

**Village Creek Community Association, Inc.**  
**Board Meeting Minutes**  
**February 13, 2023**

**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 February 13, 2023 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  
Robert Spiess – Secretary  
Eddy Kharrazi – Vice President  
Craig Goralski – Director

**Absent members:**

Sara Marion – Treasurer

**Representing Crest Management, was:**

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

**OPEN SESSION**

**Call to Order / Determination of Quorum**

The meeting was called to order at 6:32 p.m. and a Motion was made and seconded to adopt the agenda; Motion carried.

**Approval of Minutes**

A Motion was made and seconded to approve 20230109 Meeting; Motion carried.

**Vendor Reports**

Landscape – Jake with LEI reported on landscape updates.  
Pool – Peter with Aquatic Management of Houston was not available.

**Committee Reports**

ARC Committee - Steve Winter reported on exterior modification requests, three total requests. EMR Report included in the Board Packet for Board review.

No Event Committee present to report. Chairs stepped down, however there are a couple of interested owners that will step in and share tasks to assist in keeping events happening for the community. If any is interested, please notify through the website, or contact CJ.

**Business**

Announcement of Decisions Made Between Meeting –

- LEI Grounds Groomers Irrigation Backflow Inspections Est 11499 \$1828 – Approved
- LEI Grounds Groomers Irrigation Backflow Inspections Est 11511 \$1280 – Approved

- Aquatic Mgmt. Pool House Replumb Estimate \$7,196.40 – Approved
- MiLocks DF -02AQ Electronic Keyless Entry - \$45 – Approved
- LEI Grounds Groomers Irrigation Backflow Repair & Reinspect Est 36349 \$647 – Approved
- LEI Grounds Groomers Irrigation Backflow Repair & Reinspect Est 36350 \$1412 - Approved
- LEI Grounds Groomers Irrigation Backflow Repair & Reinspect Est 36352 \$647 – Approved
- LEI Grounds Groomers Irrigation Backflow Repair & Reinspect Est 36353 \$868 - Approved

**Financial Report** – CJ presented the financial report. As of December 31, 2022, there was \$511,622.47 in operating, \$396,372.16 in reserves, \$30,036.39 in receivables, \$17,998.40 in other assets, totaling \$956,029.42 in total assets.

**Discussion and Updates of Proposed Fine Policy** – Eddy Kharazi presented that he and Jim Volker will continue to work on the fine policy.

**Additional Business Items** –  
No additional business.

### **Open Items**

- a. Fine Policy – motion to table until update from Eddy Kharrazi, seconded and Motion carried.
- b. Cameras for Pool House – Ty Thomas and Robert Spiess will send information to the Board for two cameras to start. A 3rd party will do wiring, 3partners.biz or 24-Hour Network.
- c. Digital Sign – Motion to table, as in process, seconded and Motion carried.
- d. Lighting at Rear Entry – Ask Brother Lighting and Electrical for pricing on Solar costs.

### **Manager Report**

- a. Decision needs to be made on splashpad sprayers. Board will recirculate the email with the options. Pool prep will begin.

### **Homeowner Forum**

Eleven property owners were in attendance. Items discussed, face to face meetings, flooding at the old splashpad, sidewalk flooding, landscaper rutting the park area.

### **Next Meeting Date**

The next meeting date will be on March 13, 2023.

### **Adjournment of Open Session**

With no further business to discuss, the open meeting was adjourned at 7:16 p.m.

## **EXECUTIVE SESSION**

Called Executive Session to Order at 7:19 p.m.

### **Homeowner Appeals**

None.

### **Review of Legal Status Report**

Board reviewed the 20221231 Legal Status Report.

### **Review of Enforcement Action Report**

Board reviewed 20230118 Deed Inspection Report.

### **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 7:30 p.m.

**Call Open Session Back to Order: at 7:30 p.m.**

**Board Vote of Collection and Deed Enforcements and Homeowner Appeals**

Summary of Items Discussed in Executive Session: No actions taken.

**Meeting Adjournment**

With no further business to discuss a Motion was made and seconded to adjourn the meeting; Motion carried at 7:33 p.m.

E Ty THomas  
E Ty THomas (Mar 31, 2023 17:42 CDT)

Village Creek Community Association, Inc.

**Mar 31, 2023**

Date

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

Assets:

-----

Cash

----

CIT BANK - Operating .05%	\$	269,806.34	
CIT Operating MM .10%		241,816.13	
Total Cash	\$		511,622.47

Reserve Funds

-----

CIT Bank- Reserve ICS 0.45%		396,372.16	
Total Reserve Funds			396,372.16

Assessment Receivables

-----

2020 Assessments		1,611.97	
2021 Assessments		4,855.40	
2022 Assessments		10,929.66	
Interest on Unpaid Assessment		3,616.46	
Collection Fees		3,069.36	
Legal Fees		5,953.54	
Total Assessment Receivables			30,036.39

Other Assets

-----

Prepaid Insurance		12,998.40	
Advance Payments		5,000.00	
Total Other Assets			17,998.40

Total Assets	\$	956,029.42	

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

Liabilities:

-----

Accounts Payable	\$	12,174.50	
Construction Deposits		3,000.00	
Prepaid Assessments		173,073.35	
Total Liabilities	\$		188,247.85

Equity:

-----

Reserve Funds			
-----			
Reserve Fund		437,986.32	
Reserve Fund Interest		1,017.79	
Reserve Expenditures		(42,631.95)	
Total Reserve Funds			396,372.16

Members Equity

-----

Members Equity		293,437.60	
Current Year Surplus (Deficit)		77,971.81	
Total Members Equity			371,409.41

Total Liabilities and Equity	\$	956,029.42	

Village Creek Community Association, Inc  
STATEMENT OF REVENUES & EXPENSES  
For the Year Ended December 31, 2022

	DEC ACTUAL -----	DEC BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
<b>REVENUE:</b> -----								
Current Year Maintenance Fees	47,248	47,248		566,973	566,973		566,973	
Interest on Unpaid Assessments	131		(131)	2,323		(2,323)		(2,323)
Interest Earned on Investments	27		(27)	838		(838)		(838)
POOL TAG INCOME	215		(215)	215		(215)		(215)
Miscellaneous Income	96		(96)	5,921		(5,921)		(5,921)
<b>TOTAL REVENUE</b>	<u>47,717</u>	<u>47,248</u>	<u>(469)</u>	<u>576,270</u>	<u>566,973</u>	<u>(9,297)</u>	<u>566,973</u>	<u>(9,297)</u>
<b>EXPENSES:</b> -----								
<b>ADMINISTRATIVE</b> -----								
Administrative Contract	2,200	2,200		26,400	26,400		26,400	
Office Supplies	112	33	(79)	180	400	220	400	220
Copies	357	292	(65)	1,796	3,500	1,704	3,500	1,704
Postage	457	292	(165)	2,695	3,500	805	3,500	805
Community Mailouts		200	200	863	2,400	1,537	2,400	1,537
Meetings		83	83	508	1,000	492	1,000	492
Administrative Notices	2,988	249	(2,739)	2,988	2,988		2,988	
Deed Restriction Expenses	30	150	120	680	1,800	1,120	1,800	1,120
Record Storage	20	19	(1)	240	225	(15)	225	(15)
<b>TOTAL ADMINISTRATIVE</b>	<u>6,164</u>	<u>3,518</u>	<u>(2,646)</u>	<u>36,350</u>	<u>42,213</u>	<u>5,863</u>	<u>42,213</u>	<u>5,863</u>
<b>PROFESSIONAL SERVICES</b> -----								
Legal - Corporate	110	417	307	7,388	5,000	(2,388)	5,000	(2,388)
Legal - Collections	200	1,667	1,467	6,147	20,000	13,853	20,000	13,853
Legal Coll - Billed to Owners	(200)		200	(6,147)		6,147		6,147
Legal - Deed Restrictions		83	83		1,000	1,000	1,000	1,000
Audit and Tax				2,880		(2,880)		(2,880)
Other Professional Fees		83	83		1,000	1,000	1,000	1,000
<b>TOTAL PROFESSIONAL SERVICES</b>	<u>110</u>	<u>2,250</u>	<u>2,140</u>	<u>10,268</u>	<u>27,000</u>	<u>16,732</u>	<u>27,000</u>	<u>16,732</u>

Village Creek Community Association, Inc  
STATEMENT OF REVENUES & EXPENSES  
For the Year Ended December 31, 2022

	DEC ACTUAL -----	DEC BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
LANDSCAPE MAINTENANCE -----								
Landscape Contract	11,937	13,333	1,396	159,109	160,000	891	160,000	891
Landscape Enhancements		1,667	1,667	10,969	20,000	9,031	20,000	9,031
Irrigation Repairs	8,993	1,000	(7,993)	19,396	12,000	(7,396)	12,000	(7,396)
Tree Removal		833	833	2,700	10,000	7,300	10,000	7,300
Force Mows		17	17		200	200	200	200
<b>TOTAL LANDSCAPE MAINTENANCE</b>	<b>20,930</b>	<b>16,850</b>	<b>(4,080)</b>	<b>192,174</b>	<b>202,200</b>	<b>10,026</b>	<b>202,200</b>	<b>10,026</b>
REPAIRS & MAINTENANCE -----								
General Repairs & Maintenance	489	2,375	1,886	7,870	28,500	20,630	28,500	20,630
Lake Maintenance	676	742	66	9,739	8,900	(839)	8,900	(839)
Playground Repairs & Maint		625	625		7,500	7,500	7,500	7,500
Recreation Supplies & Maint		125	125	567	1,500	933	1,500	933
Locks & Keys		13	13	13	150	137	150	137
Mosquito Fogging		267	267	3,923	3,200	(723)	3,200	(723)
Signs		67	67		800	800	800	800
<b>TOTAL REPAIRS &amp; MAINTENANCE</b>	<b>1,165</b>	<b>4,214</b>	<b>3,049</b>	<b>22,112</b>	<b>50,550</b>	<b>28,438</b>	<b>50,550</b>	<b>28,438</b>
POOL & SPLASH PAD -----								
Pool Contract	600	3,500	2,900	26,348	42,000	15,652	42,000	15,652
Pool Maintenance & Repairs	160	667	507	15,121	8,000	(7,121)	8,000	(7,121)
Pool Equipment & Supplies		333	333	12,180	4,000	(8,180)	4,000	(8,180)
Pool Plumbing Repairs				124		(124)		(124)
Pool Furniture		292	292	1,529	3,500	1,971	3,500	1,971
Pool Tags		58	58	500	700	200	700	200
Splash Pad Maintenance		417	417	2,386	5,000	2,614	5,000	2,614
<b>TOTAL POOL &amp; SPLASH PAD</b>	<b>760</b>	<b>5,267</b>	<b>4,507</b>	<b>58,188</b>	<b>63,200</b>	<b>5,012</b>	<b>63,200</b>	<b>5,012</b>

Village Creek Community Association, Inc  
STATEMENT OF REVENUES & EXPENSES  
For the Year Ended December 31, 2022

	DEC ACTUAL -----	DEC BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
UTILITIES & SERVICES								
-----								
Street Lights	2,810	3,333	523	38,402	40,000	1,598	40,000	1,598
Electricity - Meters	462	750	288	6,241	9,000	2,759	9,000	2,759
Water and Sewer	8,851	3,333	(5,518)	92,340	40,000	(52,340)	40,000	(52,340)
Telephone/Internet	635	375	(260)	6,298	4,500	(1,798)	4,500	(1,798)
TOTAL UTILITIES & SERVICES	<u>12,758</u>	<u>7,791</u>	<u>(4,967)</u>	<u>143,281</u>	<u>93,500</u>	<u>(49,781)</u>	<u>93,500</u>	<u>(49,781)</u>
OTHER								
-----								
Property Taxes	94	17	(77)	94	200	106	200	106
Insurance	1,857	1,804	(53)	21,811	21,652	(159)	21,652	(159)
Bank Fees	50	2	(48)		20	20	20	20
Community Events	1,128	900	(228)	7,284	10,800	3,516	10,800	3,516
Website and Newsletter		42	42	59	500	441	500	441
Technology		833	833		10,000	10,000	10,000	10,000
Bad Debts	311	633	322	6,283	7,600	1,317	7,600	1,317
Holiday Decorating		167	167	75	2,000	1,925	2,000	1,925
Miscellaneous				320		(320)		(320)
Capital Reserve Contributions		2,962	2,962		35,538	35,538	35,538	35,538
TOTAL OTHER	<u>3,440</u>	<u>7,360</u>	<u>3,920</u>	<u>35,926</u>	<u>88,310</u>	<u>52,384</u>	<u>88,310</u>	<u>52,384</u>
TOTAL EXPENSES	<u>45,327</u>	<u>47,250</u>	<u>1,923</u>	<u>498,299</u>	<u>566,973</u>	<u>68,674</u>	<u>566,973</u>	<u>68,674</u>
SURPLUS (DEFICIT)	<u>2,390</u>	<u>(2)</u>	<u>(2,392)</u>	<u>77,971</u>	<u>=====</u>	<u>(77,971)</u>	<u>=====</u>	<u>(77,971)</u>