

Village Creek Community Association, Inc.

Board Meeting Minutes

December 17, 2018

Pursuant to Article VI, Section 1 of the Bylaws of the Village Creek Community Association, Inc., a meeting of the Directors was duly called and held on **December 17, 2018**, at Longwood Golf Club located at **13300 Longwood Trace, Cypress, TX 77429**.

IN ATTENDANCE

Representing the Members of the Village Creek Community Association, Inc., were the following Board members:

Brian Martin (President)
Greg Davis (Vice President)
Cynthia Moody (Treasurer)
Gordon Watson (Secretary)
Ty Thomas (Director)

Representing Spectrum Association Management, LP, was:

Kim Gonzalez (Community Manager)

Call to Order / Determination of Quorum

The meeting was called to order at 6:30 p.m. A quorum of Board members was announced.

Ratification of Actions in Between Meetings

- November 19, 2018 meeting minutes were unanimously approved by the Board and they were posted to the website and sent out via eblast.
- The Board approved sending one account to Legal for non-payment of assessments.

Constable Report

Two constables attended the meeting and reported increased participation in the Vacation Watch program. They informed us that Village Creek does not fit the requirement to allow ATV's and golf carts to operate legally on public roads. There was also discussion regarding after hours enforcement at the basketball courts and the length to which the Board would like to use their No Trespass Affidavit.

Financial Report

The Board was presented with the November financial report. Kim Gonzalez reviewed the Balance Sheet. At the end of 11/30/2018, the Total Net Income Gain / Loss in Operating is -\$91,645.30. Contributing to this deficit are the landscape maintenance contract costs as well as the quarterly transfers from Operating to Reserves which year-to-date totals \$56,419.59.

Committee Reports

- **ARC** – Steven Winter reported that they processed (8) requests. The average turn-around time for an application was (3) days. There are several sections of the Residential Architectural Guidelines that the Committee will be reviewing and proposing updates/changes for future Board consideration. Homeowners need to be aware that any requests to either remove or add trees to their yard must still be submitted for approval.
- **Landscape** – Sherry Watson reported that winners were chosen for the Holiday Decorating Contest. Winners were notified and awarded prizes. An eblast will be sent out and the electronic board will be updated to announce the winners.

- **Social** – Lisa Rawles put together the 2019 Social Event Schedule and it was presented to the Board. The Board unanimously approved the 2019 Social Event Schedule.
- **Pool** – Gordon Watson presented a proposal to address minor repairs at the pool house. He will be prioritizing these repairs for Board consideration.

Old Business

- **Minimum Front Yard Tree Requirement** – This item has been tabled so that the ARC Committee can also submit request for changes and/or revisions to the Residential Architectural Guidelines.
- **Additional Tree Trimming Update** – The last round of tree trimming was completed by Pedro’s Tree Service. He ended up cutting (98) trees but only charged the Association for the (86) trees he quoted.
- **Lake – Silt Update** – Sherry Watson contacted MUD 5 who responded that the debris and vegetation in the channel is not impeding conveyance of storm water. In addition, they stated this issue is in the wet portion of the pond and is therefore the Association’s responsibility. Ty Thomas will follow up with this information that was provided.
- **Safety Committee Formation** – This item has been tabled.
- **Sidewalk Repair Update** – Multiple sidewalk repairs have been scheduled for December 18 and December 19 pending weather conditions.

New Business

- **Repairs Around the Pool House** – Gordon Watson will provide the Board a list of repairs requested in order of priority based on the proposal he received.
- **Meeting Room Location** – Discussed exploring other venues for monthly board meetings for the purpose of finding a location closer to Village Creek homeowners.
- **Basketball Court Height Adjustment** – Discussed some pros and cons of lowering the height of one of the basketball goals.
- **Finance Committee Formation** – Gordon Watson presented the idea and benefits of having a Finance Committee.
- **RFQ for Pool Contract** - The RFQ has been put together and will be provided to the Board for review.
- **RFQ for Landscape Maintenance Contract** – The RFQ has been put together and is pending confirmation from the attorney for an appropriate time to procure bids.
- **RFQ for Management Contract** – This item has been tabled.
- **Approval Process Requirement for Small Purchases** – This item has been tabled.

Homeowner Forum

Homeowners in attendance are listed on the sign-in sheet. There were no questions or comments during this portion of the agenda.

Next Meeting Date

January 21, 2018

Adjournment of Open Session

With no further business to discuss, the Board adjourned into Executive Session at 8:02 p.m.

Executive Session

A homeowner was present to request a waiver. The Board considered his request and approved the waiver.

The Attorney Status Report was reviewed.

The Aging Report was presented. The Board approved sending (1) account to Legal.

The Homeowner Violation Report was presented. There was no action taken by the Board.

Adjournment of Executive Session

With no further business to discuss, the Board adjourned the meeting at 9:08 p.m.

APPROVED BY BOARD OF DIRECTORS

Kimberly Gonzalez

Village Creek Community Association, Inc.

Spectrum Association Management