

**Village Creek Community Association, Inc.**  
**Board Meeting Minutes**  
**April 10, 2024**

**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 April 10, 2024 via Virtual Meeting – ID: 368 707 7398; Online Meeting Link: <https://us06web.zoom.us/j/3687077398> ; Dial In – 1-346-284-7799.**

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**IN ATTENDANCE**

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

Robert Spiess – President  
Jose Alvarado – Treasurer  
Jennifer Geary – Secretary  
Ty Thomas – Director

**Absent members:**

Sara Marion – Vice President

**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 by Robert Spiess, 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 March 11, 2024, Board Meeting; Motion carried.

**Vendor Reports**

Landscape – No report.

Pool – Janet Clark with Aquatic Management addressed the Board to update pump room rebuild as continued preparation for pool season is underway. Board questioned why pool was drained; Janet explained due to the upcoming Easter event, the green pool was smelling and concern for mosquito issues. Was not drained 100% due to wight remaining to keep it stabilized before the replaster work begins. Still no light in the pump room to complete the work, waiting on the bids from the electrician. Drinking fountain needs a new filter, at cost is \$250. Will forward proposal. Pool is fully staffed, a total of eight guards.

**Committee Reports**

ARC Committee - Steve Winter reported there were eight requests. Patio cover, garage door, roof, fence change, patio extension, tree removal, and window replacement, were all approved, one denial for patio and was to request hearing before the Board.

Other Committee Report – Jose Alvarado noted the Easter event attracted a lot of business for the food truck that came out and that is what will continue to bring them out and offer great food. Having them come when events are happening, and other free things are being given away by the community makes it successful.

**Financial Report** – The March 30, 2024 financial was presented to the Board for review. There was \$757,319.49 in operating cash, \$456,160.51 in reserve funds, \$109,473.13 in account receivables, \$12,271.36 in other assets, totaling \$1,335,224.49.

### **Business**

CJ presented the Announcement of Decisions Made Between Meeting:

- Account 2910801027 Violation Extension Request – Approved
- 20240328 Aquatic Mgmt. Proposal Pool LED Light Replacement \$1,181 – Approved
- 20240201 Custom Concrete Coatings Proposal Pool Deck Coating \$33,106 – Approved
- 20231019 Aquatic Mgmt. Proposal Pool Pump Room Rebuild \$7,406 - Approved

Pool Replastering – After review of four bids from Houston Pool Renovations, Hancock Pools, Lonestar Pool Works and Modern Method Gunitite, a Motion was made and seconded to approve Modern Method Gunitite at a cost of \$39,180.00 with Pebble Sheen, white satin, and pool startup; Motion carried.

Additional Business – Jose Alvarado questioned if there will be any rear monument bids.

### **Open Action Items**

1. Pool House Surge Protection – Bids received and decision pending. LED box on the outside.
2. Pool House Exterior Walkway Floor – Proposal completed/approved. Work will be done in May.
3. Flagpole Installation Proposal – received pole installation proposal. Electric proposals in progress for the lighting.
4. Landscape Updates Remaining from 2021 and 2022 freeze damage. Walk scheduled w/LEI.
5. Park Area Shade Canopy – Proposal on BDA for decision.
6. Dead trees at Park and Large Oak on Lake Trail. In process.
7. Old Splashpad Lighting – Centerpoint should be contacted. Sara Marion will contact Centerpoint.
8. Additional Cameras at Pool House. Pricing to BDA for Board review and decision.
9. Splashpad – Tip Bucket – Look through prior proposals.
10. Fine Policy in process. In process.

### **Homeowner Forum**

Five property owners were in attendance. Comments, questions submitted flagpole update, and an owner received a letter about palm tree.

### **Next Meeting Date**

The next Board meeting date will be on May 13, 2024.

### **Adjournment of Open Session**

With no further business to discuss, Robert Spiess adjourned Open Session at 7:31 p.m.

## **EXECUTIVE SESSION**

Owners remaining on the call were placed in a room until reconvening back into Open Session. Robert Spiess called Executive Session to order at 7:35 p.m.

**Homeowner Appeals**

Board discussed variance request for account 2910501017 for vote.

**Review of Legal Status Report**

Board reviewed the 20240405 Legal Status Report.

**Review of Collections Report and Enforcement Actions**

Board reviewed the 20240331 AR Collection Report.

**Review of Deed Violations Report and Enforcement Actions**

Board reviewed the 20240311 Deed Restriction Report and Enforcement Actions.

**Executive Session Adjournment**

At 7:58 p.m. the Board adjourned back to Open Session to summarize and take actions on what was discussed during this Executive Session.

**Reconvene to Open Session**

No owners were available to be transferred from a waiting room and Robert Spiess called Open Session back to order at 7:59 p.m.

**Homeowner Appeals**

No action taken.

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

Summary of Items Discussed in Executive Session:

A Motion was made and seconded to approve the variance request for account 2910501017 for the rear patio; Motion carried.

After review in Executive Session of the 20240229 Legal Status Report, a Motion was made and seconded to approve authorization to proceed with legal action on accounts 2910602002, 2911003026 and 2910901004; Motion carried.

After review of the 20240331 Collections Report and Enforcement Actions, a Motion was made and seconded to escalate fifty (50) accounts to legal counsel for collection enforcement upon 209 letter expiration; Motion carried. A Motion was made and seconded to write-off small finance fee balances on nineteen (19) accounts totaling \$124.01; Motion carried.

**Meeting Adjournment**

With no further business to discuss a Robert Spiess called a Motion to adjourn; Motion was seconded; Motion carried at 8:04 p.m.

Robert G. Spiess  
Robert G. Spiess (May 23, 2024 13:07 CDT)

Village Creek Community Association, Inc.

May 23, 2024  
Date







# 20240408 Meeting Minutes

Final Audit Report

2024-05-23

Created:	2024-05-23
By:	CJ Hood (cj@crest-management.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzDOogd7PrJkiSogFki_xjCtUKMlgojxu

## "20240408 Meeting Minutes" History

-  Document created by CJ Hood (cj@crest-management.com)  
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-  Document emailed to robert@spiess-us.com for signature  
2024-05-23 - 5:59:21 PM GMT
-  Email viewed by robert@spiess-us.com  
2024-05-23 - 6:06:26 PM GMT
-  Signer robert@spiess-us.com entered name at signing as Robert G. Spiess  
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-  Document e-signed by Robert G. Spiess (robert@spiess-us.com)  
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