members Absent:** Kenneth Fowler, Asst. Secretary

**Staff Present:**

Jennifer Bell, Acting Community Manager	Nancy Griffin, Recreation Superintendent
Adrian Suttles, Standards Superintendent	Melynda Porter, Administrative Superintendent
Jaime Esquivel, Maintenance Contractor	

**Members Present:**

Guy & Joyce Oliver	Gene & Barb Hopkins	Greg & Brenda Tate	Steve & Patricia Gutting
Francis Lomax	Rhonda Drummonds	Kendall Green	Bill Fenstermacher
Dawn Garza	Steven Porter	Sam Tomlinson	Lucille Young
Kim Balfour	Carri Steele	Suzanne Bridges	Martin & Mary Lou Solis
Sandy McManus	Christa Lane	Theodore Dunson	Nick Giardino
Karl Neumann	Michael Lopez	Shelly L. Acton	Laura Foster
Judi Cannon	Michelle DeJongh	Samuel Perryman	Eugene Goes
Allan Machail	Toni Brent	John & Ginger Chezem	Erik Armenta

**Guests Present:** None.

**II. OPEN FORUM:**

Prior to opening the meeting for Member's forum, Mr. Steele read a statement announcing the resignation of Mr. Richard Gentry from the Board of Directors and Mrs. Brenda Tate, Community Manager. Both individuals resigned for personal reasons and the Board and Staff wish both of them the best in their future endeavors. Mr. Steele also announced that Mrs. Jennifer Bell will serve as the acting Community Manager until the Board selects a new Community Manager.

Mrs. Brenda Tate followed up with a statement thanking the staff for their support during her tenure as Community Manager. She also stated that she left the position to pursue other career opportunities.

Mrs. Patricia Gutting stated the tot lot is currently not accessible to wheel chairs and is therefore not ADA compliant. She explained how difficult it is to not only get into the tot lot for disabled individuals but also to get around inside the tot lot. Mr. Drummonds explained the Sports Park Committee has this as an action item on its agenda. This issue should be addressed very soon with the committee making recommendations to the Board by the next Board meeting.

Mr. Sam Tomlinson asked if anyone knew why there was an individual sitting on the corners in the community seemingly taking some sort of census. Mrs. Bell explained that the individual was surveying traffic, but we were not able to find out why or for whom. Mr. Tomlinson also asked about the changes to the street in front of the Sports Park. Mr. Steele explained all the upgrades.

Mr. Nic Giardino asked if the Board was still looking for someone to head up the Public Safety Committee. Mr. Steele replied with an affirmative and asked Mr. Giardino to see the Board after the meeting.



### III. COMMITTEE/DEPARTMENT REPORTS:

- a. Recreation Department. A written report was provided and is attached to these minutes. The Recreation Superintendent briefed the members present and outlined the activities for the period.
- b. Maintenance Department. A written report was provided and is attached to these minutes. The maintenance contractor (Jaime Esquivel) discussed the staffs' activities for the period and answered questions. One question that was raised was about the red Dodge vehicle that was seen in the neighborhood. Mr. Esquivel stated that it was his staff on their daily rounds, whether it be cleaning the major streets, working on the fences or monuments, or mowing. It was noted that it would be better if there was some way to tell members that these vehicles have a legitimate reason for being there. The Board discussed the options and asked the Community Manager to purchase magnetic signs for the maintenance vehicles (added to unfinished business).
- c. Standards Department. A written report was provided and is attached to these minutes. Mrs. Adrian Suttles briefed the activities for this period. The report also included information on the Architectural Review Committees' Property Improvement/Change Application (PIA) numbers and the Public Safety Report. Standards 'thank you' notices increased from 212 in December to 329 in January. The ratio of 'thank you' notices to violations/courtesy notices (total 485 [Dec] & 612 [Jan]) increased from 44% in December to 54% in January. The number of Homeowner's personally contacted also increased from December (137) to January (154).
- d. Community Management Department. Mrs. Bell provided a written report, including a summary of delinquent assessments, which is attached to these minutes and briefed from this report. Her report included an update on some of the issues in the Community, which are covered in the safety report, unfinished business, and new business (see those areas of these minutes). The delinquent assessment statement shows a total of \$142,307.25 in delinquent assessments as of early February 2014.
- e. Architectural Review Committee. Mr. Eugene Hopkins provided a written report and briefed from the report (attached to these minutes). The Committee reported 20 applications reviewed and 18 of them were approved.
- f. Standards Review/Update Committee (temporary). The Chair, also Mr. Hopkins, briefed on the activities for the period. He stated that the Committee was making good progress and there were several meetings scheduled over the next few months.
- g. Finance Committee. The Treasurer, Mrs. Castro, provided written accrual and cash basis statements from the Bookkeeper and briefed from these reports (attached to these minutes). A separate breakout of reserve funds was provided; however, it still does not track deposits and expenses as Mr. Drummonds had not put the information into a spreadsheet for them to use to track/report the information. Mrs. Castro showed two separate accounts: 1) repair/replacement-\$210,534.79, which is a combination of repair/replacement and money market accounts; and 2) capital improvement-\$111,598.81.
- h. Landscaping Committee. No report was provided.
- i. Nominating Committee. No report was provided.
- j. Communications Committee. Mr. Bill Fenstermacher provided minutes from the committees' meeting on 3 February, 2014, and briefed on the committee actions to date.
- k. Public Safety Committee. No report was provided; however, a potential volunteer identified himself (Mr. Nic Giardino) during the member's forum section of this meeting. The need to properly mark bike lanes and review the possibility of lowering the speed limit on non-major streets was discussed. More information will be determined and announced at the next meeting.
- l. Sports and Park Committee. Minutes of the February 6, 2014, meeting was provided. The Chair, Mr. Gentry, was not present; however, Mr. Drummonds and Mr. Hopkins (Committee Secretary) reported the committee activities and answered questions. The committee is scheduled to meet again before the next Board meeting and should be ready to present its recommendations then.
- m. Strategic Planning Committee. No report; the next meeting will be scheduled for March.
- n. By-Laws Review/Update Committee (temporary). No report; the first meeting will be scheduled for March.



#### IV. UNFINISHED BUSINESS:

- a. Status of Sidewalk at Saxonhill and Military Drive West. Tabled pending further information. **TABLED.**
- b. Brick Column survey results. Pending further information and determination of ownership. **OPEN.**
- c. Emergency Services District Fire Sub-station. The Board members agreed to table this until more information can be obtained. **TABLED.**
- d. Additional Playground Equipment for Tot Lot (2-5 year old equipment addition). Pending Sports Park Committee recommendation. **OPEN.**
- e. Golf Driving Range (Cage) for Sports Park. Pending the Sports Park Committee recommendation. **OPEN.**
- f. Eagle Scout Project. The project was completed for a total of \$1,524.83. They were asked to give the Board more time to plan these projects as well as time to execute (for coordination with the staff and our maintenance contractor). **CLOSED.**
- g. Sports Park Concession Stand Proposal. Pending Sports Park Committee recommendation. **OPEN.**

#### V. EXECUTIVE SESSION RESULTS:

Mr. Steele briefed the members present on the actions of the Board at the Executive Session immediately following the Board meeting. The following actions were taken (*Note: details withheld for privacy reasons*):

- a. Foreclosure(s). There were three (3) foreclosure notices for this period in the amounts: \$1,060.86, \$1,033.85, and \$996.22. The action was approved unanimously by the Board. **CLOSED.**
- b. Release of Lean Filings. One (1) release of lien was processed since the last Board meeting in the amount of: \$835.44. This brings the Homeowners up-to-date on their assessments and makes them members in good standing. **CLOSED.**
- c. Lien Filings. There were four (4) lien filings for the period in the amounts of \$838.13, \$1,022.74, \$838.14, and \$849.60. The action was approved unanimously by the Board. **CLOSED.**
- d. Damage to fence along a major street. There was a discussion held on a property where the fence along a major street was damaged in a hit and run car accident. The Homeowner is not in a position to fix the fence himself. After discussion, it was proposed and unanimously approved to fix the fence and charge the repair back to the Homeowner. Mrs. Bell is going to work with the Homeowner to set up a payment plan. **OPEN.**
- e. On-going investigation. Mr. Steele reported the status of the investigations at the beginning of the meeting. He reiterated that we still have three on-going investigations involving personnel. **OPEN.**


#### VI. NEW BUSINESS:

- a. Magnetic Vehicle Signs. See Section III.b. above. The Board approved unanimously a proposal to purchase signs for the maintenance staff to place on their vehicles to identify them as VWOA staff. **OPEN.**
- b. Brick Column at High Point. Mr. Drummonds requested an update on a brick column that was destroyed several months ago along Westcreek View just past the High Point entrance. The fence had been repaired by the Homeowner; however, the column was not rebuilt. Mr. Drummonds asked the Community Manager to look into what happened and what action has been taken since the incident occurred. This is a follow-up to a Board request for status several months ago. **OPEN.**
- c. Request for bulk trash pick-up by the County. The staff was asked to contact the Bexar County Commissioner, Mr. Sergio "Chico" Rodriguez, about having them put on another bulk trash pick-up like they did last year. Mrs. Bell took this for action. **OPEN.**

**VII. The Next Meeting:** The Board agreed to hold the next regular meeting on Thursday, March 20<sup>th</sup>, 2014, at 7 p.m. in the Community Center. There will be a meet the candidate's event immediately preceding this meeting at 6 p.m.

**VIII. Adjournment:** There being no further business before the Board, the meeting was adjourned at 8:30 p.m.

Written by:

  
\_\_\_\_\_  
Kevin M. Drummonds, Secretary

Date: 3/20/2014

Approved by:

  
\_\_\_\_\_  
John B. Steele, President

Date: 3/20/2014

Posted in the VWOA Book of Minutes by:

  
\_\_\_\_\_  
Jennifer Bell, Community Manager

Date: 3.20.2014

# **Parks And Recreation –March 2014**

## **Board Report**

### **Programs/Classes**

- a. Olympic Karate- Classes on Tuesday & Wednesday
- b. SMASHDANCE- Zumba Fitness is offered each Monday and Wednesday at 7:30 pm
- c. Body Bootcamp- Tue & Thur 7:30pm
- d. Cardio Dance- Wed evenings 6:30
- e. Kickboxing- Mon 6:30pm
- f. Women's Total Body- Mon-Wed-Fri , 9am
- g. Muscle Toning- 9-10am Mon-Wed-Fri

### **Past Community Events:**

- a. Spring Soccer Games Began – March 15, 2014
- b. Spring Soccer Meet & Greet – February 22, 2014
- c. Spring Soccer Registration Ended- 31 Jan – 28 Teams, 299 Kids, & 47 Coaches
- d. Farmer's Market- Weekly on Thursday 9am-2pm Extended contract to year round but hours per day cannot be extended at this time

### **Future Community Events:**

- a. Mardi Gras – March 22, 2014
- b. Easter Egg Hunt – April 5, 2014
- c. Spring Soccer Tournament – May 10, 2014
- d. Pools Open – May 10, 2014
- e. Annual Picnic – June 7, 2014
- f. Swim Lessons Begin- June 10, 2014

# ***J & J CONSTRUCTION***

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

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

February

## **Monthly Maintenance Report.**

**Daily task:** Pick up trash daily, main road ways, walk around Community Center, check swimming pool for leaks and corrossions. Clean and hose down sidewalks around building

**Mowing:** Mow all needed areas, and trim along fence lines and curbs. Spraying herbicide for weeds and starting to mow and edge and preparing as spring moves in.

**Land:** Daily trash pick-up, and inspection of property for hazards. We are also cutting and shredding all new accumulated right of ways, also painting all replaced fences, and damaged areas, also dealing with vandalism , like graffiti, and replaced monument lighting and one breaker box at Wynwood that was stole/damaged. We have finished the tree trimming and pruning.

**Park:** We have been mowing all needed areas and also along the creek. We have been inspecting existing park fixtures. We also have been addressing, vandalism, broken water fountains, again, and blowing rocks in tot lot on a daily bases to preserve the new tot turf.

**Community Center:** Maintain the centers exterior and also change all a/c filters and check all units, and also pruning all of our flower beds here.



## STANDARDS DEPARTMENT MONTHLY REPORT

From: Adrian Suttles, Superintendent of Standards  
To: VWOA Board of Directors  
Subject: Report for the month of February 2014  
Presented to the Board of Directors on March 20, 2014

<u>TOPICS</u>	<u>ACTION AND/OR NOTES</u>	<u>STATUS</u>
<u>STANDARDS</u>		
ARC Committee Membership:	The ARC is staffed with five (5) community residents who volunteer their time on a weekly basis.	Info
PIA's:	Twenty-four (24) were brought before the ARC. Twenty-one (21) of these were approved, three (3) were not approved. Please see ARC Committees detailed report for specifics.	Info
Staffing/Personnel:	Staffed with five (5) part time Standards Monitors.	Info
Standards Violations Documented:	Five hundred eighty-one (581) violations of our standards were noted in the month of February. January had six hundred twelve (612) violations documented.	Info
Personal Contact:	One hundred forty-nine (149) for the month of February. January had one hundred fifty-four (154) contacts.	Info
Thank You Notices:	Two hundred (200) were handed out for February. January had three hundred twenty-nine (329) handed out.	Info
Re-Sale Inspections:	Fifteen (15) were completed in February. January had ten (10).	Info
Yard/Garage Sales:	Fifteen (15) were applied for in February. January had thirteen (13).	Info
<u>PROJECT MANAGEMENT</u>		
Public Safety Report:	Graffiti reported to us in February	Info
	Wynwood-Hollow Trail & Macey Trail~Stop Sign tagged	2/4/14
	Grosenbacher-between Reserve & Park Villages~Power box tagged	2/6/14
	VWOA-Military between Firwick & 1604~Brick pillar tagged-Several signs, utility poles, utility boxes, bridge, curb tagged	2/20/14
	Crime reported to us in February	Info
	Gardens-Military~Main fence near village entrance vandalized	Week of 2/1-
		Week of 2/1-
	Vistas-Talley & Westcreek View~Main fence vandalized	2/7/14
	Wynwood-Westcreek View & Macey Trail~Copper wiring for monuments torn out and stolen	2/12/14
	Westcreek Sports Park~All 3 drinking fountains broken again	2/21/14



**Villages of Westcreek**  
Owners' Association

Community Managers Report  
For February 2014  
Presented to the Villages of Westcreek Board of Directors  
March 20, 2014

Physical Plant

- Increased graffiti
- Lights in several monuments were vandalized again
- Annual Meeting ballots were mailed out on March 12, 2014
- Soccer games have begun
- Water fountain valves in Sports Park were vandalized and replaced

Personnel

- We are currently hiring:
  - Standards Monitor
  - CM
  - Lifeguards

Other Items

- Mardi Gras- March 22, 2014- This Saturday-Tickets are currently on sale
- VWOA Easter Egg Hunt Saturday, April 5, 2014
- BOD Annual Meeting and Election is April 17, 2014

Exclusive Usage Contracts

- Pavilion Parties 1
- Community Center 4
- Pool Parties 0

Closings

- New 0 Resale 17

Constant Contact Email Status Report

- 1716 subscribers

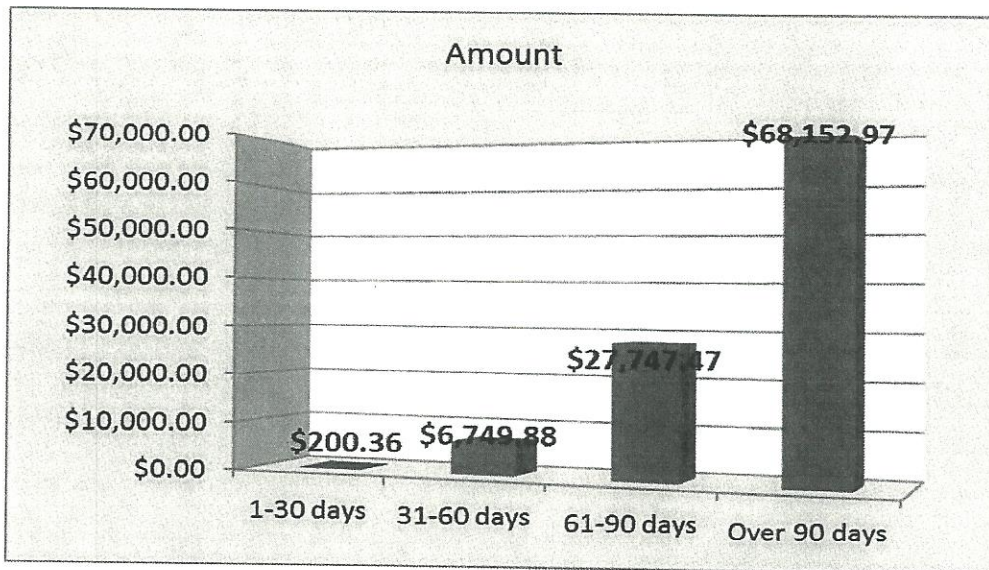
Facebook

- 797 likes



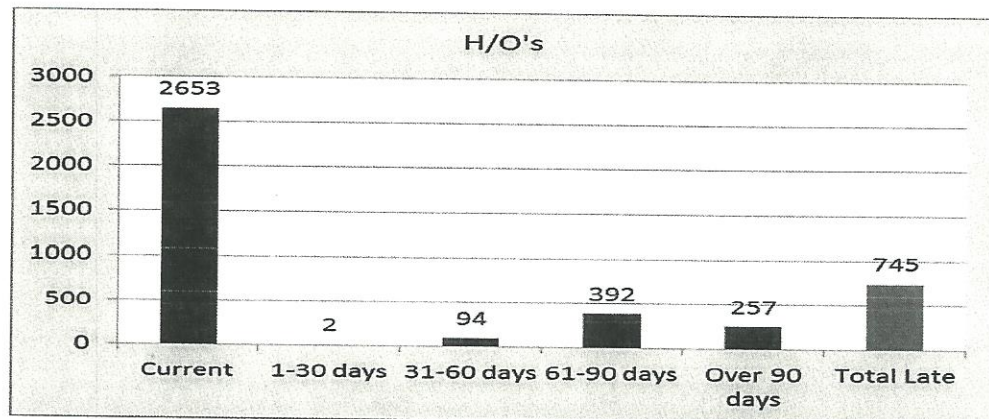
## 2014 Delinquent Assessments

Days	H/O's	Amount
Current	2653	\$206,934.00
1-30 days	2	\$200.36
31-60 days	94	\$6,749.88
61-90 days	392	\$27,747.47
Over 90 days	257	\$68,152.97
Total	745	\$102,850.68



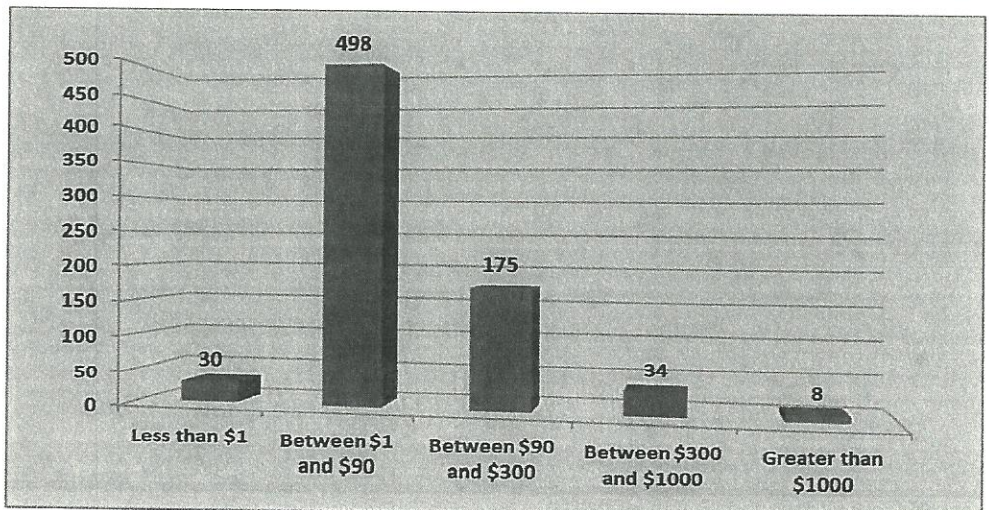
Current homeowner payments      \$206,934.00

Days	H/O's
Current	2653
1-30 days	2
31-60 days	94
61-90 days	392
Over 90 days	257
Total Late	745



Delinquent total ytd      102,850.68

Amount	H/O's
Less than \$1	30
Between \$1 and \$90	498
Between \$90 and \$300	175
Between \$300 and \$1000	34
Greater than \$1000	8



# **VILLAGES OF WESTCREEK ARCHITECTURAL REVIEW COMMITTEE**

## **REPORT FOR THE BOARD OF DIRECTORS – 3/20/2014**

**Meetings Held:**      2/4/2014    2/11/14    2/18/14    2/25/14

**Applications Reviewed:**                      24

**Applications Approved:**                      21

**Applications Disapproved:**                      3

**The three disapprovals were as follows:**

**Metal security front door that resembles burglar bars.**

**Patio in front yard and pavers next to driveway that exceed 3½ feet in width.**

**Wooden lattice attached to shared fencing.**

**The 21 approvals were as follows:**

**5--Xeriscaping.**

**2--Storage sheds in the back yard.**

**2--Pergolas (one was granted a variance for the size).**

**2--Walkways in front yard.**

**2--Outdoor lighting:**

**1 for each side of garage.**

**1 motion light above garage door.**

**2--Painting house.**

**1--Cedar deck in back of house.**

**1--Extending the dining room over the existing concrete patio in back of house.**

**1--Wooden privacy screen next to patio in back of house.**

**1--Installing a basketball goal below ground next to driveway.**

**1--Replacing front screen door.**

**1--Replacing the front siding and fascia of the house with Hardie Plank.**

**Gene Hopkins**

**Chair, Architectural Review Committee**

**Unfortunately, Derrick Foyle's health problems will prohibit him from returning to his position on the ARC, which he is aware of. This has caused a vacant position, for approximately 3 weeks, therefore a replacement is necessary.**

**In Derrick's place, I nominate Bill Fenstermacher's position on the Committee be changed from an Alternate Member to a Regular Member. This in-turn would cause a vacant position of an Alternate Member.**

**If the Board appoints Bill as a regular member, I nominate Ken Lemanski be appointed as an Alternate Member of the ARC to assure the requirement for 5 members.**



# Villages of Westcreek Owners Association

## Balance Sheet

As of March 13, 2014

Mar 13, 14

### ASSETS

#### Current Assets

##### Checking/Savings

1010 · Operating Accounts 237,931.29

1011 · Reserve Accounts 322,146.35

Total Checking/Savings 560,077.64

##### Accounts Receivable

1020 · Accounts Receivable -233,817.45

Total Accounts Receivable -233,817.45

##### Other Current Assets

1021 · Interest Receivabl 34.19

1030 · Other Current Assets 18,186.94

1040 · Undeposited Funds 2,425.44

1045 · Due from Operating Fund 17,063.50

1071 · Allowance For Doubtful Accts -15,000.00

Total Other Current Assets 22,710.07

Total Current Assets 348,970.26

#### Fixed Assets

1050 · Fixed Assets -27,270.66

1056 · Community Center^ 2,021,505.24

1057 · Community Center Furniture 18,841.84

1058 · Software 4,673.91

1059 · Vehicle 22,996.00

Total Fixed Assets 2,040,746.33

#### Other Assets

1037 · Chase CD 2,667.08

Total Other Assets 2,667.08

**TOTAL ASSETS 2,392,383.67**

### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

##### Credit Cards

2040 · Credit Card 1,294.95

Total Credit Cards 1,294.95

##### Other Current Liabilities

2020 · Other Current Liabilities 16,952.81

2100 · Payroll Liabilities 644.72

2111 · Direct Deposit Liabilities -8,452.34

Total Other Current Liabilities 9,145.19

Total Current Liabilities 10,440.14

##### Long Term Liabilities

2022 · Due to Reserve Fund 17,063.50

2200 · Long Term Notes Payable 1,179,020.47

Total Long Term Liabilities 1,196,083.97

Total Liabilities 1,206,524.11

#### Equity

2031 · Retained Earnings -45,611.62

3000 · Fund Balance 1,191,599.55

Net Income 39,871.63

Total Equity 1,185,859.56

**TOTAL LIABILITIES & EQUITY 2,392,383.67**

**Villages of Westcreek Owners Association**  
**Profit & Loss Budget vs. Actual**  
**January 1 through March 13, 2014**

	Jan 1 - Mar 13, 14	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4150 · Miscellaneous Income	3,064.04	201.64	1,519.56%
4170 · Program Fees	19,870.15	9,374.99	211.95%
4180 · Swim Team	0.00	0.00	0.0%
4190 · Reimbursed Expenses	37.07	302.42	12.26%
5000 · Revenue	275,835.14	277,303.66	99.47%
5100 · Newsletter Advertisement	0.00	705.61	0.0%
5200 · Rummage/Yard Sales	795.00	907.26	87.63%
5400 · Pavilion Rental	1,200.00	1,209.68	99.2%
5500 · Sports Park Committee	0.00	0.00	0.0%
5600 · Fence Repair Reimbursement	0.00	2,016.16	0.0%
5800 · Community Center	6,480.00	4,032.23	160.71%
5900 · Concession Stand	0.00	806.48	0.0%
<b>Total Income</b>	<b>307,281.40</b>	<b>296,860.13</b>	<b>103.51%</b>
<b>Cost of Goods Sold</b>			
50000 · Cost of Goods Sold	0.00	0.00	0.0%
<b>Total COGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>307,281.40</b>	<b>296,860.13</b>	<b>103.51%</b>
<b>Expense</b>			
8000 · Operating Expenses	80,276.16	59,235.75	135.52%
8200 · Administration	97,268.66	105,453.55	92.24%
8300 · Maintenance	15,477.34	6,764.11	228.82%
8400 · Recreation Department	22,774.98	30,352.21	75.04%
8500 · Misc. & Contingency	0.00	2,217.79	0.0%
8980 · Depreciation Expense	5,000.00	6,048.39	82.67%
9500 · Reserved Funds	11,855.00	29,032.28	40.83%
<b>Total Expense</b>	<b>232,652.14</b>	<b>239,104.08</b>	<b>97.3%</b>
<b>Net Ordinary Income</b>	<b>74,629.26</b>	<b>57,756.05</b>	<b>129.22%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
Revenue Ruling 70-604	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>74,629.26</b>	<b>57,756.05</b>	<b>129.22%</b>

**Villages of Westcreek Owners Association**  
**Profit & Loss Budget vs. Actual**  
**January 1 through March 13, 2014**

	Jan 1 - Mar 13, 14	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
Income			
4150 · Miscellaneous Income	3,064.04	201.64	1,519.56%
4170 · Program Fees	19,782.15	9,374.99	211.01%
4180 · Swim Team	0.00	0.00	0.0%
4190 · Reimbursed Expenses	37.07	302.42	12.26%
5000 · Revenue	243,407.38	277,303.66	87.78%
5100 · Newsletter Advertisement	0.00	705.61	0.0%
5200 · Rumage/Yard Sales	825.00	907.26	90.93%
5400 · Pavilion Rental	1,300.00	1,209.68	107.47%
5500 · Sports Park Committee	0.00	0.00	0.0%
5600 · Fence Repair Reimbursement	0.00	2,016.16	0.0%
5800 · Community Center	6,425.50	4,032.23	159.35%
5900 · Concession Stand	0.00	806.48	0.0%
<b>Total Income</b>	<b>274,841.14</b>	<b>296,860.13</b>	<b>92.58%</b>
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00	0.00	0.0%
<b>Total COGS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Gross Profit</b>	<b>274,841.14</b>	<b>296,860.13</b>	<b>92.58%</b>
Expense			
8000 · Operating Expenses	81,489.44	59,235.75	137.57%
8200 · Administration	100,086.88	105,453.55	94.91%
8300 · Maintenance	15,477.34	6,764.11	228.82%
8400 · Recreation Department	22,212.08	30,352.21	73.18%
8500 · Misc. & Contingency	-1,151.23	2,217.79	-51.91%
8980 · Depreciation Expense	5,000.00	6,048.39	82.67%
9500 · Reserved Funds	11,855.00	29,032.28	40.83%
<b>Total Expense</b>	<b>234,969.51</b>	<b>239,104.08</b>	<b>98.27%</b>
<b>Net Ordinary Income</b>	<b>39,871.63</b>	<b>57,756.05</b>	<b>69.04%</b>
Other Income/Expense			
Other Expense			
Revenue Ruling 70-604	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>39,871.63</b>	<b>57,756.05</b>	<b>69.04%</b>



**Villages of Westcreek Owners Association**  
**Transactions by Account**  
**As of March 13, 2014**

	<u>Balance</u>
1011 · Reserve Accounts	
1011.7 · Mutual Of Omaha Repair & Replac	110,425.89
1011.8 · Mutual of Omaha-Imp (1127)	111,598.81
1011.9 · Mutual of Omaha MM Rep & Repla	<u>100,121.65</u>
Total 1011 · Reserve Accounts	<u>322,146.35</u>
<b>TOTAL</b>	<u><u>322,146.35</u></u>

# VILLAGES OF WESTCREEK

## ELECTION COMMITTEE

*MARCH 13, 2014*  
Minutes from Meeting held Monday, November 25, 2013

Committee Chair: Kenneth Fowler

Attendees: Bill Fenstermacher, Gene Hopkins, Barbara Hopkins, Jennifer Bell,

The meeting was called to order at 6:05 p.m. The first order of business was confirming next meeting which will be held Wednesday, April 16, 2014 at 5:30 p.m. The purpose of this meeting is to count the absentee ballots VWOA received in the mail.

The committee also discussed how the fourth –one year term- board member was to be selected. The nominated director with the lowest number of votes will serve the one year term.

Mrs. Bell brought the blue box to hold the mail in ballots. She explained that it will sit in the front office in direct view of the cameras at all times. Mr. Fowler and Mrs. Bell each placed a lock on the box as well as a security tab. Mrs. Bell's tab # 0586 and Mr. Fowler's tab # is 0536. Mr. Fowler and Mrs. Bell each hold the keys for their respective locks.

The Meet the Candidates will be held Thursday, March 20, 2014 from 6:00 p.m. to 7:00 p.m. prior to the BOD meeting. The Annual meeting will be held Thursday, April 17, 2014.

The ballots were mailed out on Wednesday, March 12, 2014.

The Committee approved that Ken Fowler and ~~Brenda Tate~~ will each keep the keys to a lock to secure the ballot box. In addition Mrs. Tate will secure two medical seals on the box to ensure it is tamper resistant. The Committee agreed that the box cannot be opened without both keys and committee members present.

Mr. Fenstermacher suggested that Mrs. Bell send an email to the candidates to remind them of the Meet the Candidates night.

Mr. Fowler will be the moderator for the Meet the Candidates. Mr. Fowler requested a list of all of the candidates' names.

Members requested that we have a box that can be sealed after the new directors have been named to place the ballots for storage purposes. Mrs. Bell stated that she has a box in the office that can be used for this purpose.

Mr. Fenstermacher also stated that on the website some of the candidate's pictures were not aligned. Mrs. Bell will send to the web guy for correction.

The meeting was adjourned at 6:36 p.m.

Kenneth Fowler  
Chair, Election Committee

Jennifer Bell  
Secretary, Election Committee

## Public Safety Committee Meeting Minutes

Minutes for March 19, 2014; meeting opened at 6 p.m. and ended at 7:20 p.m.

In attendance in alphabetical order:

- 1 Barton, Cristina
- 2 Frank, Eric
- 3 Frank, Kara
- 4 Giardino, Nick
- 5 Castro, Jennifer
- 6 Lomax, Ann
- 7 Lomax, Francis
- 8 Young, Steve

Welcoming and opening remarks.

Steve Young volunteered to be secretary. He and I took notes and worked on edits, and I am sending you the minutes.

This committee is aware of its advisory role, but would like to have an active role.

Major topics of conversation in order of discussion:

- 1 The need for more lighting in Westcreek and perhaps novel solutions are needed such as company deal packages, UK UV activated glow-paint, etc.
- 2 The presence of security in Westcreek in the form of COP plus Sheriff, and/or private security.
- 3 Safety tip form for distribution to residents.
- 4 Potential ADT package deals for Westcreek residents. A potential suggestion for residents. What is the liability for residents on these jobs.
- 5 Mending fences which have a safety component, e.g. keeping dogs in or out.
- 6 Suggestion of a Public Safety Newsletter paper, or most likely electronic.
- 7 Safety Committee website "Safety Concerns" Form.
- 8 Which fire department currently covers Westcreek?
- 8 Future Safety Committee Educational outreach meetings such as:

Bexar Co. Safety course  
Woman's self-defense  
MADD  
Safety at Local Schools  
and so on...

The Public Safety Committee would be grateful for any feedback the Board could provide on these discussion items.

The only action item assigned was to speak to you about creating a 'Constant Contact' under the on-line Westcreek Forms for the Public Safety Committee. Nick Giardino volunteered for this and Jennifer Castro endorsed the idea.

Nick Giardino  
Chair, Public Safety Committee

Steve Young  
Secretary, Public Safety Committee



**SUBJECT: Sports Park Committee Minutes**

**DATE: March 18, 2014**

**Committee Members in attendance: Kevin Drummonds (Alternate Chair), Gene Hopkins, Bill Fenstermacher, Guy Oliver, Joyce Oliver & Brenda Tate**

**Non-member advisors in attendance: Jamie Esquivel and Nancy Griffin**

**Non-member observers: Melynda Porter and Greg Tate**

**Mr. Drummonds opened the meeting at 6:00 PM.**

**At our February 2, 2014 meeting, the Committee had developed several recommended plans that affect the Sports Park. The Chair asked each Member to prioritize their recommendations for discussion at the next meeting.**

**As the first priority, the Committee recommends that the Board of Directors approve the following plans:**

**1. To comply with the American Disabilities Act (ADA):**

- . Install a concrete sidewalk along the entire length of the playground fence that faces the pool.**

- . Access ramps would be at--**

- (1) each end of the sidewalk;**

- (2) the gated entrance to the playground; and**

- (3) the playground entrance that faces the entrance to the overflow parking area.**

- (4) Provide a crosswalk from the pool entrance to the sidewalk ramp that would lead to the playground's gated entrance.**

**With the Board's approval, the Committee will present the cost for delivering the concrete mix at the next Board meeting. Of course, our Maintenance crew will provide the labor.**

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

**Gene Hopkins**

**Secretary**