Village Creek Community Association, Inc. Board Meeting Minutes

August 8, 2022

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 **August 8, 2022** via Virtual Meeting Dial In – 1-346-284-7799 Meeting ID 368 707 7398 Online Meeting Link: <u>https://us06web.zoom.us/j/3687077398</u>

IN ATTENDANCE

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

Ty Thomas – President Craig Goralski – Director – **Absent** Sara Marion – Director Robert Spiess – Secretary Eddy Kharrazi – Treasurer – **Absent**

Representing Crest Management, was:

Tristan Herbert, CMCA, AMS, Community Manager (Management)

Call to Order / Determination of Ouorum

The meeting was called to order at 6:30 p.m.

Approval of Minutes

The June 13, 2022, meeting minutes were unanimously approved.

Committee Reports

- ARC Steven Winter, ARC Chair reported about the number of applications that have been approved/ denied.
- **Events** Nothing to report.
- **Safety** Nothing to report.
- Media Nothing to report.

Vendor Report

- Pool Aquatic Management was not present for report.
- Landscape Jake with LEI Grounds Groomers did brief introduction and synopsis of their company and their future with Village Creek.

Business

- Ratification of Decisions Made Between Board Meetings Uline Replace broker table at pool \$1378.90 and Carreon Services assembly & installation \$150. total \$1528.90 Approved
- Items Discussed in Executive Session to Vote on No action needed.
- Financial Report As of July 31, 2022, there was \$551,653.28 in operating cash, \$438,302.92 in the reserve account, \$43,575.59 in accounts receivables, \$5000.00 in other assets, totaling \$1,038,537.79.
- Brivo Access Control Not operating, reported to Brivo. Currently, open ticket for repair.
- Best Plumbing Proposal for Water Fountain Board agreed to add water bottle filler to fountain.

- Election of Officers Motion was made and seconded to table to next meeting; Motion carried.
- Landscaping Proposals LEI Grounds Groomers were chosen as new Landscape Company.
- Resident Legal Discussion A Motion was made and seconded to move this discussion to Executive Session; Motion carried.

Open Items

- Security Cameras Motion was made and seconded to table to next meeting; Motion carried.
- Landscape Enhancements Was discussed in Business.
- Pool Card Reader Discussed in Business.
- Fining Policy Motion was made and seconded to table to future meeting.
- Sidewalk Leveling Board asked to report when complete.
- Landscape Bids Bids for tree work are needed.

Manager Report

Manager reported on the state of maintenance actions.

Homeowner Forum

There were 10 homeowners in attendance. There was discussion on dead landscape, parking and operating a business from residences.

Open Session Adjournment

Upon announcement of next meeting date on September 12, 2022, Open Session was adjourned at 7:47 pm.

Executive Session

Executive Session was called to order at 7:51 pm.

Homeowner Appeals – No Appeals. Legal Status Report – Board reviewed Legal Status Report. Deed Restriction Enforcement Actions – Board Reviewed Deed Enforcement Actions. *Resident Legal Discussion moved from Open Session – Board discussed the resident legal matter.

<u>Adjournment</u>

With no further business to discuss, the meeting was adjourned at 7:38 pm.

<u>t 14</u> [homas omas (Nov 17, 2022 15:28 CST)

Nov 17, 2022

Village Creek Community Association, Inc.

Date

Village Creek Community Association, Inc Balance Sheet

July 31, 2022

Assets:			
Cash			
 CIT BANK - Operating .05% CIT Operating MM .10%	\$ 209,965.35 341,687.93		
Total Cash		\$	551,653.28
Reserve Funds			
CIT Bank- Reserve ICS 0.15%	438,302.92		
Total Reserve Funds		_	438,302.92
Assessment Receivables			
2016 Assessments	690.00		
2017 Assessments	1,069.97		
2018 Assessments	1,380.00		
2019 Assessments	1,518.00		
2020 Assessments	3,368.97		
2021 Assessments	6,373.40		
2022 Assessments 2023 Maintenance Fees	11,934.69 (7,253.91		
Interest on Unpaid Assessment	6,299.99		
Collection Fees	4,834.36		
Legal Fees	15,415.47		
Reserve for Doubtful Accounts	(2,055.35		
Total Assessment Receivables		_	43,575.59
Other Assets			
Advance Payments	5,000.00		
Total Other Assets		_	5,000.00
Total Assets		\$	1,038,531.79

Village Creek Community Association, Inc Balance Sheet July 31, 2022

Liabilities:			
Accounts Payable Construction Deposits Deferred Assessments	\$ 5,237.04 2,000.00 236,238.75		
Total Liabilities		\$	243,475.79
Equity:			
Reserve Funds			
Reserve Fund Reserve Fund Interest	437,986.32 316.60		
Total Reserve Funds	 		438,302.92
Members Equity			
Members Equity	293,437.60		
Current Year Surplus (Deficit)	63,315.48		
Total Members Equity			356,753.08
Total Liabilities and Equity		\$	1,038,531.79
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Village Creek Community Association, Inc STATEMENT OF REVENUES & EXPENSES

For 7 Months Ended July 31, 2022

Interest on Unpaid Assessments 135 (135) 2,367 (2,367) (2,367) Interest Barned on Investments 39 (39) 663 (663) (5,610) (5,70) TOTAL REVENUE 47,422 47,248 (174) 339,394 330,734 (8,660) 566,973 227, EXPENSES:		JUL ACTUAL	JUL BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
Current Year Maintenance Fees 47,248 47,248 330,734 330,734 566,973 236, (2,367) Interest Earned on Investments 39 (39) 683 (683) (2,367) (2,37) (2,367) (2,367) (2,37) (3,36) (3,36) (3,36) (3,36) (2,640) (3,66) (3,66) (3,66) (2,6									
Current Year Maintenance Fees 47,248 47,248 330,734 330,734 330,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 236,734 (2,367) (2,37) (2,367) (2,37) (2,367) (2,37) (2,367) (2,37) (2,37) (2,37) (2,36) (2,37) (2,37)									
Interest on Uppaid Assessments 135 (135) 2,367 (2,367) (2,367) Interest Earned on Investments 39 (39) 663 (663) (663) Miscellaneous Income 47,422 47,248 (174) 339,394 330,734 (8,660) 566,973 227, EXPENSES:		47,248	47,248		330,734	330,734		566,973	236,239
Miscellaneous Income 5,610 (5,610) (5,610) (5, TOTAL REVENUE 47,422 47,248 (174) 339,394 330,734 (8,660) 566,973 227, EXPENSES:	Interest on Unpaid Assessments	135		(135)	2,367		(2,367)		(2,367)
TOTAL REVENUE 47,422 47,248 (174) 339,394 330,734 (8,660) 566,973 227, EXPENSES:	Interest Earned on Investments	39		(39)	683		(683)		(683)
EXPENSES: ADMINISTRATIVE Administrative Contract 2,200 2,200 15,400 15,400 26,400 11, Office Supplies 1 33 32 50 233 183 400 Copies 1,002 292 (710) 1,352 2,042 690 3,500 2, Postage 502 292 (210) 1,944 2,042 98 3,500 1, Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Meetings 308 83 (225) 358 583 225 1,000 Administrative Notices 249 249 1,743 1,743 2,988 2, TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, <t< td=""><td>Miscellaneous Income</td><td></td><td></td><td></td><td>5,610</td><td></td><td>(5,610)</td><td></td><td>(5,610)</td></t<>	Miscellaneous Income				5,610		(5,610)		(5,610)
ADMINISTRATIVE Administrative Contract 2,200 2,200 15,400 15,400 26,400 11, Office Supplies 1 33 32 50 233 183 400 Copies 1,002 292 (710) 1,352 2,042 690 3,500 2, Postage 502 292 (210) 1,944 2,042 98 3,500 1, Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Meetings 308 83 (225) 358 583 225 1,000 Administrative Notices 249 249 1,743 1,743 2,988 2, Deed Restriction Expenses 75 150 75 430 1,050 620 1,800 1, Record Storage 20 19 (1) 140 131 (9) 225 225 PROFESSIONAL SERVICES Legal - Corporate 4,444 3,518 (926) 2,487 24,	TOTAL REVENUE	47,422	47,248	(174)	339,394	330,734	(8,660)	566,973	227,579
ADMINISTRATIVE Administrative Contract 2,200 2,200 15,400 15,400 26,400 11, Office Supplies 1 33 32 50 233 183 400 Copies 1,002 292 (710) 1,352 2,042 690 3,500 2, Postage 502 292 (210) 1,944 2,042 98 3,500 1, Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Meetings 308 83 (225) 358 583 225 1,000 Administrative Notices 249 249 1,743 1,743 2,988 2, Peed Restriction Expenses 75 150 75 430 1,050 620 1,800 1, Record Storage 20 19 (1) 140 131 (9) 225 21, 21, Legal - Corporate 417 417 4,208 2,917 (1,291) 5,000 16, <t< td=""><td>EXPENSES:</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	EXPENSES:								
Administrative Contract 2,200 2,200 15,400 15,400 26,400 11, 0 Office Supplies 1 33 32 50 233 183 400 Copies 1,002 292 (710) 1,352 2,042 690 3,500 2, Postage 502 292 (210) 1,944 2,042 98 3,500 1, Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Administrative Notices 249 249 1,743 1,743 2,988 2, Peed Restriction Expenses 75 150 75 430 1,050 620 1,800 1, Record Storage 20 19 (1) 140 131 (9) 225 225 TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, Legal - Corporate 417 417 4,208 2,917 (1,291) 5,000 16,91 16,91 4,813 11,667									
Office Supplies 1 33 32 50 233 183 400 Copies 1,002 292 (710) 1,352 2,042 690 3,500 2, Postage 502 292 (210) 1,944 2,042 98 3,500 1, Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Meetings 308 83 (225) 358 583 225 1,000 Administrative Notices 249 249 1,743 1,743 2,988 2, Deed Restriction Expenses 75 150 75 430 1,050 620 1,800 1, Record Storage 20 19 (1) 140 131 (9) 225 20 20 19 (1) 140 131 (9) 225 TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, Legal - Collections 2,359 1,667 (692) 4,813<									
Office Supplies 1 33 32 50 233 183 400 Copies 1,002 292 (710) 1,352 2,042 690 3,500 2, Postage 502 292 (210) 1,944 2,042 98 3,500 1, Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Meetings 308 83 (225) 358 553 225 1,000 Administrative Notices 249 249 1,743 1,743 2,988 2, Deed Restriction Expenses 75 150 75 430 1,050 620 1,800 1, Record Storage 20 19 (1) 140 131 (9) 225 20 TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, Legal - Corporate 417 417 4,208 2,917 (1,291) 5,000 1, Legal - Collections 2,359<	Administrative Contract	2,200	2,200		15,400	15,400		26,400	11,000
Copies 1,002 292 (710) 1,352 2,042 690 3,500 2, Postage 502 292 (210) 1,944 2,042 98 3,500 1, Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Meetings 336 200 (136) 813 1,400 587 2,400 1, Administrative Notices 249 249 1,743 1,743 2,988 2, Deed Restriction Expenses 75 150 75 430 1,050 620 1,800 1, Record Storage 20 19 (1) 140 131 (9) 225 20 TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, PROFESSIONAL SERVICES				32	•	-	183	,	350
Community Mailouts 336 200 (136) 813 1,400 587 2,400 1, Meetings Meetings 308 83 (225) 358 583 225 1,000 Administrative Notices 249 249 249 1,743 1,743 2,988 2, 988 2,		1,002	292	(710)	1,352	2,042	690	3,500	2,148
Meetings 308 83 (225) 358 583 225 1,000 Administrative Notices 249 249 249 1,743 1,743 2,988 <t< td=""><td>Postage</td><td>502</td><td>292</td><td>(210)</td><td>1,944</td><td>2,042</td><td>98</td><td>3,500</td><td>1,556</td></t<>	Postage	502	292	(210)	1,944	2,042	98	3,500	1,556
Administrative Notices 249 249 1,743 1,743 2,988 2, 9,988 2, 9,917 4,137 42,213 21, 9,000 21, 9,000 </td <td>Community Mailouts</td> <td>336</td> <td>200</td> <td>(136)</td> <td>813</td> <td>1,400</td> <td>587</td> <td>2,400</td> <td>1,587</td>	Community Mailouts	336	200	(136)	813	1,400	587	2,400	1,587
Deed Restriction Expenses 75 150 75 430 1,050 620 1,800 1, Record Storage TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, PROFESSIONAL SERVICES	Meetings	308	83	(225)	358	583	225	1,000	642
Record Storage 20 19 (1) 140 131 (9) 225 TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, PROFESSIONAL SERVICES	Administrative Notices		249	249		1,743	1,743	2,988	2,988
TOTAL ADMINISTRATIVE 4,444 3,518 (926) 20,487 24,624 4,137 42,213 21, PROFESSIONAL SERVICES	Deed Restriction Expenses	75	150	75	430	1,050	620	1,800	1,370
PROFESSIONAL SERVICES Legal - Corporate 417 417 4,208 2,917 (1,291) 5,000 Legal - Collections 2,359 1,667 (692) 4,813 11,667 6,854 20,000 15, Legal Coll - Billed to Owners (3,459) 3,459 (4,813) 4,813 4, Legal - Deed Restrictions 83 83 583 583 1,000 1, Audit and Tax 1,800 (1,800) (1, </td <td>Record Storage</td> <td>20</td> <td>19</td> <td>(1)</td> <td>140</td> <td>131</td> <td>(9)</td> <td>225</td> <td>85</td>	Record Storage	20	19	(1)	140	131	(9)	225	85
Legal - Corporate 417 417 4,208 2,917 (1,291) 5,000 Legal - Collections 2,359 1,667 (692) 4,813 11,667 6,854 20,000 15, Legal Coll - Billed to Owners (3,459) 3,459 (4,813) 4,813 4, Legal - Deed Restrictions 83 83 583 583 1,000 1, Audit and Tax 1,800 1,800 (1,800) (1, (1, (1,	TOTAL ADMINISTRATIVE	4,444	3,518	(926)	20,487	24,624	4,137	42,213	21,726
Legal - Corporate 417 417 4,208 2,917 (1,291) 5,000 Legal - Collections 2,359 1,667 (692) 4,813 11,667 6,854 20,000 15, Legal Coll - Billed to Owners (3,459) 3,459 (4,813) 4,813 4,813 4,813 Legal - Deed Restrictions 83 83 583 583 1,000 1, Audit and Tax 1,800 1,800 (1,800) (1, (1, (1,									
Legal - Collections 2,359 1,667 (692) 4,813 11,667 6,854 20,000 15, Legal Coll - Billed to Owners (3,459) 3,459 (4,813) 4,813 4, Legal - Deed Restrictions 83 83 583 583 1,000 1, Audit and Tax 1,800 (1,800) (1, (1, (1, (1,									
Legal Coll - Billed to Owners (3,459) 3,459 (4,813) 4,813 4, Legal - Deed Restrictions 83 83 583 583 1,000 1, Audit and Tax 1,800 (1,800) (1,									792
Legal - Deed Restrictions 83 83 583 583 1,000 1, Audit and Tax 1,800 (1,800) (1,			1,667			11,667		20,000	15,187
Audit and Tax 1,800 (1,800) (1,	2	(3,459)			(4,813)		-		4,813
	2		83	83	1 000	583		1,000	1,000
Uther Professional Fees 83 83 583 1,000 1,			~~	<u></u>	1,800	500		1 000	(1,800)
	Uther Professional Fees		83	83		583	583	1,000	1,000
TOTAL PROFESSIONAL SERVICES (1,100) 2,250 3,350 6,008 15,750 9,742 27,000 20,	TOTAL PROFESSIONAL SERVICES	(1,100)	2,250	3,350	6,008	15,750	9,742	27,000	20,992

Village Creek Community Association, Inc STATEMENT OF REVENUES & EXPENSES

For 7 Months Ended July 31, 2022

	JUL ACTUAL	JUL BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
LANDSCAPE MAINTENANCE								
Landscape Contract		13,333	13,333	61,750	93,333	31,583	160,000	98,250
Landscape Enhancements		1,667	1,667	01,700	11,667	11,667	20,000	20,000
Irrigation Repairs		1,000	1,000	10,403	7,000	(3,403)	12,000	1,597
Tree Removal		833	833	10,403	5,833	5,833	10,000	10,000
Force Mows		17	17		117	117	200	200
TOTAL LANDSCAPE MAINTENANCE		16,850	16,850	72,153	117,950	45,797	202,200	130,047
REPAIRS & MAINTENANCE			. <u></u>					
General Repairs & Maintenance		2,375	2,375	543	16,625	16,082	28,500	27,957
Lake Maintenance	1,030	742	(288)	8,914	5,192	(3,722)	8,900	(14)
Playground Repairs & Maint		625	625	39,778	4,375	(35,403)	7,500	(32,278)
Recreation Supplies & Maint		125	125	567	875	308	1,500	933
Locks & Keys		13	13	13	88	75	150	137
Mosquito Fogging	468	267	(201)	1,748	1,867	119	3,200	1,452
Signs		67	67		467	467	800	800
TOTAL REPAIRS & MAINTENANCE	1,498	4,214	2,716	51,563	29,489	(22,074)	50,550	(1,013)
POOL & SPLASH PAD								
Pool Contract		3,500	3,500	37,516	24,500	(13,016)	42,000	4,484
Pool Maintenance & Repairs	8,447	667	(7,780)	10,477	4,667	(5,810)	8,000	(2,477)
Pool Equipment & Supplies	132	333	201	7,083	2,333	(4,750)	4,000	(3,083)
Pool Furniture		292	292	1,529	2,042	513	3,500	1,971
Pool Tags		58	58	500	408	(92)	700	200
Splash Pad Maintenance		417	417	750	2,917	2,167	5,000	4,250
TOTAL POOL & SPLASH PAD	8,579	5,267	(3,312)	57,855	36,867	(20,988)	63,200	5,345

Village Creek Community Association, Inc STATEMENT OF REVENUES & EXPENSES

For 7 Months Ended July 31, 2022

	JUL ACTUAL	JUL BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
UTILITIES & SERVICES								
 Street Lights	3,432	3,333	(99)	23,911	23,333	(578)	40,000	16,089
Electricity - Meters	670	750	80	3,192	5,250	2,058	9,000	5,808
Water and Sewer	14,206	3,333	(10,873)	21,103	23,333	2,230	40,000	18,897
Telephone/Internet	630	375	(255)	4,180	2,625	(1,555)	4,500	320
TOTAL UTILITIES & SERVICES	18,938	7,791	(11,147)	52,386	54,541	2,155	93,500	41,114
OTHER								
Property Taxes		17	17		117	117	200	200
Insurance	1,789	1,804	15	12,526	12,630	104	21,652	9,126
Bank Fees		2	2	(50)	12	62	20	70
Community Events	294	900	606	2,789	6,300	3,511	10,800	8,011
Website and Newsletter		42	42	44	292	248	500	456
Technology		833	833		5,833	5,833	10,000	10,000
Bad Debts		633	633		4,433	4,433	7,600	7,600
Holiday Decorating		167	167		1,167	1,167	2,000	2,000
Miscellaneous				320		(320)		(320)
Capital Reserve Contributions		2,962	2,962		20,731	20,731	35,538	35,538
TOTAL OTHER	2,083	7,360	5,277	15,629	51,515	35,886	88,310	72,681
TOTAL EXPENSES	34,442	47,250	12,808	276,081	330,736	54,655	566,973	290,892
SURPLUS (DEFICIT)	12,980	(2)	(12,982)	63,313	(2)	(63,315)		(63,313)