

Village Creek Community Association, Inc.
Rescheduled Board Meeting Minutes
August 14, 2023

Pursuant to Article VI, Section 1 of the Bylaws of the Village Creek Community Association, Inc., a rescheduled meeting of the Directors was duly called and held on August 14, 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 Board Members:

Robert Spiess – President
Sara Marion – Vice President
Jose Alvarado – Treasurer
Ty Thomas – Director

Absent members:

Craig Goralski – Secretary

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. with quorum being established, a Motion was made and seconded to adopt the agenda; Motion carried.

Approval of Minutes

A Motion was made and seconded to approve the minutes of the 20230714 Annual Meeting; Motion carried. A Motion was made and seconded to approve the minutes of the 20230724 Board Meeting; Motion carried.

Vendor Reports

Landscape – Jake with LEI reported on landscape updates. Darren met with CJ onsite on 8/4/2023. Two crews will be out 8/15/2023 to service. Seasonal color installation was on 7/31/2023, turf application was on 8/8/2023 and the irrigation inspection was on 8/11/2023. Darren with LEI reported high priority areas, weeds in beds, sidewalk joints, entry, and lake beds as soon as weather conditions improve for planting. Irrigation will be adjusted for a recently planted bed off Lake Vista, if no improvement, plants will be replaced at no additional cost. Additional notes to LEI, set irrigation times back to 9:00pm to 6:00am to meet the needs of the community walkers. Eden Grove at trail entry irrigation, Darren will get with irrigation manager.

Committee Reports

ARC Committee - Steve Winter reported on exterior modification requests since July meeting, there were seven applications, six receiving approval and one denial.

Jose Alvarado offered information on community events. He reported to have food trucks to come

back out, there needed to be more participation by the residents.

Business

Robert Spiess reported the Board interviewed five potential candidates that expressed interest in the open Board seat that has a two-year term left. A Motion was made to table the Discussion and Board Appointment of the Open Board Seat to Executive for further Board discussion and subsequent reconvening back to Open Session for decision; Motion was seconded; Motion carried.

Announcement of Decisions Made Between Meeting –

- 20230712 LEI Grounds Groomers Est. 46317 Emergency Valve Replacement Controller 2 \$577.50 – Approved
- 20230720 McKenna Contracting Est. Kiddie Cushion and Power Washing \$7990. – Approved
- 20230728 Uline Common Area Furnishings Replacements \$15,546. – Approved
- Account 2910501012 Variance Request – EMR Storage Building – Pending
- 20230807 LEI Grounds Groomers Est. 47807 and 47811 Irrigation Inspections Repairs \$644 and \$50. – Approved
- Holy Christmas Lights Est. CL2065 Holiday Decoration \$2080. – Pending
- 20230809 LEI Grounds Groomers Est's 47843 \$617. – 47865 \$654.50 – 47932 \$239. – 47938 \$232. – Approved
- 20230809 LEI Grounds Groomers Est. 47939 \$630. – 47944 \$312. – Approved

Financial Report – CJ presented the financial report. As of July 31, 2023, there was \$583,178.84 in operating, \$414,094.65 in reserves, \$52,523.71 in receivables, \$26,814.00 in other assets, totaling \$1,076,611.20 in total assets.

Additional Business Items – Robert Speiss requested any new additional items the Board may need to discuss; no new items presented.

Manager Report

- a. CJ with Crest Management presented the Board with a new spreadsheet containing the Open Items List and reported on the items listed on the spreadsheet and how the spreadsheet may be utilized for all Board members to update as well as management. No Dumping Signs and Rear Entry Monument Lighting add to the Board Decision Assistant for Board decision. Robert Spiess suggested the spreadsheet being added as an addition to the meeting agenda for owners to review the progress of open items.
- b. CJ reported on the walk with Darren from LEI on 8/4/2023.

Homeowner Forum

Three property owners were in attendance. Items discussed – Community survey launch date, entry freeze damages, weather conditions for planting, plastic fence from MUD removal, tree trimming along street needs to be done to balance the tree and thinning out trees.

Next Meeting Date

The next meeting date will be on September 11, 2023.

Adjournment of Open Session

With no further business to discuss, the open meeting was adjourned at 8:07 p.m.

EXECUTIVE SESSION

Owners remaining on the call were placed in a room until reconvening back into Open Session. Called Executive Session to Order at 8:10 p.m.

Homeowner Appeals

No Homeowner Appeals for review.

Review of Legal Status Report

Board reviewed 20230804 Legal Status Report.

Review of Collections Report and Enforcement Actions

Board reviewed the 20230731 Collections Report and Enforcement Actions.

Review of Deed Violations Report and Enforcement Actions

Board reviewed and discussed the 20230810 Deed Inspection Report and Enforcement Actions.

Discussion of Variance Request Account 2910501012

Board review pending Board Decision Assistant Item on account 2910501012 and discussed the request for variance.

Discussion of Sidewalks on Homeowner Property

Board discussed the sidewalks located at owner's properties and not Association owned property.

Board Discussion Appointment of Open Board Seat

Board discussed the interviews of all potential candidates for Open Board Seat.

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 8:49 p.m.

Reconvene to Open Session

All owners were transferred from waiting room and Robert Spiess called Open Session back to order at 8:50 p.m.

Board Vote of Collection and Deed Enforcements and Homeowner Appeals

Summary of Items Discussed in Executive Session: No action needed on Legal Status Report or Collections Report.

Motion was made and seconded to escalate to legal counsel for seven accounts; 2910901001, 2910903008, 2911301006, 2911301040, 2910801004, 2911002001 and 2910101001 for legal deed enforcement; Motion carried.

Motion was made and seconded to deny variance request on account 2910501012, dictating the Architectural Guidelines would need to be met and the request should be resubmitted for review; Motion carried.

After discussion regarding sidewalks and trees in and around an owner's personal property and not on Association Common property, the owners are responsible for the upkeep as generalized in the restrictions. Burden of proof of ownership regarding upkeep of said areas is placed on property owners.

Motion was made and seconded to appoint Jennifer Geary to the Open Board Seat; Motion carried.

Meeting Adjournment

With no further business to discuss a Motion was made and seconded to adjourn the meeting; Motion carried at 8:53 p.m.

Robert G. Spiess

Robert G. Spiess (Sep 14, 2023 15:40 CDT)

Sep 14, 2023

Village Creek Community Association, Inc.

Date

Village Creek Community Association, Inc
Balance Sheet
June 30, 2023

Assets:

Cash

First Citizen - OP .05% 9325	\$	129,450.56	
First Citizen ICS *277 .70%		542,709.41	
Total Cash	\$		672,159.97

Reserve Funds

First Citizen RES MM 3901 .10%		10,296.09	
First Citizen CD 1281-6/27/24		100,949.64	
First Citizen CD 1282-9/27/23		100,949.64	
First Citizen CD 1283-12/27/23		100,949.64	
First Citizen CD 1284-3/27/24		100,949.64	
Total Reserve Funds			414,094.65

Assessment Receivables

2020 Assessments		1,611.97	
2021 Assessments		3,795.00	
2022 Assessments		4,729.50	
2023 Assessments		20,590.26	
Finance Charges		4,218.69	
Collection Fees		5,737.83	
Legal Fees		5,564.54	
Total Assessment Receivables			46,247.79

Other Assets

Prepaid Insurance		1,856.88	
Advance Payments		5,000.00	
Total Other Assets			6,856.88

Total Assets			\$ 1,139,359.29
			=====

Village Creek Community Association, Inc
Balance Sheet
June 30, 2023

Liabilities:

Accounts Payable	\$	33,456.52	
Construction Deposits		7,000.00	
Prepaid Assessments		4,213.92	
Deferred Assessments		311,872.50	
Total Liabilities	\$		356,542.94

Equity:

Reserve Funds

Reserve Fund		439,171.92	
Reserve Fund Interest		4,124.73	
Reserve Expenditures		(29,202.00)	
Total Reserve Funds			414,094.65

Members Equity

Members Equity		327,591.86	
Current Year Surplus (Deficit)		41,129.84	
Total Members Equity			368,721.70

Total Liabilities and Equity		\$	1,139,359.29

Village Creek Community Association, Inc
STATEMENT OF REVENUES & EXPENSES
For 6 Months Ended June 30, 2023

	JUN ACTUAL -----	JUN BUDGET -----	VARIANCE -----	YTD ACTUAL -----	YTD BUDGET -----	VARIANCE -----	ANN'L BUDGET -----	REMAINING -----
REVENUE: -----								
Current Year Maintenance Fees	51,979	51,979		311,873	311,873		623,745	311,872
Interest on Unpaid Assessments	149		(149)	1,951		(1,951)		(1,951)
Interest Earned on Investments	304		(304)	2,148		(2,148)		(2,148)
Miscellaneous Income	(295)		295					
TOTAL REVENUE	<u>52,137</u>	<u>51,979</u>	<u>(158)</u>	<u>315,972</u>	<u>311,873</u>	<u>(4,099)</u>	<u>623,745</u>	<u>307,773</u>
EXPENSES: -----								
ADMINISTRATIVE -----								
Administrative Contract	2,250	2,283	33	13,350	13,695	345	27,390	14,040
Office Supplies	9	17	8	60	100	40	200	140
Copies	614	292	(322)	907	1,750	843	3,500	2,593
Postage	1,373	333	(1,040)	2,409	2,000	(409)	4,000	1,591
Community Mailouts	672	200	(472)	672	1,200	528	2,400	1,728
Meetings	99	83	(16)	199	500	301	1,000	801
Administrative Notices		249	249		1,494	1,494	2,988	2,988
Deed Restriction Expenses	320	150	(170)	1,040	900	(140)	1,800	760
Record Storage	25	25		150	150		300	150
TOTAL ADMINISTRATIVE	<u>5,362</u>	<u>3,632</u>	<u>(1,730)</u>	<u>18,787</u>	<u>21,789</u>	<u>3,002</u>	<u>43,578</u>	<u>24,791</u>
PROFESSIONAL SERVICES -----								
Legal - Corporate	270	417	147	577	2,500	1,923	5,000	4,423
Legal - Collections		1,667	1,667	1,720	10,000	8,280	20,000	18,280
Legal Coll - Billed to Owners				(1,720)		1,720		1,720
Legal - Deed Restrictions		83	83	400	500	100	1,000	600
Legal DR - Billed to Owners				(400)		400		400
Audit and Tax		360	360		2,160	2,160	4,320	4,320
TOTAL PROFESSIONAL SERVICES	<u>270</u>	<u>2,527</u>	<u>2,257</u>	<u>577</u>	<u>15,160</u>	<u>14,583</u>	<u>30,320</u>	<u>29,743</u>

Village Creek Community Association, Inc
STATEMENT OF REVENUES & EXPENSES
For 6 Months Ended June 30, 2023

	JUN ACTUAL	JUN BUDGET	VARIANCE	YTD ACTUAL	YTD BUDGET	VARIANCE	ANN'L BUDGET	REMAINING
	-----	-----	-----	-----	-----	-----	-----	-----
LANDSCAPE MAINTENANCE								

Landscape Contract	11,937	12,296	359	71,625	73,775	2,150	147,550	75,925
Landscape Enhancements		3,333	3,333	24,900	20,000	(4,900)	40,000	15,100
Irrigation Repairs		1,667	1,667	15,840	10,000	(5,840)	20,000	4,160
Tree Removal		1,000	1,000	1,490	6,000	4,510	12,000	10,510
Force Mows		17	17		100	100	200	200
TOTAL LANDSCAPE MAINTENANCE	11,937	18,313	6,376	113,855	109,875	(3,980)	219,750	105,895

REPAIRS & MAINTENANCE								

General Repairs & Maintenance	(1,531)	2,375	3,906	5,162	14,250	9,088	28,500	23,338
Lake Maintenance	1,023	1,250	227	5,110	7,500	2,390	15,000	9,890
Lake Chemicals				206		(206)		(206)
Playground Repairs & Maint		625	625		3,750	3,750	7,500	7,500
Recreation Supplies & Maint		125	125		750	750	1,500	1,500
Locks & Keys		13	13		75	75	150	150
Mosquito Fogging	954	342	(612)	1,696	2,050	354	4,100	2,404
Signs		67	67	1,240	400	(840)	800	(440)
TOTAL REPAIRS & MAINTENANCE	446	4,797	4,351	13,414	28,775	15,361	57,550	44,136

POOL & SPLASH PAD								

Pool Contract	8,773	3,885	(4,888)	17,255	23,310	6,055	46,620	29,365
Pool Maintenance & Repairs		667	667	11,382	4,000	(7,382)	8,000	(3,382)
Pool Equipment & Supplies	1,476	333	(1,143)	3,902	2,000	(1,902)	4,000	98
Pool Plumbing Repairs				7,620		(7,620)		(7,620)
Pool Furniture		250	250		1,500	1,500	3,000	3,000
Pool Tags		58	58		350	350	700	700
Splash Pad Maintenance	1,746	417	(1,329)	22,899	2,500	(20,399)	5,000	(17,899)
TOTAL POOL & SPLASH PAD	11,995	5,610	(6,385)	63,058	33,660	(29,398)	67,320	4,262
