

REGULAR BOARD OF DIRECTORS MEETING

AGENDA

Thursday, 7 p.m.
September 20, 2012
Community Center

- 1) **Call to order and Pledge of Allegiance.**
- 2) **Review/approve previous minutes.**
- 3) **Member/Guest Forum.**
- 4) **Department/Committee reports.**
 - a) Recreation Dept.
 - b) Maintenance Dept.
 - c) Standards Dept.
 - d) Community Management Dept.
 - e) Architectural Review Committee
 - f) Finance Committee
 - g) Landscaping Committee
 - h) Nominating Committee
 - i) Communications Committee
 - j) Public Safety Committee
 - k) Sports and Park Committee
 - l) Strategic Planning Committee
 - m) Adhoc By-Laws Committee
- 5) **Unfinished Business.**
 - a) Electronic gates/key cards for sports and recreation facilities – Open.
 - b) Villages of Westcreek Clean-up Day (Sep 15) - Open.
 - c) Solar Power for the Clock Tower. – Open.
 - d) SAWS Easement – Open.
 - e) Additional Personnel/Time in schedule in Park – Open.
 - f) National Night Out (October) – Open.
- 6) **New Business.**
 - a) Flag Pole in front of Community Center_____
 - b) New Maintenance Contractor_____
 - c) _____
 - d) _____
- 7) **Schedule next monthly meeting.**
- 8) **Adjournment.**



**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 7:00 p.m., Thursday, July 19th, 2012. The purpose of the meeting was to conduct regular business as identified in the pre-announced Agenda. The meeting was paused briefly to observe the 25th anniversary of the VWOA and cake was served to celebrate the occasion. Immediately following the observance, the meeting minutes for the June Regular Monthly Meeting were reviewed and approved by a unanimous vote of Board members (5/0).

Board Members Present:

John Steele, President	Richard Gentry, Vice President
Kevin Drummonds, Secretary	Jennifer Castro, Treasurer
Kenneth Fowler, Asst. Secretary	

Staff Present:

Brenda Tate, Community Manager	Oswald Willis, Asst. Community Manager
Jennifer Bell, Administrative Superintendent	Armando Villareal, Maintenance Contractor
Nancy Griffin, Parks and Recreation Superintendent	

Members Present:

Eugene Hopkins	Gerry Besecker	Guy Oliver
Joyce Oliver	Bill Fenstermacher	Rick Severs
Christa Lane	Gayle Modrovsky	

Guests Present:

None

II. OPEN FORUM:

Mr. Steele opened the Member's forum. The following individuals spoke:

- a. Mr. Bill Fenstermacher made a suggestion on things that SAWS could do to help off-set the easement (see recommendations carried to the SAWS discussion in unfinished business). **CLOSED.**
- b. Mrs. Gerry Besecker discussed the following issues:
 - 1) Tree limbs over sidewalks on streets and who is responsible. Mrs. Besecker stated that several tree limbs were hanging low over sidewalks throughout the community. The situation was discussed and it was determined that limbs over the main streets (i.e., Westcreek Oaks Drive, Military Drive West, and Westcreek View) and common areas are the responsibility of the Homeowners Association. If any of these are observed, please notify the staff in order to get the problem fixed. Limbs over sidewalks of other streets are the responsibility of the Homeowner. **CLOSED.**
 - 2) Garbage can in front yard (i.e., front of homeowners fence). Mrs. Besecker asked what was being done about this situation for Quail Meadows. The President explained that Community Standards Monitors are continuously monitoring the situation throughout the community and we cannot discuss action taken on specific locations. In this particular case, it is one house and it has been reported several times. The Community Manager reported. **CLOSED.**
 - 3) Increase in crime as a result of allowing garage sales. The question was asked if there has been a noticeable increase in crime as a result of allowing garage sales. Mrs. Tate noted that State law permits the garage sales. She also stated that, as far as we can tell, there has been no increase in crime as a result of these activities. **CLOSED.**
- c. Ms. Gayle Modrovsky asked about the work being done on the streets. It was explained that the County is performing maintenance on the roads, which involves putting down a layer of tar covered by rock. This is a normal and necessary and cost effective process to maintain the streets. It was noted that while this method

seems problematic at first, the life of the road is increased by at least ten (10) years. Anyone wishing to see the final result can look at Westcreek Oaks Drive, which was resurfaced seven or eight years ago. **CLOSED.**

- d. Ms. Christa Lane. Ms. Lane expressed concern about Courtesy Notices being left on her front door about keeping up her front yard. Her primary concern is that she is working hard to maintain her yard and home, but has noticed that her neighbors do not. The President noted that our monitors are working diligently to keep our neighborhoods looking good and to enforce the standards equally across the community. However, we are not at liberty to discuss action taken against a specific Homeowner. Also, the Board is adamant that our monitors make every attempt to contact the Homeowners to help improve our community relations. **CLOSED.**

III. COMMITTEE/DEPARTMENT REPORTS:

- a. Recreation Department: A written report was provided and is attached to these minutes. The new Superintendent (Nancy Griffin) introduced herself to the members present and outlined her activities since starting in the position as well as her goals for the community going forward.
- b. Maintenance Department: A written report was provided and is attached to these minutes. No questions were brought up for the maintenance department.
- c. Standards Department: A written report was provided and is attached to these minutes. Mr. Lemanski was not present as he is rehabilitating from surgery. No questions were raised.
- d. Community Management Department: Mrs. Tate provided a written report which is attached to these minutes. Mrs. Tate briefed from the written report and provided a summary of delinquent assessments, which total \$61,264.01 year-to-date.
- e. Architectural Review Committee. Mr. Eugene Hopkins (ARC member) briefed on the activities of the committee for the previous month. The Property Improvement Application numbers are included as part of the Standards Department report.
- f. Finance Committee: Mrs. Castro provided written accrual and cash basis statements from the Bookkeeper. She briefed from these statements. The Finance Committee has not been constituted at this point to begin the annual budget process.
- g. Landscaping Committee. No committee currently exists. We are currently looking for volunteers.
- h. Nominating Committee. The committee is not needed at this time.
- i. Communications Committee. The minutes of two meetings were provided and are attached to these minutes. Mr. Bill Fenstermacher briefed on the activity of the committee and provided a viewing of a video that would be placed on the web site and YouTube.
- j. Public Safety Committee. No activity this period.
- k. Sports and Park Committee. No minutes of meetings for the Sports and Park Committee were provided; however, Richard Gentry briefed on the activity of the committee.
- l. Strategic Planning Committee: Nothing new to report as no meeting had been conducted; however, Mr. Rick Severs explained that the next meeting would be in September and that the members of the committee would be receiving training between now and then.
- m. Adhoc By-Laws Committee: Mr. Rick Severs briefed that the committee had met twice and will continue meeting until no longer required and proposed changes are submitted to the Board. The next scheduled meeting is scheduled for July 30th and 7 pm.

IV. UNFINISHED BUSINESS:

- a. Electronic gates/key cards for sports and recreation facilities. A revised bid was received on July 19th and the Community Manager briefed on it. This proposal will be discussed and a decision made as to whether to move forward or not prior to the next Board meeting. This issue was tabled until the next meeting. **OPEN.**
- b. Villages of Westcreek Clean-up Day – September 15th was selected and this will be organized by the Community Manager. **OPEN.**
- c. Pet Waste Station(s). A pet waste station was installed in the Park. **CLOSED.**

- d. Solar Power for the Clock Tower. This was not discussed at the meeting, but is carried forward as an open item from the previous month's Board meeting. **OPEN.**

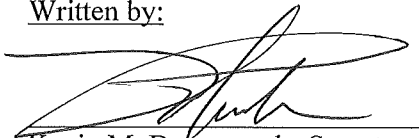
V. NEW BUSINESS:

- a. Update on SAWS Easement through Park. The Board, through our legal staff, proposed an alternative to the SAWS easement and they made a counter-offer. We continue to negotiate with them to make the impact on the community as painless as possible. Mr. Fenstermacher recommended that we ask SAWS to provide some things to 'sweeten' the deal (i.e., artificial turf, upgrade the walking track). **OPEN.**
- b. Proposal for Additional personnel/time in Park. Mr. Richard Gentry made a proposal for an additional park monitor and to add six hours to the gate guard schedule. After discussion it was determined that this would cost an additional \$17,000. This question was tabled until the next meeting. **OPEN.**
- c. Pool use by Brennan High School. The Brennan High School Swim Team requested to use the Park Pool in the between the dates of Aug 20 and 24th at 6:15 and 7:45 am. After a brief discussion, it was unanimously approved to allow the use of the pool as long as it does not interfere with the use by Homeowners. **CLOSED.**
- d. National Night out in the Park. The Treasurer (Jennifer Castro) proposed that the community host the National Night Out in the Park in October and that the Board allocate \$1,500 to provide refreshments for those attending. Mrs. Castro will take the lead on this effort and will look at getting groups to sponsor the event. This will be used as a chance for everyone to get together and foster community relations. The Board approved the proposal by a 5/0 vote.

VI. The Next Meeting: The next regular meeting will be held on Thursday, August 16, 2012 at 7:00 p.m. in the Community Center.


VII. Adjournment: There being no further business before the Board, the meeting was adjourned at 8:50 p.m.

Written by:


Kevin M. Drummonds, Secretary


Date: 09/20/2012

Approved by:


John B. Steele, President

Date: 20 Sep 2012

Posted in the VWOA Book of Minutes by:


Brenda Tate
Community Manager
VWOA

Date: 20 Sept 2012

Parks And Recreation – August 2012

Board Report for August 2012

Programs/Classes

- a. **Volleyball**- End of season was Aug 4th. Participants looking forward to next season.
- b. **Soccer**- registration for the Fall soccer season ended EOB Aug 10
Enrollment totals 216. Fence is down and fields are looking great!
- c. **Olympic Karate**- Classes on Tuesday & Thursdays 15 current participants.
- d. **Pools** - Both pools are open on weekends only at this time. Lifeguards staffed only at Community Center Pool. Closing date for end of season Sept 30th
- e. **SMASHDANCE**- Zumba Fitness are offered each Monday and Wednesday at 7:30 pm
42 participants
- f. **Water Aerobics**- Community Center Pool, 10am & 8pm 24 participants
- g. **Body Bootcamp**- Tue & Thur 7:30pm
- h. **Cardio Dance**- Wed evenings 6:30 h - i - j & k have 21 participants
- i. **Kickboxing**- Mon 6:30pm
- j. **Women's Total Body**- Mon-Wed-Fri , 9am
- k. **Muscle Toning**- 9-10am Mon-Wed-Fri

Past Community Events:

- a. **Soccer Meet and Greet** – Saturday, September 8th, 9:00 am Team assignments and jersey distribution for 23 teams, ages 4-14

Future Community Events:

- a. **Community Clean Up**- Saturday, September 15, 8 am – 11 am
- b. **National Night Out** – Tuesday, October 2nd, 5:30 pm – 8:30 pm
- c. **Rummage Sale** – Saturday, October 13th, 7 am – 11 am
- d. **Fall Fest**- Work is already beginning for our Fall Fest.
Date set for October 27, 4 pm – 7 pm
- e. **Christmas Bazaar**- Date set for December 8, 8 am – 4 pm

J & J CONSTRUCTION

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

Jamiejconst@aol.com

Monthly Maintenance Report

August

- **Daily task:** Pick up trash, main road ways, walk around Community Center, check swimming pool, clean and hose down sidewalks around building. Go inside building & check all bathrooms, go over to community park, check community pool and check pavilion and pick up trash.
 - **Mowing:** Mow all needed areas around road ways & monuments, have been mowing all areas that have been unattended and brought up to standards. Working on monument irrigation clocks to make operable.
 - **Land:** Have been inspecting property for hazards and liabilities, in process, have found water leaks & repaired them, also was able to catch up on all subdivision mowing.
 - **Park:** Assisted Park Recreation Superintendent, Nancy and Coach Al in assembling soccer goals and making park ready for soccer season, we also power washed pavilion and barbecue grills & painted them. Dragged all the walking trails and filled all back area of fields where the land had huge ruts to make safe for soccer. Sprayed all tree areas for mosquitoes, sprayed herbicides around all walking trails. Repaired main water break in baseball field.
 - **Flag pole:** Removed 50 ft flag pole from McMillan home and have been organizing to place in West Creek properties and will have installed soon.
-

STANDARDS DEPARTMENT MONTHLY REPORT

From: Adrian Suttles, Superintendent of Standards
To: VWOA Board of Directors
Subject: Report for the month of August 2012
Presented to the Board of Directors on September 20, 2012

<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 (20) were brought before the ARC. Fifteen (15) of these were approved, five (5) were not approved.	Info
Staffing/Personnel:	Staffed with six (6) part time Standards Monitors, temporarily decreased to five (5) as Adrian is filling in as Superintendent while Ken Lemanski is out on medical leave.	Info
Standards Violations Documented:	Four hundred seventy-five (475) violations of our standards were noted in the month of August.	Info
Personal Contact:	Ninety-eight (98) for the month of August. July had seventy-six (76) contacts.	Info
Thank You Notices:	Seventy-seven (77) were handed out for August. July had thirty-three (33) handed out.	Info
Vacant Houses	As of August 31, 2012 there are fifty-one (51) homes in the Villages of Westcreek that are vacant for one reason or another. Either they have been foreclosed on, up for sale or they have been abandoned by the owners. These are the ones that the association is aware of at this time.	Info
Re-Sale Inspections:	Eleven (11) were completed.	Info
Yard/Garage Sales:	Forty two (42) for August.	Info
Attorney Referral for Action:	None for this month.	Info



Villages of Westcreek
Owners' Association

Community Managers Report
For August 2012
Presented to the
Villages of Westcreek
Board of Directors
September 20, 2012

Physical Plant

- Sports Park Fields Reseed and irrigation system repairs complete
- Flag installation in progress or complete
- Pools Close next weekend
- Bridge Construction in full swing
- New Maintenance contractor has taken over

Personnel

- Adrian Suttles Temp Standards Super filling in for Ken Lemanski.
- We are fully staffed in all other positions.

Vandalism

- Graffiti

Other Items

- National Night out in the Sports Park October 2, 2012 5:30pm to 8:30pm
- Fall soccer season is in full swing with over 200 registrants
- Still No word from SAWS re. Water line

Exclusive Usage Contracts

- Pavilion parties 12
- Community center 30
- Pool Parties 20

Closings

- New 0 Resale 44

Constant Contact Email Status Report 1449 subscribers

Days	H/O's	Amount
Current	2979	\$232,362.00
1-30 days	5	\$160.00
31-60 days	152	\$5.00
61-90 days	105	\$9,942.81
Over 90 days	178	\$51,156.20
Total	440	\$61,264.01

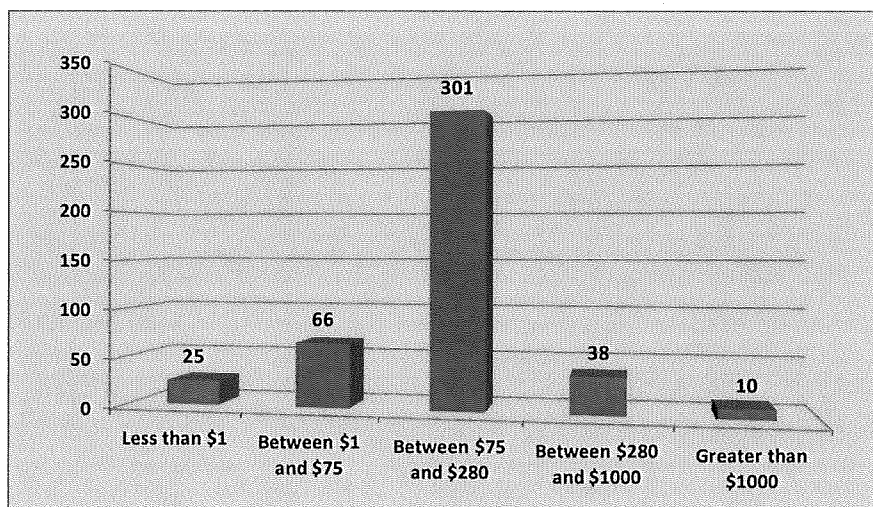
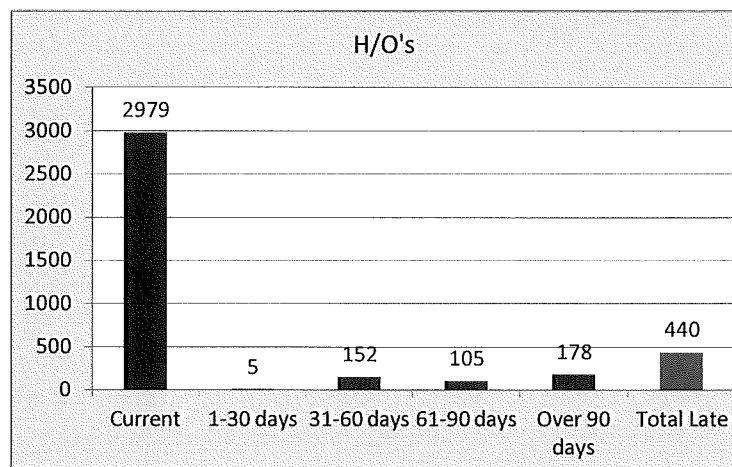
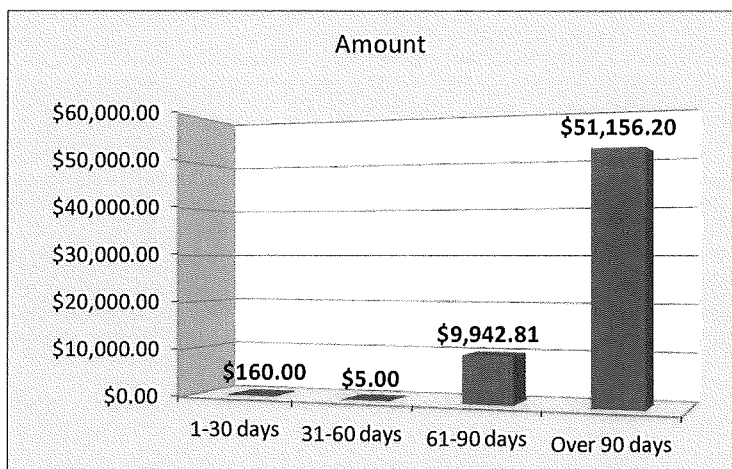
Current homeowner payments
\$232,362.00

Days	H/O's
Current	2979
1-30 days	5
31-60 days	152
61-90 days	105
Over 90 days	178
Total Late	440

Delinquent total ytd
61,264.01

Amount	H/O's
Less than \$1	25
Between \$1 and \$75	66
Between \$75 and \$280	301
Between \$280 and \$1000	38
Greater than \$1000	10

2012 Delinquent Assesments



Villages of Westcreek Owners Association

Balance Sheet

As of ~~September~~ September 10, 2012

ASSETS

Current Assets

Checking/Savings

1010 · Operating Accounts 249,517.43

1011 · Reserve Accounts 246,560.27

Total Checking/Savings 496,077.70

Accounts Receivable

1020 · Accounts Receivable -111,489.35

Total Accounts Receivable -111,489.35

Other Current Assets

1021 · Interest Receivabl 34.19

1030 · Other Current Assets 18,186.94

1040 · Undeposited Funds 3,173.59

1045 · Due from Operating Fund 32,505.67

1071 · Allowance For Doubtful Accts -8,500.00

Total Other Current Assets 45,400.39

Total Current Assets 429,988.74

Fixed Assets

1050 · Fixed Assets 46,642.42

1056 · Community Center^ 2,021,505.24

1057 · Community Center Furniture 19,489.77

1058 · Software 4,673.91

1059 · Vehicle 22,996.00

Total Fixed Assets 2,115,307.34

Other Assets

1037 · Chase CD 2,589.29

Total Other Assets 2,589.29

TOTAL ASSETS 2,547,885.37

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2010 · Accounts Payable -86.50

Total Accounts Payable -86.50

Credit Cards

2040 · Credit Card 1,498.00

Total Credit Cards 1,498.00

Villages of Westcreek Owners Association

Balance Sheet

As of ~~September~~ September 10, 2012

Other Current Liabilities

2020 · Other Current Liabilities	17,045.06
2030 · Due to Employees/Uncashed Payro	124.81
2100 · Payroll Liabilities	604.77
Total Other Current Liabilities	<u>17,774.64</u>

Total Current Liabilities 19,186.14

Long Term Liabilities

2022 · Due to Reserve Fund	32,505.67
2200 · Long Term Notes Payable	1,311,415.94
Total Long Term Liabilities	<u>1,343,921.61</u>

Total Liabilities 1,363,107.75

Equity

2031 · Retained Earnings	68,185.19
3000 · Fund Balance	974,015.16
Net Income	142,577.27
Total Equity	<u>1,184,777.62</u>

TOTAL LIABILITIES & EQUITY 2,547,885.37

9:54 AM

09/10/12

Accrual Basis

Villages of Westcreek Owners Association

Profit & Loss Budget vs. Actual

January 1 through September 10, 2012

	Jan 1 - Sep 10, 12	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4150 · Miscellaneous Income	9,708.82	347.21	9,361.61
4170 · Program Fees	43,552.21	22,638.88	20,913.33
4180 · Swim Team	816.00	0.00	816.00
4190 · Reimbursed Expenses	0.00	0.00	0.00
5000 · Revenue	828,243.76	826,113.80	2,129.96
5100 · Newsletter Advertisement	389.00	2,083.33	-1,694.33
5200 · Rummage/Yard Sales	3,840.00	2,430.54	1,409.46
5400 · Pavilion Rental	4,945.00	3,472.21	1,472.79
5500 · Sports Park Committee	1,888.00	0.00	1,888.00
5600 · Fence Repair Reimbursement	0.00	0.00	0.00
5700 · Cost of Compliance	0.00	0.00	0.00
5800 · Community Center	19,620.00	12,500.00	7,120.00
5900 · Concession Stand	593.25	694.46	-101.21
Total Income	913,596.04	870,280.43	43,315.61
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00
Gross Profit	913,596.04	870,280.43	43,315.61
Expense			
8000 · Operating Expenses	198,991.74	207,298.66	-8,306.92
8200 · Administration	316,702.78	312,945.82	3,756.96
8300 · Maintenance	16,685.11	20,694.48	-4,009.37
8400 · Recreation Department	114,634.84	90,598.65	24,036.19
8500 · Misc. & Contingency	3,792.39	14,583.34	-10,790.95
8980 · Depreciation Expense	34,000.00	20,833.33	13,166.67
9500 · Reserved Funds	73,996.74	132,569.46	-58,572.72
Total Expense	758,803.60	799,523.74	-40,720.14
Net Ordinary Income	154,792.44	70,756.69	84,035.75
Other Income/Expense			
Other Income			
1101 · Other Income	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Other Expense			
Revenue Ruling 70-604	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	154,792.44	70,756.69	84,035.75

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09/10/12
Cash Basis

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January 1 through September 10, 2012

	Jan 1 - Sep 10, 12	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4150 · Miscellaneous Income	9,708.82	347.21	9,361.61
4170 · Program Fees	43,547.21	22,638.88	20,908.33
4180 · Swim Team	816.00	0.00	816.00
4190 · Reimbursed Expenses	0.00	0.00	0.00
5000 · Revenue	818,685.21	826,113.80	-7,428.59
5100 · Newsletter Advertisement	389.00	2,083.33	-1,694.33
5200 · Rummage/Yard Sales	3,825.00	2,430.54	1,394.46
5400 · Pavilion Rental	4,885.00	3,472.21	1,412.79
5500 · Sports Park Committee	1,888.00	0.00	1,888.00
5600 · Fence Repair Reimbursement	0.00	0.00	0.00
5700 · Cost of Compliance	0.00	0.00	0.00
5800 · Community Center	19,570.00	12,500.00	7,070.00
5900 · Concession Stand	593.25	694.46	-101.21
Total Income	903,907.49	870,280.43	33,627.06
Cost of Goods Sold			
50000 · Cost of Goods Sold	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00
Gross Profit	903,907.49	870,280.43	33,627.06
Expense			
8000 · Operating Expenses	200,096.78	207,298.66	-7,201.88
8200 · Administration	316,277.90	312,945.82	3,332.08
8300 · Maintenance	16,685.11	20,694.48	-4,009.37
8400 · Recreation Department	114,634.84	90,598.65	24,036.19
8500 · Misc. & Contingency	5,638.85	14,583.34	-8,944.49
8980 · Depreciation Expense	34,000.00	20,833.33	13,166.67
9500 · Reserved Funds	73,996.74	132,569.46	-58,572.72
Total Expense	761,330.22	799,523.74	-38,193.52
Net Ordinary Income	142,577.27	70,756.69	71,820.58
Other Income/Expense			
Other Income			
1101 · Other Income	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Other Expense			
Revenue Ruling 70-604	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00
Net Income	142,577.27	70,756.69	71,820.58

Communication Committee Meeting

August 21, 2012

In attendance:

Bill Fenstermacher
Gene Hopkins
Barbara Hopkins
Ken Lemanski (Excused)

Guy Oliver
Joyce Oliver
Michelle de Jong (Excused)

Meeting called to order at 7:00 pm.

Approval of Minutes – Guy Oliver made a motion to approve the minutes, 2nd by Joyce Oliver –
Motion Passed

Bill led a discussion to help the committee become better organized. The Committee brainstormed ideas for building an agenda. The agenda would cover standing reports such as Constant Contact, Facebook counts and other items such recommendations on the website, This Week in Westcreek, Quarterly Newsletter, and survey question of the month etc. Bill Fenstermacher will provide a draft agenda for the next meeting.

Committee agreed to schedule the remaining meeting dates as follows:
September 11th, October 9th, November 13th and December 11th.

Next year we will explore meeting during the regular business hours of the Association.

Barbara Hopkins made a motion to adjourn the meeting and this was 2nd by Eugene Hopkins.
Motion carried and meeting was adjourned at 8:00 pm.



Bill Fenstermacher

VILLAGES OF WESTCREEK OWNERS ASSOCIATION

Communication Committee

Agenda

- Call Meeting to Order
- Roll Call of Members
- Approval of Minutes
- Reports
 - Facebook
 - Constant Contacts
- Old Business
 - Review and Recommendations
 - Website
 - This Week in Westcreek
 - Facebook
 - Bulletin Board
 - Sign Post
 - Video Project
- New Business
 - Survey Question of the Month
 - Develop Communication Plan Guide
 - Information Rack
 - Video Camera
 - New Item _____
 - New Item _____

Date:

Time:

Location: 12395 Military Drive West San Antonio, TX 78253 (Conference Room)

Communications Committee Minutes
June 12, 2012
(May meeting was rescheduled for tonight.)

In attendance:

Bill Fenstermacher
Ken Lemanski
Michelle de Jongh

Gene Hopkins
Barb Hopkins
Guy Oliver
Joyce Oliver

Meeting called to order at 7:03 p.m.

There was discussion about changing the day that the Communications Committee meets every month. Ken Lemanski announces that he will have surgery on July 10 and will be out for about three months. Bill Fenstermacher will run the meetings in the interim and suggests they be kept on the same schedule (second Tuesday at 7 p.m.) until Ken returns. Ken informs the committee that Brenda Tate will update Facebook and Constant Contact while he is out.

Bill Fenstermacher says he will draft a release for homeowners to sign for the video project. Guy Oliver said it's not necessary to get permission if the photography is done from a public location. However, Bill says this will be done as a courtesy.

Gene Hopkins brought up the subject of having signs to identify the monitors' vehicles. Ken Lemanski pointed out that in the past, signs have been blown off or were stolen. He said they also could be targets for disgruntled homeowners. Barb Hopkins suggested they wear T-shirts to identify themselves so residents know who they are. There was much discussion. Ken Lemanski said he would look into shirts and prices and try to come up with a suggestion before the next board meeting.

Bill Fenstermacher pointed out that some things are not consistent with the web site. As an example, he said This Week in Westcreek isn't always called by that name. He also suggested that the committee needs a mission statement and vision statement.

Next meeting will be July 10. Everyone wish Ken well on his surgery.

Meeting adjourned at 8:07 p.m.



Villages of Westcreek Homeowners' Association

FROM: Adhoc Pool Committee

TO: Board of Directors

SUBJECT: Revision of the Pool Rules

DATE: September 20, 2012

The proposed revisions and additions to the attached pool rules are shown in red.

- A second paragraph is added as follows: In accordance with Article III of the Declaration of Covenants, Conditions and Restrictions of the VWOA and Title 11, Chapters 209.006 and 209.007 of the Texas Property Code, the following rules apply to all residents using the common areas within the Community. (This supports Item 10.) The term 'residents' applies only to homeowners, renters and lessees. (The previous rules did not define 'members', 'residents' or tenants) The term 'guests' applies to non-residents. (The previous rules did not define guests as 'non-residents')
- Item 7. The following changes to the previous rules are shown in red: Residents that sponsors children under age 12 and/or guests are fully responsible for their behavior and must remain with them at all times while in the pool's area. At the Sports Park pool, sponsors must be 18 or older since there are no lifeguards.
- Item 10. The following change to the 2nd sentence, of the previous rules is shown in red: If any person causes property damage, becomes violent, or refuses to leave the pool area, the appropriate law enforcement officials will be called for assistance.
- Item 10. The following change to the previous rules is shown in red: In any event, the Board of Directors must be notified who may suspend the family's use of all facilities up to 30 days and if applicable, charge the homeowner for property damage.
- Item 11. The following is added to the previous rules: Swimwear such as cutoffs and denim shorts, may not be worn in the pools.
- Item 12. The following change to the previous rules is shown in red: Incontinent individuals or those not toilet trained must wear swim diapers that may only be changed in the restroom.
- Item 13. The following is added to the previous rules: Anyone wearing bandages to restrain bodily fluids and/or prevent infection are not allowed in the pools the pools.
- Item 17. The following change to the previous rules is shown in red: At the discretion of authorized pool personnel, water sports and games may be allowed if they do not interfere with other swimmers.
- Item 18. The following change to the previous rules is shown in red: At a swimmers request, a lap lane may be created at the Sports Park pool, at the discretion of authorized pool personnel.



Villages of Westcreek Owners' Association (VWOA)

POOL RULES

The swimming pools are for the enjoyment of all residents, however for maximum enjoyment and safety, certain rules are necessary which may be amended, at any time, by the Board of Directors.

In accordance with Article III of the Declaration of Covenants, Conditions and Restrictions of the VWOA and Title 11, Chapters 209.006 and 209.007 of the Texas Property Code, the following rules apply to all residents using the common areas within the Community. The term 'residents' applies only to homeowners, renters and lessees. The term 'guests' applies to non-residents.

1. Anyone using the pools, do so at their own risk.
2. Authorized VWOA personnel that includes lifeguards, gate guards or any staff member as designated by the Board of Directors, are responsible for the daily pool operations and enforcing the rules.
3. Pool hours and schedules are available at 'www.villagesofwestcreek.com' under 'Recreation'.
4. Residents, 12 and older, must possess a current VWOA photo ID card to enter the pool's area.
5. Residents, 13 and older, may only sponsor guests. The limit is 2 per resident, but no more than 4 per household.
6. Residents 13 and older and their guests must register upon entering the pool's area whether they use the pool or come as spectators. There is a \$3.00 charge for each guest.
7. Residents that sponsors children under age 12 and/or guests are fully responsible for their behavior and must remain with them at all times while in the pool's area. At the Sports Park pool, sponsors must be 18 or older since lifeguards are not present.
8. If any person, under age 12, is found without a parent or family member 13 and older, an attempt will be made to contact the responsible person(s). If that fails, the appropriate law enforcement officials will be called to help locating those responsible for the child(ren).
9. Authorized pool personnel may answer questions regarding pool rules and operations, but are not allowed to engage in casual conversation as they are required to constantly observe the entire pool area.
10. If residents or their guests do not adhere to the rules, or cause a situation that constitutes a hazard to others, they will be asked to leave the pool area by authorized personnel. If any person causes property damage, becomes violent or refuses to leave the pool's area, the appropriate law enforcement officials will be called for assistance. The Board of Directors may suspend the family's use of all facilities up to 30 days and if applicable, charge the homeowner for property damage.
11. Swimwear such as cutoffs and denim shorts, may not be worn in the pools.
12. Incontinent individuals or those not toilet trained, must wear swim diapers that must be changed in the restrooms.
13. Anyone wearing bandages to restrain bodily fluids and/or to prevent infection, are not allowed in the pools.
14. Diving, spitting, dunking, running, scuffling, profane language or horseplay of any kind, is grounds for ejection from the pool's area.
15. Any object such as boogie boards, black inner tubes, huge balloons and other floating devises that obstructs the view of any authorized personnel are not allowed.
16. Items that are not allowed in the pool's area include glass, skates, skateboards, bicycles, basketballs and soccer balls.
17. At the discretion of authorized pool personnel, water sports and games may be allowed if they do not interfere with other swimmers.
18. At a swimmers request, a lap lane may be created at the Sports Park pool, at the discretion of authorized personnel.
19. Alcoholic beverages or persons under the influence of alcohol or drugs are not allowed.
20. Food and non-alcoholic beverages are allowed on the patios. Drinks must be in unbreakable containers and are not permitted within 10 feet of the pool's edge.
21. Chewing gum and tobacco products are not allowed.
22. Domestic pets are not allowed in the pool's area except for those used to assist disabled persons.
23. If lifeguards are present and the pool's capacity is overwhelming, the pool may be closed during their breaks.
24. Keep the pool's area clean by utilizing the trash containers.
25. Special events during normal operating hours are not allowed without the approval of the Board of Directors.
26. During the usual operating hours as well as those hours scheduled for pool parties, all swimmers and/or spectators will be asked to leave the pool area no later than five (5) minutes after the closing time to allow cleaning and closing the facility.
27. The VWOA and its employees will not be responsible for the loss or damage of any personal property, accidents or injuries to residents or guests. Injuries must be immediately reported to the appropriate VWOA personnel.

(Revised October, 2012)

VWOA BYLAWS COMMITTEE MINUTES – JULY 2, 2012

VWOA Bylaws Committee held its 2nd meeting on July 2, 2012 at 7:00 pm in the Community Center Lobby.

Roll call of members present:

- Rick Servers, Chair - Present
- Kevin Drummonds, Vice Chair – Excused
- Bill Fenstermacher, Secretary - Present
- Eugene Hopkins - Present
- Barbara Hopkins – Excused
- Derrick Foyle – Present
- Guy Oliver - Excused
- Joyce Oliver – Excused

ACTION ITEMS:

1. Rick Severs – *Will contact Brenda Tate regarding review of possible changes regarding legislative changes that may impact administrative processes relating to Transfer Fees, Collection of Assessments, Resale Certificates, Payment Plan Resolutions, Records Reproduction, Copying and Retention Resolutions. Rick will review legislative changes that may impact meetings of the Board of Directors, Members, and Committees etc.*
2. Derrick Foyle – *Review what legislative changes will impact the Standards and what provisions of the standards need to be brought in compliance. This work should be done by the Architectural Review Committee.*
3. Bill Fenstermacher – *Review how the changes in the new legislation will impact the election process of the Association.*

The Members agreed to meet again on July 16, 2012, at 7:00 pm in the Community Center Conference Room to begin the work of the committee. Bill Fenstermacher will notify the Community Manager of the next scheduled meeting so that appropriate notices to the members can be made.

Meeting adjourned at 7:35 pm.

Rick Servers, Chair Bylaws Committee

Date: _____

Villages of Westcreek Owners Association
12395 Military Drive West
San Antonio, TX 78253

VWOA BYLAWS COMMITTEE MINUTES – JULY 16, 2012

Meeting Cancelled due to unavailability of several members of the Committee.

Next Meeting scheduled for July 30, 2012 at 7:00 pm in the Community Center Conference Room.

ACTION ITEMS:

See July 2nd minutes.

Rick Severs, Chair Bylaws Committee

Date: _____



5004583
Mark.Brewton@saws.org
(210) 233-3771

June 21, 2012

Tom L. Newton, Jr.
Allen, Stein & Durbin, P.C.
6243 IH-10 West, 7th Floor
San Antonio, Texas 78201

Re: SAWS Water Resources Integration Project
Villages of Westcreek Easement
Parcel No. P10-296

Dear Tom:

Following up on our meeting at the Villages of Westcreek Community Center, and your letter to Cory Lime dated May 29, SAWS has re-examined the alternate route of the water line suggested by the Villages of Westcreek HOA representatives at the meeting, whereby the line would traverse west of the current alignment, along the western boundary of the Community Center.

Unfortunately, the HOA's proposed alternative route, for which a very similar route was previously considered and rejected by SAWS, presents a number of significant constructability and use issues, namely:

1. Conflict with existing sanitary sewer line and storm drain easement
2. Conflict with drainage structure crossing Military Drive
3. Conflict with house on north side of Military Drive
4. Conflict with existing electrical utilities and relocation of CPS power pole
5. Conflict with existing structures - the alternate route will clip the edge of the pool and tennis court

Therefore, SAWS has elected to proceed along the current alignment. Per the request of the HOA, I am attaching a depiction of the approximate locations (with the caveat that this is tentative) of the above-ground appurtenances to the line, which approximate locations have been selected to minimize disruption to the HOA's use of their field.

SAWS understands the HOA will be disappointed with this decision, however, we would still very much like to work together to arrive at mutually agreeable terms regarding compensation for the easement and explore possible SAWS accommodations for the HOA's use of the field.





**WATER RESOURCES INTEGRATION PROGRAM, SEGMENT 3
PROPOSED WESTCREEK PARK ALIGNMENT**