



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

Regular Board of Directors Meeting Agenda
Thursday, 7 PM, July 16 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
 - Ad Hoc Fence Committee
- **Unfinished Business**
 - Status of sidewalk At Saxon Hill and Military Dr., West. **OPEN**
 - Installation of equipment for tot lot 2 to Five-year-old **OPEN**
 - Installation of Additional toys for tot lot. **OPEN**
 - Restrooms for Sports Park. **OPEN**
 - Website improvements. **OPEN**
 - Top Dressing Sports Park Fields **OPEN**
 - Community Center Baby Pool leak detection **OPEN**
 - Basketball Court repair Under contract **OPEN**
 - Electronic Voting staff is reviewing vendors **OPEN**
 - Leaning brick columns and fences. AR 32 ad hoc Fence Committee **OPEN**
 - Purchase of AED equipment: **OPEN**
 - Soccer Registration Fee: The registration fee for non-residents was raised by \$15 **CLOSED**
 - Clarification of TPC costs: all TPC letters will have a \$25 administrative fee. **CLOSED**
- 6. **Executive/Emergency Session Results**
 - Report of Foreclosures: See administrative report
 - Report of Release of Liens: See administrative report
 - Report of Lien Filings: See administrative report
 - Notice of Trustee's Sale: See administrative report
- 7. **New Business**
 - Review of updated Standards
 - Clarification of AR 20
 -
- 8. **Schedule next monthly meeting**
- 9. **Adjournment.**

Regular Meeting of the Board of Directors
Thursday, June 18, 2015

Open Meeting: The Regular Meeting of the Board of Directors was called to order by the President, at 7:05 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 as amended. The motion to approve the minutes as amended was made by Kevin Drummonds. The motion was seconded by Richard Gentry 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:

Bill Fenstermacher
Gene Hopkins
Rick Severs
Roger Torres
M. I. Perez
John Lopez
René Schmidt

Patricia Schaefer
Barbara Hopkins
Juanita Molinar
Francis Lomax
L. Correa
Eugene Goes
Margot Schmidt

Nick Giardino
Steven Zajchowski
Michael Molinar
Ann Lomax
Lisa Williams
Barbara A. Lee
Frank Orona

Guests Present:

None

II. Open Forum:

Mr. Gentry opened the members and guest forum. Patricia Schaefer asked the Board to establish a new committee of volunteers to help disabled and elderly homeowners with yard maintenance and other maintenance on their property.

Rick Severs stated 1. That he did not believe the fences on Potranco Road were being maintained. 2. That the Board should have submitted the improvements to the tot lot to the ARC committee for approval. This is not correct according to article 3.02 of the CC and R's. 3. That the Board members were not supporting the strategic planning committee.

René Schmidt indicated that the maintenance at the entrance off of Potranco was inadequate. He would also like to have a monument erected at that entrance. He stated that the sports Park monitors were not checking IDs.

Frank Orona stated that the budget was not as clear as he would like to have it. He also felt that the maintenance of the common areas was inadequate.

Bill Fenstermacher suggested that the Board look into establishing a Facilities Committee to oversee all of the Associations facilities.

- Community Center Baby Pool leak detection. The water level is holding at the present time **OPEN**
- Basketball Court repair. The board approved a proposal from Coastal Plains Construction for resurfacing the basketball court total cost of \$6690 this note was done electronically and was approved unanimously **OPEN**
- Electronic voting: Referred to the communications committee for additional information and to research other companies **OPEN**
- Electronic voting: Referred to the communications committee has given staff additional vendors. Staff is looking at these vendors and will make a proposal to the Board **OPEN**
- Additional toys for tot lot: Mr. Gentry informed the board that the installation costs for the additional toys done by the manufacturer would be \$11,000 a motion was made by Mr. Gentry to approve this amount the motion was seconded by Guy Oliver. The motion passed unanimously **OPEN**
- Leaning brick columns and fences Mr. Richard Gentry made a motion to establish an Ad Hoc Fence Committee. Mr. Kevin Drummonds seconded the motion. The motion carried unanimously. Mr. Francis Lomax was appointed chairman of the committee. Mr. Oliver was to be the board member for that committee. **OPEN**
- National Night out: **OPEN**
- **V. Executive/Emergency Session Results**
- **Report of Foreclosures:** See administrative report
- **Report of Release of Liens:** See administrative report
- **Report of Lien Filings:** See administrative report
- **Notice of Trustee's Sale:** See administrative report
- The Board elected to change Attorneys from Allen, Stein & Durbin to Pulman, Cappuccio, Pullen, Benson & Jones
(See attached Administrative report)

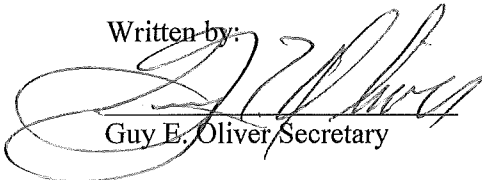
VI. New Business:

- Purchase of AED equipment. A recommendation from the Public Safety committee that the VWOA purchase 4 AED units. The recommendation came with three quotes from vendors. A motion was made by Mr. Richard Gentry that we purchase 4 AED units at \$1350 each or a total of \$5400 plus tax. The motion was seconded by Mr. Guy Oliver. The motion carried. 4-1 Mr. Anthony Hoffman opposed
- Soccer Registration fee: Soccer registration fees for homeowners will remain the same. The registration fees for non-residents will be raised by \$15 to \$75.00. The motion was made by Mr. Richard Gentry and seconded by Mr. Christopher Bell. The motion carried unanimously
- Texas property code letters costs: Mr. Richard Gentry made a motion to clarify the costs of Texas property code letters that all TPC letters would have a \$25 fee to cover the administrative costs. The motion was seconded by Mr. Anthony Hoffman. The motion passed unanimously

VII. Schedule next monthly meeting: July 16, 2015 in the Community Center

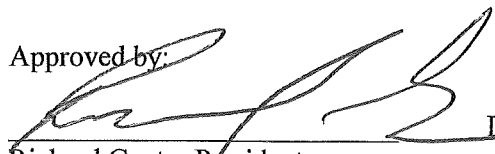
VIII. Adjournment: There being no further business before the Board, the meeting was adjourned at 9:21PM.

Written by:


Guy E. Oliver, Secretary

Date 7-16-15

Approved by:

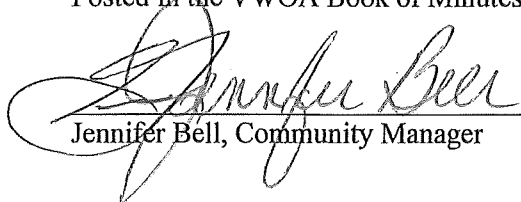


Date

16 July 15

Richard Gentry President

Posted in the VWOA Book of Minutes by:



Date

July 16, 2015

Jennifer Bell, Community Manager

PARKS AND RECREATION July 2015 Report

I. Current Programs/Classes

- a) SmashDance- Currently on summer break
- 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) Swimming pools- Both swimming pools are officially opened as of June 7th
- i) Swim Lessons 2 June 29th
- j) Swim lessons 3 July 13th
- k) New contractor Phillip Zavala starting new adult fitness class in SP and youth Sports Camps

II. Issues:

- a) Continuing to work with Pool Contractor on lighting issues
- b) SP hose broke and was replaced
- c) Park Enhancements- Possible painting projects for possible community service hours on older tables/benches. May consider replacing.

III. Past Events:

WC Jubilee- Attendance- approx. 1200

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
- b) Mr. Gentry got Ozarka to donate 600 bottles of water: \$3.98 per 24 pack = approximately \$100
- a) Soccer Registration began June 29 (for homeowners) & July 11th (for non-homeowners)

IV. Upcoming Events

Fall 2015 Soccer

J & J CONSTRUCTION

RESIDENTIAL & COMMERCIAL

PO BOX 762349

SAN ANTONIO, TX 78245

(210)722-5609

June Maintenance Report

Total work orders opened: 16

Total work orders closed: 10

Open work orders: 6

1-Repair/removal of sports equipment in SP

1-Possible purchase of new trash receptacles for SP

2- Holding for rental of a lift (basketball court lights, tennis court lights, possible painting of football goals)

1-Referred to Pool Contractor

1- Holding on Pavilion makeshift gutter for further research

Upcoming Projects--

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

Tennis court repairs

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.

*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.

* Staining fences are homeowners replace/repair them.

Land:

*Daily trash pick-up and inspection of property for hazards.

*Cutting and shredding all new accumulated right of ways.

* Repair/replace monument lights

* We have been adding new mulch to community center and clock tower

* We have been spraying weed as needed

Park:

*Mowing all needed areas and along the creek.

*Inspecting existing park fixtures.

*Addressing vandalism.

*Blowing rocks in tot lot on a daily base

Community Center:

*Maintain the centers exterior grounds.

*Pruning of flower beds

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

June 2015
 July 16, 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:	103 85 18	 83% 17%
Staffing/Personnel:	Staffed with six (6) part time Standards Monitors.	Info	
		Number	Pct. +/-
Standards Violations Documented:	Violations of our standards were noted this month:	888	-6%
	Violations of our standards were noted last month:	944	
		-56	
		Number	Pct. +/-
Thank You Notices:	This Month:	211	54%
	Last Month:	137	
	Increase / Decrease from last month:	74	
		Number	Pct. +/-
Personal Contact:	This Month:	53	89%
	Last Month:	28	
	Increase / Decrease from last month:	25	
		Number	
Re-Sale Inspections:	This Month:	12	
	Last Month:	22	
	Increase / Decrease from last month:	-10	
		Number	
Yard/Garage Sales:	This Month:	87	
	Last Month:	34	
	Increase / Decrease from last month:	53	

PROJECT MANAGEMENT

PUBLIC SAFETY REPORT		
Graffiti reported:	Quail Meadow~Gwendolen & Hazelbury~On the ground	6/5/15
	WC Oaks near Saxonhill~On retaining wall around tree	6/15/15
	Forest~Sage Run~Mailbox cluster	6/25/15
	Woods~Crumpet & Foxford~Mailbox cluster	6/25/15
	Wynwood~Hollow Grove~Mailbox cluster	6/25/15
Crime reported:	Garden~Kudu~Home broken into overnight. Police report filed.	6/21/15



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

Administrative Board Report-16 July, 2015

- Collections Break Down for June-2015
- Break down of release of Liens \$621.46
- 6 Files were opened in June, 2015
- Total number of open accounts with ASD is 33-\$30,315.13
- Report of Lien Filings \$965.85
- Total monies collected in 2nd Quarter 2015-\$329,579.81
- Paypal money collected in the 2nd quarter \$21,111.43
- Total money collected this Fiscal Year- \$846,175.90



Villages of Westcreek

Owners' Association

Community Managers Report for June 2015

Presented to the Villages of Westcreek Board of Directors July 16, 2015

Physical Plant

- Over \$75,277.38 has been collected via PayPal online payment system
- Concessions are available at the CC pool
- We are continuing to work towards erecting a new bathroom facility in the Sports Park
- The new tot-lot equipment has been ordered and estimated delivery for beginning of August
- The 4 defibrulators have been ordered
- The basketball resurfacing has begun. It will take approximately 1 week to complete. During the process the court is locked and residents will not be able to access the amenity.

Personnel

- We are accepting applications for certified lifeguards, Parks and Recreation Superintendent, Standards Monitors, and Park Monitor.

Other Items

- Westcreek Jubilee held Saturday, June 6, 2015 at the Sports Park, was a great success with over 1200 in attendance.
- Registration for Soccer 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.*

ID Cards (includes replacement reprints)

- 406

Exclusive Usage Contracts

- Pavilion Parties 12
- Community Center 15
- Pool Parties 9

Closings

- New 0 Resale 15

Constant Contact Email Status Report

- 1973 subscribers

Facebook

- 1279 likes

VILLAGES OF WESTCREEK ARCHITECTURAL REVIEW COMMITTEE

REPORT FOR THE BOARD OF DIRECTORS---7-16/2015

Meetings held during the weeks of: 6/2/15 6/9/15 6/16/15 6/23/15 6/30/15

Applications reviewed: 82--approved 20—disapproved

Special Note: The ARC was asked to approve the three (3) toys and their proposed location in the Sports Park's Children's playground. The ARC's response was that it is not the ARC's responsibility to approve or disapprove improvements or changes on or to the common properties of the Association.

The 20 **disapprovals** were for:

- 2---Metal shed in back yard. This violation resulted from a Property Resale inspection & the homeowner immediately filed a lawsuit against the Association before contacting the ARC. Subsequently, the homeowner came before the ARC but, the ARC Members were instructed to only state that his lawsuit is now in the hands of the lawyers and cannot be discussed.
- 2---Electrical box attached to adjoining fence. This also applies to the homeowner with the metal shed as discussed above.
- 2---Play set modified for a bird cage with a metal roof and is too close to the fencing. Disapproved twice and is pending corrective action by the homeowner.
- 2---Pavers from sidewalk to front walkway that were shaped and marked for children to play Hopscotch. Disapproved twice before the homeowner redesigned the walkway to comply with the Standards and was approved.
- 2---Cement patio in front yard. Must be behind the dwelling. One (1) was resubmitted and approved.
- 1---Protective metal cover over side window that resembles burglar bars.
- 1---Security front door that resembles burglar bars.
- 1---Corrugated plastic roof over pergola.
- 1---Metal roof over existing rear patio. Resubmitted and approved.
- 1---New house construction in Jacobs Pond is pending additional information.
- 1—Paver walkway and river rock on side of dwelling.

- 1---Limestone pillars to support the gate and fence in front of dwelling.**
- 1---Outdoor curtain panels on front porch.**
- 1---Retaining wall along property line.**
- 1---Child's swing in front yard.**

The 82 approvals were for:

- 16---Xeriscaping/ landscaping/ planting trees & shrubbery.**
- 12---Replacing roof shingles.**
- 10---Walkways.**
- 7---Repainting the dwelling and other extremities of the dwelling.**
- 5---Fence staining.**
- 3---Vivint home security and wireless internet.**
- 3---Wooden decks.**
- 2---Storage sheds.**
- 2---Furniture for front porch.**
- 2---Cover of existing decks.**
- 1---Deck staining.**
- 1---Child's play set in back yard.**
- 1---Child's swing set in front yard.**
- 1---Cement and pebble sitting area in back yard.**
- 1---Retractable curtains mounted over rear windows of the dwelling.**
- 1---Retractable awning attached to rear of dwelling.**
- 1---Cement pavers behind the fencing to store trash containers.**
- 1---Solar screens on front windows.**
- 1---Tile on patio behind the dwelling.**
- 1---Enclose rear patio with screen and siding.**
- 1---Enclose rear sunroom with screening and lattice fencing.**
- 1---Metal covering over existing patio.**
- 1---Security camera on garage.**

1---Flagstone & cement fire pit with patio in back yard.

1---Pergola on side of dwelling.

1---Replace window over front door.

1---Replace existing concrete in back yard with sod & limestone and a retaining wall.

1---Replace wooden fence on left side of property.

1---Replace front fence with stain that matches the current fencing.

1---Above ground pool behind the dwelling.

NOTE: There were 46 applications for improvements/changes that were not submitted to the ARC for prior approval. The majority resulted from Property Resale requests for those homeowners who failed to request ARC approval.

Gene Hopkins

Chair, Architectural Review Committee

5:54 PM

07/13/15

Accrual Basis

Villages of Westcreek Owners Association
Balance Sheet
As of July 13, 2015

	Jul 13, 15
ASSETS	
Current Assets	
Checking/Savings	
1010 · Operating Accounts	360,389.67
1011 · Reserve Accounts	419,830.40
Total Checking/Savings	780,220.07
Accounts Receivable	
1020 · Accounts Receivable	20,421.94
Total Accounts Receivable	20,421.94
Other Current Assets	
1021 · Interest Receivable	34.19
1030 · Other Current Assets	18,186.90
1040 · Undeposited Funds	10,331.44
1071 · Allowance For Doubtful A...	-18,000.00
Total Other Current Assets	10,552.53
Total Current Assets	811,194.54
Fixed Assets	
1050 · Fixed Assets	-143,884.15
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	1924132.84
Other Assets	
1037 · Chase CD	2,676.43
1190 · Prepaid Expense	20,962.50
Total Other Assets	23,638.93
TOTAL ASSETS	2758966.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	5,716.78
Total Accounts Payable	5,716.78
Credit Cards	
2040 · Credit Card	1,927.64
Total Credit Cards	1,927.64
Other Current Liabilities	
2020 · Other Current Liabilities	25,725.94
2100 · Payroll Liabilities	528.95
Total Other Current Liabilities	26,254.89
Total Current Liabilities	33,899.31
Long Term Liabilities	
2200 · Long Term Notes Payable	1033250.20
Total Long Term Liabilities	1033250.20
Total Liabilities	1067149.51
Equity	
2031 · Retained Earnings	148,424.59
3000 · Fund Balance	1136400.83
Net Income	406,991.38
Total Equity	1691816.80
TOTAL LIABILITIES & EQUITY	2758966.31

5:52 PM
07/13/15
Cash Basis

Villages of Westcreek Owners Association

Balance Sheet

As of July 13, 2015

	Jul 13, 15
ASSETS	
Current Assets	
Checking/Savings	
1010 · Operating Accounts	360,389.67
1011 · Reserve Accounts	419,830.40
Total Checking/Savings	780,220.07
Accounts Receivable	
1020 · Accounts Receivable	-113,309.02
Total Accounts Receivable	-113,309.02
Other Current Assets	
1021 · Interest Receivabl	34.19
1030 · Other Current Assets	18,186.90
1040 · Undeposited Funds	10,331.44
1071 · Allowance For Doubtful A...	-18,000.00
Total Other Current Assets	10,552.53
Total Current Assets	677,463.58
Fixed Assets	
1050 · Fixed Assets	-143,884.15
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	1924132.84
Other Assets	
1037 · Chase CD	2,676.43
1190 · Prepaid Expense	20,962.50
Total Other Assets	23,638.93
TOTAL ASSETS	2625235.35
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	-11.50
Total Accounts Payable	-11.50
Credit Cards	
2040 · Credit Card	1,927.64
Total Credit Cards	1,927.64
Other Current Liabilities	
2020 · Other Current Liabilities	25,725.94
2100 · Payroll Liabilities	528.95
Total Other Current Liabilities	26,254.89
Total Current Liabilities	28,171.03
Long Term Liabilities	
2200 · Long Term Notes Payable	1033250.20
Total Long Term Liabilities	1033250.20
Total Liabilities	1061421.23
Equity	
2031 · Retained Earnings	94,094.85
3000 · Fund Balance	1136400.83
Net Income	333,318.44
Total Equity	1563814.12
TOTAL LIABILITIES & EQUITY	2625235.35

Villages of Westcreek Owners Association
Profit & Loss Budget vs. Actual
January through December 2015

	<u>Jan - Dec 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4150 · Miscellaneous Income	529.36	500.00	29.36	105.87%
4170 · Program Fees	49,653.90	53,100.00	-3,446.10	93.51%
4180 · Swim Team	0.00	750.00	-750.00	0.0%
4181 · Wahoo Swim Team	490.00			
4190 · Reimbursed Expenses	0.00	2,000.00	-2,000.00	0.0%
5000 · Revenue	837,481.56	1,028,028.00	-190,546.44	81.47%
5100 · Newsletter Advertisement	0.00	100.00	-100.00	0.0%
5200 · Rumage/Yard Sales	3,480.00	5,000.00	-1,520.00	69.6%
5400 · Pavilion Rental	5,315.00	6,000.00	-685.00	88.58%
5600 · Fence Repair Reimbursement	25.00			
5800 · Community Center	24,732.50	15,500.00	9,232.50	159.57%
5900 · Concession Stand	493.50	4,000.00	-3,506.50	12.34%
Total Income	<u>922,200.82</u>	<u>1,114,978.00</u>	<u>-192,777.18</u>	<u>82.71%</u>
Gross Profit	922,200.82	1,114,978.00	-192,777.18	82.71%
Expense				
8000 · Operating Expenses	182,777.93	290,110.00	-107,332.07	63.0%
8200 · Administration	278,470.99	544,635.00	-266,164.01	51.13%
8300 · Maintenance	11,821.05	29,500.00	-17,678.95	40.07%
8400 · Recreation Department	76,412.51	163,500.00	-87,087.49	46.74%
8500 · Misc. & Contingency	2,528.61	8,500.00	-5,971.39	29.75%
8980 · Depreciation Expense	15,000.00			
Total Expense	<u>567,011.09</u>	<u>1,036,245.00</u>	<u>-469,233.91</u>	<u>54.72%</u>
Net Ordinary Income	<u>355,189.73</u>	<u>78,733.00</u>	<u>276,456.73</u>	<u>451.13%</u>
	<u>355,189.73</u>	<u>78,733.00</u>	<u>276,456.73</u>	<u>451.13%</u>

Villages of Westcreek Owners Association

7/13/2015 5:29 PM

Register: 1011 · Reserve Accounts:1011.9 · Mutual of Omaha MM Rep & Repla

From 01/01/2015 through 07/13/2015

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
01/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.77	100,271.88
02/28/2015			5000 · Revenue:5040 · ...	Interest		X	11.53	100,283.41
03/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.77	100,296.18
04/30/2015			5000 · Revenue:5040 · ...	Interest		X	12.36	100,308.54
05/31/2015			5000 · Revenue:5040 · ...	Interest		X	12.77	100,321.31
06/30/2015			5000 · Revenue:5040 · ...	Interest		X	12.36	100,333.67

Villages of Westcreek Owners Association

7/13/2015 5:29 PM

Register: 1011 · Reserve Accounts:1011.8 · Mutual of Omaha-Imp (1127)

From 01/01/2015 through 07/13/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/31/2015			5000 · Revenue:5040 · ...	Interest		X	22.05	129,821.38
02/25/2015	37420		1010 · Operating Acco...			X	12,500.01	142,321.39
02/28/2015			5000 · Revenue:5040 · ...	Interest		X	19.92	142,341.31
03/31/2015			5000 · Revenue:5040 · ...	Interest		X	24.04	142,365.35
05/19/2015	37721		1010 · Operating Acco...				12,500.01	154,865.36
06/19/2015	1025	Property Advanceme...	9500 · Reserved Funds...		5,750.00			149,115.36

Villages of Westcreek Owners Association

7/13/2015 5:29 PM

Register: 1011 · Reserve Accounts:1011.7 · Mutual Of Omaha Repair & Replac

From 01/01/2015 through 07/13/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/31/2015			5000 · Revenue:5040 · ...	Interest		X	22.08	128,852.47
02/25/2015	37422		1010 · Operating Acco...			X	23,750.01	152,602.48
02/25/2015	37421		1010 · Operating Acco...			X		152,602.48
02/28/2015			5000 · Revenue:5040 · ...	Interest		X	19.77	152,622.25
03/10/2015	1060		1010 · Operating Acco...	Reimburse ac f...	1,145.49	X		151,476.76
03/27/2015		Intuit	9500 · Reserved Funds...	quickbooks up...	3,571.17	X		147,905.59
03/27/2015	1061		1010 · Operating Acco...	Gametime- Tot ...	1,299.66	X		146,605.93
03/31/2015			5000 · Revenue:5040 · ...	Interest		X	25.43	146,631.36
05/19/2015	37720		1010 · Operating Acco...				23,750.01	170,381.37

Communication Committee Minutes

July 6, 2015

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

In attendance

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

Old Business/Web Site

Bill Fenstermacher handed out copies of the restructured Website Draft Recommendation for committee discussion and review. He pointed out that in the "About" section, he added pages for each Department and Committee. Barbara Hopkins asked about the "Landscape Committee" and Bill Fenstermacher said it should be added. Guy Oliver asked if the Community Manager and Assistant Community manager pages should be combined. The committee agreed that they should be. Bill Fenstermacher reminded the Committee that the "Volunteer" page eventually will have a form attached to it.

There was discussion about where to put Committee Meeting Minutes. Bill Fenstermacher said that on each committee page, there would be a message saying, "For minutes, go to the Board of Directors page" and hyperlink to it. When Gene Hopkins argued that would only work if it was done for each committee, Bill Fenstermacher confirmed that it could be done for each Committee page.

Under Contracts and Forms, there will be one page for contracts and another page for forms, with fly outs for each individual contract/form. Bill Fenstermacher said the only one in question is the one for Westcreek Times ads since it no longer has ads. The committee agreed to recommend that this form be eliminated if no longer needed.

Bill Fenstermacher noted that since most of the community information had been moved to the "About" section, the "Community" section now only contains Estate Sales and Yard Sales. He suggested changing the heading simply to Sales. Guy Oliver questioned if we should keep the Sales heading for sales but still have Community for school info, elected officials, utilities etc. There was discussion about this. The Committee agreed to this and Bill Fenstermacher will make the change to the "Navigation Structure" recommendations.

In the "Newsletters" page, Bill Fenstermacher said we would list "This Week in Westcreek" and "Westcreek Times", with the newest editions of each at the top and older editions below that. Guy Oliver said that since the website is in blog form, the newest information is already at the top. Jean Woodward questioned why the back issues of "This Week in Westcreek" and "Westcreek Times" have to be included at all. Guy Oliver said they need to be there in case anyone wants to research. Bill Fenstermacher will get with the Community Manager to see if this could be done.

Bill Fenstermacher asked the committee if the links to elected officials and other community information should be listed in the right column of the website, instead of in the "About" section. There was discussion about this.

Bill Fenstermacher then went over several items he listed under "notes" on his draft recommendation. These items include simplified flagging recommendations, using consistent fonts on the staff page, and posting "coming soon" at the top of any incomplete page. He also suggested talking to the webmaster about the use of bookmarks on pages. In a section, instead of fly outs for each different item, they could all be listed on one page. So a person could just click on a menu item for the section and he would be taken directly to that part of the page. Then he could continue reading on or click an arrow to take him back to the top of the page.

Bill Fenstermacher also recommended that the calendar contain a complete list of every activity/event/meeting that is also listed on the official bulletin board, web site or newsletters. He said there could be a checklist to follow each time a new item is added to ensure that it is added in all three places.

There was discussion about the social site "Next Door." Bill Fenstermacher suggested possibly using that site to post meetings and other information. Guy Oliver thought this was a bad idea because it would seem like VWOA was using it as an official site, but other people could post whatever they want without being monitored. He said the negative comments that could be generated wouldn't be worth it to the association.

New Business

The Board of Directors wants the Communications Committee to look at electronic billboards again. Bill Fenstermacher noted that since Guy Oliver had looked into this once before, perhaps he could check into it again, especially to see if it would be feasible now to do it wirelessly. Bill Fenstermacher said they just want to know the costs. Guy and Joyce Oliver have been tasked to look into this.

He also said he had feedback from a homeowner/staff member about having a Suggestion Box in the office for compliments or complaints. Bill Fenstermacher said he personally likes the idea of an online comment box, such as they had when he worked at the VA. It could be called something like "Speak to the Board" where homeowners could provide feedback via a box in the office or we could have an online tool on the website. Guy Oliver said the association already has something similar with the InfoAction form that goes to the staff or board. There was discussion about whether that form is effective and efficient. Some committee members thought all forms should go to one place and then be re-routed to the appropriate place, rather than some going to office and others going to every board member. The Committee will further explore this idea.

Bill Fenstermacher noted that since he likes to keep our meeting times to one hour, and it was past that now, that we should each think about the best way to send comments to the office/board. He said we will follow up on this and might even consider looking into Survey Monkey for the web site.

Adjournment

Barbara Hopkins motioned to adjourn at 11:13 am. Gene Hopkins seconded. The meeting was adjourned.

William Fenstermacher
Chair, Communication Committee

SUBJECT: Sports Park Committee Minutes

DATE: July 9, 2015

Meeting began at 7:00 PM.

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

Chair: Not available.

Mr. Oliver advised the Committee members that:

- 1. we have selected an Engineer to plat the Sports Park and that the selection of an Architect is still pending;**
- 2. the basketball court will be closed during the resurfacing that is scheduled for the 13th through the 18th of July; and**
- 3. the installation of the three (3) toys in the Children's playground will begin shortly.**

The Sports Park Committee agrees with the Sports Committee's proposal to install two (2) sets of horseshoe pits behind the Community's swimming pool.

There was some discussion regarding:

- 1. adding a 2nd pavilion in the Sports Park; and**
- 2. providing asphalt paths leading from the two (2) parking lots to the current pavilion to meet with the ADA.**

These Minutes will be provided to the Board of Directors for discussion at the July 16, 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 8.30 PM.

**Gene Hopkins
Secretary**

Sports Committee Meeting Minutes

- I. Date:** 11 June 2015 at 6:00 pm
- II. Attendance**
 - Varnell Johnson
 - Nancy Griffin- Excused
 - Melynda Porter- Excused
 - Dominick Garcia
 - Guy Oliver
 - Joyce Oliver
 - Roger Torres
- III. Old Business**
 - A. Soccer**
 - 1. Soccer seasons- 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 get approval from the Sports Park Committee or BOD. Will discuss more at the next meeting. (OPEN)
 - B. Other Sports Programs**
 - 1. Sports program recommendations- The committee discussed starting teenage and adult softball and flag football for ages 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 if 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)
 - C. Recreational activities**
 - 1. Recreational area- The committee brain stormed 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 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 committed was not sure if the Family Fun Day is still scheduled. Some committe members were under the impression this event was approved by the BOD, but Dominick and Mr. Oliver will confirm. Planning is estimated to take about 5 months, therefore it's imperative to get this decision finalized as soon as possible. (OPEN)
- IV. New Business**
 - A. Recreational activities**
 - 1. Community Fitness- Mr. Phillip Zavala made a proposal to the committee to offer a community fitness program as a private contractor. His company is Community Fitness & Tennis. The program would include tennis lessons, sports camps, and fitness programs

tailored to specific age groups and handicapped. Mr. Zavala has lots of experience and organized similar, successful programs in other communities. He would like to have a long term relationship with Westcreek and expand program offerings over a period of time. All committee members agreed that Dominick will work with Mr. Zavala to finalize days and times as to not interfere with homeowners use of the property prior to submitting recommendations to the Sports Park Committee and BOD. Dominick will provide an update at the next committee meeting in July. (OPEN)

4. Other Items- Mr. Torres is concerned about the interpretation of the swimming pool maximum occupancy policy. He mentioned that this has caused the swimming team to reschedule planned Westcreek swimming events to other communities that can accomodate the number of swimmers and spectators. Mr. Torres asked that the Sports Committee recommend to the Sports Park Committee and the BOD to clarify the language of the occupancy code with the Fire Marshal. We will discuss the findings at the next meeting in July. (OPEN)

B. Other- NONE

- V. **Committee Reports:** NONE
- VI. **Round Table:** NONE
- VII. **Meeting Adjourned:** 6:48 pm
- VIII. **Next Meeting:** The next meeting is scheduled for 6 pm on 9 July 2015 at the Community Center.

Recommend Approval

//SIGNED//

VARNELL JOHNSON

Chairman, VWOA Sports Committee

Ad Hoc Fence Committee Meeting

July 7, 2015

Bill Fenstermacher
Barb Hopkins
Gene Hopkins
Rick Severs
Joyce Oliver
Guy Oliver
Adrian Suttles
Maribelle Serna-Hweitt
Sylvia Mennel
Nick Giardino

- Francis Lomax, Chair was absent due to a family emergency so Mr. Oliver nominated Mr. Hopkins to run the meeting.
 - Purpose of committee, as told by Mr. Oliver, is to choose fencing material.
 - This material should be, low cost, low maintenance, graffiti, and in line with the CCR's. Pricing needs to be done by linear foot.
- Monies to fund project was discussed.
- The board has not decided whether to:
 - take a loan
 - pay on a phased-in-project
 - Guy Oliver says the board wants to replace fencing along main boulevards such as Military Drive.
 - The Board wants to start the project at Talley.
 - The timeline of the project depends on funding.
 - There was discussion of AR32 and the upcoming Texas Sound wall to be place along Loop 1604 2 feet from our main fences.
 - The meeting ended with a charge to search for fencing materials much like the ones Mr. Lomax provided.
- Next meeting Tuesday, July 21, 2015
 - Meeting ended