

Village Creek Community Association, Inc.
Board Meeting Minutes
November 14, 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 November 14, 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
Sara Marion – Director
Robert Spiess – Secretary
Eddy Kharrazi – Treasurer

Absent members:

Craig Goralski – Director

Representing Crest Management, was:

CJ, Community Manager for Crest Management

OPEN SESSION

Call to Order / Determination of Quorum

The meeting was called to order at 6:30 p.m. and Board approved moving Vendor Reports ahead of Committee Reports.

Approval of Minutes

The August 8, 2022, and October 10, 2022; 20220808 Meeting Minutes were presented to the Board. A Motion was made and seconded to approve as submitted; Motion carried. The 20221010 Meeting Minutes were presented to the Board. A Motion was made and seconded to approve as submitted; Motion carried.

Vendor Reports

Pool – Peter with Aquatic Management of Houston was present and reported on the pool splashpad control button and activator button could run around \$5000 - \$6000 and either adding two buckets the cost is around \$10,500 or two cannons the cost is around \$20,000.

Scheduling with Texas Refinishing Solutions to get the painting of the mushroom done before season opens in 2023 as well will be sealing the coping while the water is lowered for the painting work. Winterizing the splashpad and asked if there should be some type of surge protection for the control pad and activator button. MUD told him there was a leak somewhere.

Landscape – Jake with LEI was present and reported that we are now in off-season, which means fewer monthly visits until March. Will be around to empty trash cans and replenish dog waste bags. In the last moth pruning of hedges began and will take until early December. Irrigation repairs will begin after

Thanksgiving. The approved trimming of pine trees is currently in progress. Lake progress, Jake suggested a growth regulator and fertilizer to assist the grass to root outward instead of upward, in spring they can do an aeration and fertilize again, the ground is hard in the area. Need to have a regular fertilizing program. Sprayed some weed killer on areas that may look patchy until the grass grows in. Sprinkler issues were brought to his attention in Eden Grove at Clover View.

Committee Reports

ARC Committee - Steve Winter reported there were seven (7) exterior modification requests, four (4) approved, two (2) pending and one (1) denial.

No Event Committee present to report.

No Media Committee report. – Can remove from agenda.

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

Business

Ratifications of Decisions Made Between Meeting – A Motion was made and seconded to ratify the decisions made between meetings; Motion carried.

- LEI Grounds Groomers WO 11078 Tree Trimming \$849.95 - Approved

Financial Report – The October 31, 2022, financial report was provided in the Board packet and presented during the meeting. As of October 31, 2022, total cash \$374,218.12, total reserve funds \$438,689.72, total assessment receivables \$20,736.79, and other assets \$21,712.24, and ending in total assets of \$855,356.87.

Open Items

Addendum to Crest Management Administrative Contract – Lake Inspection Vote – A Motion was made and seconded to table to future meeting; Motion carried.

Manager Report

Managers' report included a brief overview of the HC Precinct 5 Constables report, was a list of patrol constable stats of their hours, did not include any community stats.

Discussion for Board Decision Assistant, online training for an hour – if the Board would like to learn how to utilize the programs potential.

Electricity contract will be coming up in April, Kilowatt will send over rates until a contract is signed. Will send over a sales tax exemption form for the future contract.

Homeowner Forum

Four property owners were in attendance. Items discussed, running a business from a residence, having church services from a residence and landscaping issues.

Next Meeting Date

The next meeting date will be on December 12, 2022.

Adjournment of Open Session

With no further business to discuss, the open meeting was adjourned at 8:32 pm.

EXECUTIVE SESSION

Called Executive Session to Order at 8:34 pm.

Homeowner Appeals

No Homeowner Appeals for review.

Review of Legal Status Report

Board reviewed the 20221031 Legal Status Report.

Review of Enforcement Action Report

Board reviewed and discussed the 20221031 Delinquency Actions and 20221007 Deed Enforcement Actions Reports.

Executive Session Adjournment

Board adjournment to Open Session to summarize and take actions on what was discussed during this Executive Session. With no further executive business to discuss, the meeting was adjourned at 8:54 pm.

Call Open Session Back to Order: at 8:54 pm

Board Vote of Collection and Deed Enforcements and Homeowner Appeals

Summary of Items Discussed in Executive – from October 12, 2022, Executive Session: Two (2) accounts reviewed for collection enforcement. A Motion was made and seconded to escalate to the attorney for collection enforcement, 2910801037, 2910401007; Motion carried. One (1) account was reviewed for deed restriction enforcement. A Motion was made and seconded to escalate to the attorney for deed enforcement upon final demand expiration for account 2910802013; Motion carried.

Additional Business Items

Send eblast to owners for the prospective Fine Policy Review with link to the policy on the website.

Budget Workshop set up with the Board of Directors.

Meeting Adjournment

With no further business to discuss a Motion was made and seconded to adjourn the meeting; Motion carried at 9:09 pm.

Eddy Kharrazi

Eddy Kharrazi (Feb 16, 2023 15:14 CST)

Village Creek Community Association, Inc.

Feb 16, 2023

Date

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

Assets:

Cash

CIT BANK - Operating .05%	\$	32,444.05	
CIT Operating MM .10%		341,774.07	
Total Cash	\$		374,218.12

Reserve Funds

CIT Bank- Reserve ICS 0.35%		438,689.72	
Total Reserve Funds			438,689.72

Assessment Receivables

2020 Assessments		1,611.97	
2021 Assessments		5,049.40	
2022 Assessments		11,002.66	
2023 Maintenance Fees		(8,297.67)	
Interest on Unpaid Assessment		3,347.53	
Collection Fees		3,069.36	
Legal Fees		4,953.54	
Total Assessment Receivables			20,736.79

Other Assets

Prepaid Insurance		16,712.24	
Advance Payments		5,000.00	
Total Other Assets			21,712.24

Total Assets	\$	855,356.87	

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

Liabilities:

Accounts Payable	\$	8,852.05	
Construction Deposits		2,000.00	
Deferred Assessments		94,495.50	
Total Liabilities	\$		105,347.55

Equity:

Reserve Funds			

Reserve Fund		437,986.32	
Reserve Fund Interest		703.40	
Total Reserve Funds			438,689.72

Members Equity

Members Equity		293,437.60	
Current Year Surplus (Deficit)		17,882.00	
Total Members Equity			311,319.60
Total Liabilities and Equity	\$		855,356.87

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Village Creek Community Association, Inc
STATEMENT OF REVENUES & EXPENSES
For 10 Months Ended October 31, 2022

	OCT ACTUAL	OCT BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
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REVENUE:								

Current Year Maintenance Fees	47,248	47,248		472,478	472,478		566,973	94,495
Interest on Unpaid Assessments				2,047		(2,047)		(2,047)
Interest Earned on Investments	32		(32)	785		(785)		(785)
Miscellaneous Income				5,825		(5,825)		(5,825)
	<u>47,280</u>	<u>47,248</u>	<u>(32)</u>	<u>481,135</u>	<u>472,478</u>	<u>(8,657)</u>	<u>566,973</u>	<u>85,838</u>
EXPENSES:								

ADMINISTRATIVE								

Administrative Contract	2,200	2,200		22,000	22,000		26,400	4,400
Office Supplies		33	33	51	333	282	400	349
Copies	21	292	271	1,413	2,917	1,504	3,500	2,087
Postage	34	292	258	2,167	2,917	750	3,500	1,333
Community Mailouts		200	200	813	2,000	1,187	2,400	1,587
Meetings		83	83	508	833	325	1,000	492
Administrative Notices		249	249		2,490	2,490	2,988	2,988
Deed Restriction Expenses	40	150	110	580	1,500	920	1,800	1,220
Record Storage	20	19	(1)	200	188	(12)	225	25
	<u>2,315</u>	<u>3,518</u>	<u>1,203</u>	<u>27,732</u>	<u>35,178</u>	<u>7,446</u>	<u>42,213</u>	<u>14,481</u>
PROFESSIONAL SERVICES								

Legal - Corporate	1,241	417	(824)	6,143	4,167	(1,976)	5,000	(1,143)
Legal - Collections	292	1,667	1,375	5,147	16,667	11,520	20,000	14,853
Legal Coll - Billed to Owners	(292)		292	(5,147)		5,147		5,147
Legal - Deed Restrictions		83	83		833	833	1,000	1,000
Audit and Tax				2,880		(2,880)		(2,880)
Other Professional Fees		83	83		833	833	1,000	1,000
	<u>1,241</u>	<u>2,250</u>	<u>1,009</u>	<u>9,023</u>	<u>22,500</u>	<u>13,477</u>	<u>27,000</u>	<u>17,977</u>

Village Creek Community Association, Inc
STATEMENT OF REVENUES & EXPENSES
For 10 Months Ended October 31, 2022

	OCT ACTUAL	OCT BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
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LANDSCAPE MAINTENANCE								

Landscape Contract	24,495	13,333	(11,162)	135,234	133,333	(1,901)	160,000	24,766
Landscape Enhancements	10,969	1,667	(9,302)	10,969	16,667	5,698	20,000	9,031
Irrigation Repairs		1,000	1,000	10,403	10,000	(403)	12,000	1,597
Tree Removal		833	833	1,750	8,333	6,583	10,000	8,250
Landscape Other	(2,648)		2,648					
Force Mows		17	17		167	167	200	200
TOTAL LANDSCAPE MAINTENANCE	32,816	16,850	(15,966)	158,356	168,500	10,144	202,200	43,844
REPAIRS & MAINTENANCE								

General Repairs & Maintenance	179	2,375	2,196	7,394	23,750	16,356	28,500	21,106
Lake Maintenance	852	742	(110)	11,418	7,417	(4,001)	8,900	(2,518)
Playground Repairs & Maint		625	625	39,778	6,250	(33,528)	7,500	(32,278)
Recreation Supplies & Maint		125	125	567	1,250	683	1,500	933
Locks & Keys		13	13	13	125	112	150	137
Mosquito Fogging	848	267	(581)	3,711	2,667	(1,044)	3,200	(511)
Signs		67	67		667	667	800	800
TOTAL REPAIRS & MAINTENANCE	1,879	4,214	2,335	62,881	42,126	(20,755)	50,550	(12,331)
POOL & SPLASH PAD								

Pool Contract	(11,957)	3,500	15,457	25,148	35,000	9,852	42,000	16,852
Pool Maintenance & Repairs	2,990	667	(2,323)	16,598	6,667	(9,931)	8,000	(8,598)
Pool Equipment & Supplies	5,299	333	(4,966)	12,566	3,333	(9,233)	4,000	(8,566)
Pool Plumbing Repairs				124		(124)		(124)
Pool Furniture		292	292	1,529	2,917	1,388	3,500	1,971
Pool Tags		58	58	500	583	83	700	200
Splash Pad Maintenance		417	417	750	4,167	3,417	5,000	4,250
TOTAL POOL & SPLASH PAD	(3,668)	5,267	8,935	57,215	52,667	(4,548)	63,200	5,985

Village Creek Community Association, Inc
STATEMENT OF REVENUES & EXPENSES
For 10 Months Ended October 31, 2022

	OCT ACTUAL	OCT BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
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UTILITIES & SERVICES								

Street Lights	2,810	3,333	523	32,781	33,333	552	40,000	7,219
Electricity - Meters	650	750	100	5,274	7,500	2,226	9,000	3,726
Water and Sewer	7,976	3,333	(4,643)	73,708	33,333	(40,375)	40,000	(33,708)
Telephone/Internet	201	375	174	5,656	3,750	(1,906)	4,500	(1,156)
TOTAL UTILITIES & SERVICES	11,637	7,791	(3,846)	117,419	77,916	(39,503)	93,500	(23,919)

OTHER								

Property Taxes		17	17		167	167	200	200
Insurance	1,857	1,804	(53)	18,097	18,043	(54)	21,652	3,555
Bank Fees		2	2	(50)	17	67	20	70
Community Events	2,817	900	(1,917)	6,156	9,000	2,844	10,800	4,644
Website and Newsletter	15	42	27	59	417	358	500	441
Technology		833	833		8,333	8,333	10,000	10,000
Bad Debts		633	633	5,973	6,333	360	7,600	1,627
Holiday Decorating		167	167	75	1,667	1,592	2,000	1,925
Miscellaneous				320		(320)		(320)
Capital Reserve Contributions		2,962	2,962		29,615	29,615	35,538	35,538
TOTAL OTHER	4,689	7,360	2,671	30,630	73,592	42,962	88,310	57,680

TOTAL EXPENSES	50,909	47,250	(3,659)	463,256	472,479	9,223	566,973	103,717

SURPLUS (DEFICIT)	(3,629)	(2)	3,627	17,879	(1)	(17,880)		(17,879)
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