

Village Creek Community Association, Inc.
Board Meeting Minutes
October 10, 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 October 10, 2022 via Virtual Meeting – ID: 368 707 7398; Online Meeting Link: <https://us06web.zoom.us/j/3687077398> ; Dial In – 1-346-284-7799.

IN ATTENDANCE

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

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

Representing Crest Management, was:

CJ, Community Manager and Beverly, Assistant Community Manager for Crest Management

OPEN SESSION

Call to Order / Determination of Quorum

The meeting was called to order at 6:31 p.m.

Approval of Minutes

The September 12, 2022; 20220912 Meeting Minutes were presented to the Board. A Motion was made and seconded to approve as submitted; Motion carried.

Committee Reports

ARC Committee - Steve Winter reported there were two (2) exterior modification requests approved.

No Event Committee present to report.

No Media Committee report.

Safety – A MUD 5 Crime Report was included in the Board Packet.

Vendor Reports

Pool – Peter with Aquatic Management of Houston was present and reported on the pool splashpad button, no progress on selling the old lifeguard stand, access now that Brivo is operating, fence was painted, will begin working on the seal needed at the curve of the pool towards the mushroom, and painting of the mushroom will begin and will need to drain the pool lower to paint and clean the tile while the water is lower.

Landscape – Jake Lightfoot reported the Smart Irrigation Controller Installation is complete. Will be producing proposals for dead shrubs, and bed areas that need work still from the freeze. Irrigation report was recently completed and sent and awaiting approval. Water will be necessary for new plants as well, the time of year is good for some and bad for other plants, some may have to wait for spring. The knockout roses are experiencing Rose Rosetta, a parasite that slowly kills the plant. Treatment after the fact does not work, they should be replaced after treating the soil. Possibly replace with hawthorns.

Crew is picking up trash and refilling doggie bags upon every visit, which will slow in the winter months.

Business

Election of Officers – A Motion was made and seconded to nominate and approve Ty Thomas as President; Motion carried. A Motion was made and seconded to nominate and approve Eddy Kharrazi as Vice President; Motion carried. A Motion was made and seconded to nominate and approve Sara Marion as Treasurer; Motion carried. A Motion was made and seconded to nominate and approve Robert Spiess as Secretary, Motion carried. Craig Goralski – Director.

Ratifications of Decisions Made Between Meeting – No action needed.

Financial Report – The September 30, 2022, financial report was provided in the Board packet and presented during the meeting. As of September 30, 2022, total cash \$414,392.16, total reserve funds \$438,559.35, total assessment receivables \$21,083.13, and other assets \$23,569.16., and ending in total assets of \$897,603.80.

Summary of Items Discussed in Executive – from September 12, 2022, Executive Session: Five (5) accounts reviewed for enforcement. A Motion was made and seconded to escalate to the attorney for collection enforcement, 2910903010, 2911101029, 2910901001, 2911301018, and 2910604013; Motion carried. One (1) account was reviewed for deed restriction enforcement. A Motion was made and seconded to escalate to the attorney for enforcement upon final demand expiration for account 2910604001; Motion carried.

Open Items

Security Cameras & Cameras Policy Discussion and Vote – After brief discussion, a Motion was made and seconded to adopt the Closed-Circuit Camera Policy; Motion carried.

Fining Policy Discussion and Vote – After discussion on the Fine Policy written by the Associations legal counsel, the Board directed management to post to the community website to allow owners the opportunity to review and ask questions on the proposed Fine Policy for failure to comply with Association Deed Restrictions. Board vote will be moved to the December 12, 2022, Board Meeting.

Sidewalk Leveling – Confirmation was received from Leveled, the work around the pool house area was completed.

Addendum to Crest Management Administrative Contract – Lake Inspection Vote – The Board has previously voted to approve the addendum but has asked to Crest to consider an hourly rate opposed to a flat rate for the cost.

Manager Report

Reported on the pool emergency phone options and asked for Motion to approve the Viking Emergency phone with EWP at a cost of \$437.72. After discussion, a Motion was made and seconded to approve one Viking Emergency Dialer with EWP for the pool area and remove the additional phone on the exterior and repair the wall; Motion carried.

Reported on the community walk thru with landscaper and updated on the proposals being sought for the repairs needed to the men's and women's restrooms from the freeze, cobweb cleaning, sealing the area where the exterior shower is located, and the entry gazebo lighting.

Reported – Kingdom Security sent a technician to locate the issues with the Brivo system and found it was implementation issues with the system and is now operating correctly. Board asked to ensure the seasonal modes are set correctly.

Homeowner Forum

Five property owners were in attendance. Items discussed, landscaping issues.

Next Meeting Date

The next meeting date will be on November 14, 2022.

Adjournment of Open Session

With no further business to discuss, the open meeting was adjourned at 8:04 pm.

EXECUTIVE SESSION

Called Executive Session to Order at 8:07 pm.

Homeowner Appeals

No Homeowner Appeals for review.

Review of Legal Status Report

Board reviewed the 20220930 Legal Status Report

Review of Enforcement Action Report

Board reviewed and discussed the 20220930 Delinquency Actions and 20220902 Deed Enforcement Actions Reports.

Executive Session Adjournment

Board requested to add Adjournment to Open Session on next month’s meeting agenda. With no further executive business to discuss, the meeting was adjourned at 8:54 pm.

E Ty Thomas

E Ty Thomas (Nov 17, 2022 15:29 CST)

Village Creek Community Association, Inc.

Nov 17, 2022

Date

Village Creek Community Association, Inc
 Balance Sheet
 September 30, 2022

Assets:

Cash

CIT BANK - Operating .05%	\$	72,647.12	
CIT Operating MM .10%		341,745.04	
Total Cash	\$		414,392.16

Reserve Funds

CIT Bank- Reserve ICS 0.35%		438,559.35	
Total Reserve Funds			438,559.35

Assessment Receivables

2020 Assessments		1,611.97	
2021 Assessments		5,316.40	
2022 Assessments		11,002.66	
2023 Maintenance Fees		(7,906.33)	
Interest on Unpaid Assessment		3,347.53	
Collection Fees		2,819.36	
Legal Fees		4,891.54	
Total Assessment Receivables			21,083.13

Other Assets

Prepaid Insurance		18,569.16	
Advance Payments		5,000.00	
Total Other Assets			23,569.16

Total Assets	\$		897,603.80
			897,603.80

Village Creek Community Association, Inc
 Balance Sheet
 September 30, 2022

Liabilities:

Accounts Payable	\$	352.63	
Construction Deposits		2,000.00	
Deferred Assessments		141,743.25	
Total Liabilities	\$		144,095.88

Equity:

Reserve Funds			

Reserve Fund		437,986.32	
Reserve Fund Interest		573.03	
Total Reserve Funds			438,559.35

Members Equity

Members Equity		293,437.60	
Current Year Surplus (Deficit)		21,510.97	
Total Members Equity			314,948.57
Total Liabilities and Equity	\$		897,603.80

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Village Creek Community Association, Inc
STATEMENT OF REVENUES & EXPENSES
For 9 Months Ended September 30, 2022

	SEPT ACTUAL -----	SEPT BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
REVENUE: -----								
Current Year Maintenance Fees	47,248	47,248		425,230	425,230		566,973	141,743
Interest on Unpaid Assessments	136		(136)	2,047		(2,047)		(2,047)
Interest Earned on Investments	33		(33)	753		(753)		(753)
Miscellaneous Income	215		(215)	5,825		(5,825)		(5,825)
TOTAL REVENUE	<u>47,632</u>	<u>47,248</u>	<u>(384)</u>	<u>433,855</u>	<u>425,230</u>	<u>(8,625)</u>	<u>566,973</u>	<u>133,118</u>
EXPENSES: -----								
ADMINISTRATIVE -----								
Administrative Contract	2,200	2,200		19,800	19,800		26,400	6,600
Office Supplies		33	33	51	300	249	400	349
Copies	21	292	271	1,392	2,625	1,233	3,500	2,108
Postage	105	292	187	2,133	2,625	492	3,500	1,367
Community Mailouts		200	200	813	1,800	987	2,400	1,587
Meetings	150	83	(67)	508	750	242	1,000	492
Administrative Notices		249	249		2,241	2,241	2,988	2,988
Deed Restriction Expenses	40	150	110	540	1,350	810	1,800	1,260
Record Storage	20	19	(1)	180	169	(11)	225	45
TOTAL ADMINISTRATIVE	<u>2,536</u>	<u>3,518</u>	<u>982</u>	<u>25,417</u>	<u>31,660</u>	<u>6,243</u>	<u>42,213</u>	<u>16,796</u>
PROFESSIONAL SERVICES -----								
Legal - Corporate	694	417	(277)	4,902	3,750	(1,152)	5,000	98
Legal - Collections	42	1,667	1,625	4,855	15,000	10,145	20,000	15,145
Legal Coll - Billed to Owners	(42)		42	(4,855)		4,855		4,855
Legal - Deed Restrictions		83	83		750	750	1,000	1,000
Audit and Tax				2,880		(2,880)		(2,880)
Other Professional Fees		83	83		750	750	1,000	1,000
TOTAL PROFESSIONAL SERVICES	<u>694</u>	<u>2,250</u>	<u>1,556</u>	<u>7,782</u>	<u>20,250</u>	<u>12,468</u>	<u>27,000</u>	<u>19,218</u>

Village Creek Community Association, Inc
STATEMENT OF REVENUES & EXPENSES
For 9 Months Ended September 30, 2022

	SEPT ACTUAL -----	SEPT BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
LANDSCAPE MAINTENANCE -----								
Landscape Contract	11,937	13,333	1,396	110,739	120,000	9,261	160,000	49,261
Landscape Enhancements		1,667	1,667		15,000	15,000	20,000	20,000
Irrigation Repairs		1,000	1,000	10,403	9,000	(1,403)	12,000	1,597
Tree Removal	1,750	833	(917)	1,750	7,500	5,750	10,000	8,250
Landscape Other	2,648		(2,648)	2,648		(2,648)		(2,648)
Force Mows		17	17		150	150	200	200
TOTAL LANDSCAPE MAINTENANCE	16,335	16,850	515	125,540	151,650	26,110	202,200	76,660
REPAIRS & MAINTENANCE -----								
General Repairs & Maintenance		2,375	2,375	7,216	21,375	14,159	28,500	21,284
Lake Maintenance	852	742	(110)	10,567	6,675	(3,892)	8,900	(1,667)
Playground Repairs & Maint		625	625	39,778	5,625	(34,153)	7,500	(32,278)
Recreation Supplies & Maint		125	125	567	1,125	558	1,500	933
Locks & Keys		13	13	13	113	100	150	137
Mosquito Fogging	530	267	(263)	2,863	2,400	(463)	3,200	337
Signs		67	67		600	600	800	800
TOTAL REPAIRS & MAINTENANCE	1,382	4,214	2,832	61,004	37,913	(23,091)	50,550	(10,454)
POOL & SPLASH PAD -----								
Pool Contract	3,470	3,500	30	37,105	31,500	(5,605)	42,000	4,895
Pool Maintenance & Repairs	1,636	667	(969)	13,608	6,000	(7,608)	8,000	(5,608)
Pool Equipment & Supplies		333	333	7,267	3,000	(4,267)	4,000	(3,267)
Pool Plumbing Repairs				124		(124)		(124)
Pool Furniture		292	292	1,529	2,625	1,096	3,500	1,971
Pool Tags		58	58	500	525	25	700	200
Splash Pad Maintenance		417	417	750	3,750	3,000	5,000	4,250
TOTAL POOL & SPLASH PAD	5,106	5,267	161	60,883	47,400	(13,483)	63,200	2,317

