



Present	Absent	2020 Board Members
P	A	Jessica Cejka President
		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P		Beverly Simms – Member at Large – Socials
P		Dusty Cejka – Member at Large - Website
P		Ronnie Harper-Schwakhofer Member at Large
	A	Brad Mitchell Member at Large

Call to Order 7:02

Quorum Present: Yes

Jessica Cejka covered a few housekeeping items and introduced herself.

- There is an icon in the bottom left corner of your screen that says start video. When you click that icon, it will access your camera and the group will be able to see you. You do not have to use the video option.
- The mute button is also located in the bottom left corner. Please stay on mute if you are not talking. The video call can pick up any background noise and make it hard for everyone to hear.
- Along the bottom tool bar, there is a chat feature, click that and a chat bar will appear on the right side of your screen. We will use that for introduction of homeowners as well as calling on residents to have a turn to speak.

“For those of you I have not met, I am Jessica Cejka. My husband and I have owned our home on Irene since 2001. This has been my first year serving on the board as President. I want to begin by saying a huge thank-you to everyone on the board. This year has been challenging to say the least and our volunteers have really stepped up. The accomplishments this year are largely in part due to the hard work of all the volunteers on the board and other neighbors who have stepped up this year to help. We appreciate everyone’s willingness and availability to help. There is a lot of work that goes on behind-the-scenes and we could not do it without our volunteers so thank-you.”

Order of Business

Introduction of Board Members – Board members introduced themselves.

Property Owners present on Zoom meeting: KM Fuller, JoAnn and Bob, Keith Markuson, Carol Whitaker, Chuck, Stephanie and Russel, Sandra Bourgeois, Dave, Larry, Carlton Albrecht, Tony Hernandez, Betty and Mark Hochoer, James Alderson, Craig Nediver, Rodney, Jeff Hastings, Dr. Crosby, Andrew Leblang, Jim Ruffing, June Cerrato, Dave Kral, Dick Davies, Sylvia Buchta

Committee Report

Secretary – The November 2020 Monthly Meeting Minutes were adopted by unanimous consent.

Treasurer – Sherrill and Beverly reviewed the 2020 Financial Tracking Report. Comparisons were made to the 2019 financials. The main revenue source is the \$24 mandatory fee, \$9,997 was taken in 2020 compared to \$8,486 in 2019. The total special assessment taken in 2020 was \$12,045 compared to 2019 \$8,889. Another revenue source is our Resale packets and transfer fees, this year we collected \$10,775 compared to \$7,950 in 2019. The increase was partly due to the fees increase. The Aerobics class brings in \$1,000 a year, and donations were collected \$1,909. Two additional donations were taken in with specific projects \$3,450 for a gate on the Irene easement, and \$550 for resurfacing the tennis court. Total income so far for 2020 is \$56,929 compared to 2019 \$41,958 a 35% increase. There are 3 categories of expenses Administrative, Insurance, and maintenance. The insurance is comparable. This year Administration was \$4,645 a little higher in 2020 for mail-out supplies, stamps, office supplies, and ink cartridges. Maintenances

covers trash, lawn, pool maintenance, clubhouse and park, signage and pool keys. The pool service and equipment was \$5,412 in 2020 compared to \$10,725 in 2019. The savings are due to volunteers helping with the pool care during the season and covering the pool in the winter months. Utilities remain about the same for year to year. There was an expense of \$2,191 for the clubhouse facelift materials so far. Grand total of monthly expenses is \$39,035.

Our profit for this year is \$17,893 compared to 2019 of \$2,819 a 400% increase.

Banking Statistics, Cash Flow Reconciliation, and Rolling Cash reserve were reviewed. The Rolling cash flow shows if nothing major occurs we can operate for 12 months. This came from looking at what we spent last year and averaging the cost. We tie to our check-book.

Budget for 2021 We are projecting for next year Total income to be \$46,077.00 with total expenses to be \$39,877.00 leaving us a profit of \$6,200. Looking to contribute profit to bank reserve and future amenity projects.

2021 Project planning budget for Volunteering Special Assessment, Hardiplank on exterior of clubhouse (3 sides remaining) \$7,000, clubhouse flooring replaced \$6,000, clubhouse fencing \$2,500, and landscaping/erosion problems \$1,000. Total \$16,500 with \$110.00 per owner.

The Treasure is working on cleaning up the data base, to make sure all property owners are identified correctly. Statements were sent out in September for all past due accounts.

Maintenance –

James and Craig thanked all the volunteers that have helped this past year. The tennis courts were cleaned up. Juniper trees were cut down, neighbors allowed their hose to be used for fire control, and power washing the courts. Country side came and repaired the easement for no charge. A pool cover was purchased and used this past year which was placed by volunteers. A small sign with our website information was added to our neighborhood sign. New signage: Rules at tennis court area. Reduced expenses on pool maintenance by changing contractors and the help of volunteers

The 2 x 12 footings were replaced by the maintenance crew and volunteers. The pump house was repaired too.

The clubhouse is getting a facelift. Craig reported there will be extra material for the front of the clubhouse. It would be good to continue with the east-side of the clubhouse.

James and Craig have been working very well together and have been able to save us money along the way.

A big Thank you to all our volunteers!

Architectural - Nothing to report for November.

Communication/Webmaster – In case everyone hasn't had a chance to visit the website, the address is village-west.org where we keep general information, updates, meeting minutes, deed restrictions and bylaws. This year we opened it up to advertisements and want to say a special thanks to advertisers Roxanne Horelica – Keller Williams realtor and C & A Services. Once notices go out next year, we will have a link on the website and you can pay your yearly dues on the website.

Social – Special thanks to Mark Hoher for donating a BBQ to the POA. We hope to be able to get lots of use out of it next summer.

Fence/Gate – moving to our discussion under new business

Old Business/2020 Accomplishments

Clubhouse repairs

Board voted to hire a professional company to replace the siding on front of the clubhouse with Hardy-plank. Three bids were solicited, and Crane Construction was selected. They have started this next week. We hope everyone will have a chance to drive by and check it out once it is completed.

Lawsuit update – Brief overview; This lawsuit is between 2 homeowners and the POA is a 3rd party defendant. Has been going on for several years. Went to mediation last month and the mediator gave the 2 parties until Dec 15 to propose an agreement and then 2 weeks to accept the terms the other one presents. If they can't mediator will make a ruling. Hoping to have it finalized by January meeting to give an update. Hopefully there is an end insight soon.

New Business

As most of you know, one of our neighbors had a house fire earlier this year. We have reached out to the fire department to see what we can do as a community to help with their response in the future. The fire department will be attending the January 12th meeting and hope everyone can attend. There are multiple factors involved, so several owners recommended that we get the water company, County Commissioner, and Emergency Services District at the meeting? Jessica will work on getting these people to come to the January meeting. Robust conversation on the fire situation occurred, James recommended the conversation be tabled and to look to the meeting in January to continue the conversation.

For this year's voting, all Property Owners will need to mail-in their ballots after the meeting. This method will better ensure vote count integrity due to significant challenges associated with conducting a virtual meeting with numerous attendees. Mail-in ballots

must be post-marked by December 18, 2020, and the results will be announced at the January board meeting. Only members in good standing will be allowed to vote.

Ballot 1: Candidates/Open board positions for 2021

Board Position	Candidates Known at This Time
President (Officer)	Jessica Cejka (serving 2 nd year of 2 yr term)
Vice President (Officer)	
Secretary (Officer)	Patricia Buford Markuson(serving 2 nd year of 2 yr term)
Treasurer (Officer)	Sherrel Romano (serving 2 nd year of 2 yr term)
Member at Large - Architectural Control Committee Chair	
Member at Large - Maintenance Committee Chair	
Member at Large - Social Committee Chair	Beverly Simms
Member at Large - Webmaster	Dusty Cejka
Member at Large	Brad Mitchell (serving 2 nd year of 2 yr term)

Our By-Laws State the Board of Directors must consist of a minimum of 5 and no more than 9 members to be elected by the membership at its Annual General Meeting serving 2 year terms. The 2021 Board will vote in “open” positions during the January 2021 monthly meeting.

The following 6 board members will remain on the 2021 Board of Directors to serve the 2nd year of a 2-year term: Jessica Cejka (President), Patricia Buford Markuson (Secretary), Sherrel Romano (Treasurer), Brad Mitchell, Beverly Simms and Dusty Cejka (Members at Large). We can have 3 additional board members. At this time, we would like to open the floor for nominations of candidates.

Jessica stated that we can work with anyone that needs special considerations. Bob Mitchell said that he would serve if no one else will serve. Craig is willing to help with maintenance, but will not be able to be a member. James said that he will be a member at large. **Two owners willing to serve are James Alderson and Bob Mitchell. Please add them to the Ballot 1.**

Single Amenity Fee: Information was shared about the property located off Irene Dr. Which includes the tennis court, basketball court and access to the lake.

The POA property does not have direct road access. There is a 12 foot pedestrian easement on private property owned by Dusty & Jessica Cejka that gives property owners access to the area. This area has become a high traffic area for non-residents with increased disruptive behavior, profanity, loud music, littering, after-hours use and fires. Recently the sheriff was called out because someone was living in a tent on the property.

Earlier this year a committee was formed to investigate options of a gate. They met with three contractors and received bids on a gate. They proposed replacing the current unsecured wooden gate at the top of the Irene easement with a metal gate and adding a pedestrian walk-thru gate with locking capability. The board received separate donations from residents so no POA Operating Budget funds will be used on this project.

Single Amenity Fee:

The POA is proposing a single amenity fee for Property Owner use of all amenities including the pool, tennis, basketball courts and lake access. This would help generate revenue and keep the POA amenities safe, secure, and well-maintained for the benefit of our community. While in previous years we have had annual increases to our pool amenity fees charged to our members, for the new 2021 Budget we have kept this fee at the 2020 structure of \$125. This was due to the anticipated increase in the number of members who may now want entry to our tennis court, basketball court, and lake access. It is the desire of the board to be able to keep this amenity fee consistent while increasing the participation.

The main Clubhouse rentals will not be associated with the amenity fee and will continue to be billed per event.

The plan is to install locked pedestrian gate for POA Amenity Member access. Each property owner paying the amenity fee would receive a key that would give them access to the swimming pool and the POA property on Irene.

The POA feels the ability to lock the pedestrian gate will not only generate much-needed revenue but help make the area more safe, secure and enjoyable for those residents using the area and reduce the liability risk for the POA by limiting amenity use to residents only. This proposed amenity fee will help cover the yearly costs associated with maintaining our amenities.

Open Forum:

Conversations occurred about the Amenity fee for all our amenities. Suggestions were given to improve the basketball courts, prioritize projects for maintenance, and how to deal with long term rental keys. The ballot will be on the Village-West.org. Rodney encouraged everyone to support the amenity fee to help the community. One of the owners thanked Jessica and the board members. Kudos were given for everyone. We had block captains years ago, so it was suggested that we use that method again to contact all the neighbors.

A letter was sent to some residents about the corp property and the concrete swimming docks on the water. The lakefront lot owners discussed the motive behind this letter. Someone mentioned that they will come to a volunteer gathering if they knew of the details. It was discussed that this past year had been somewhat limited because of the Co-vid.

Adjournment: 8:55pm

Jessica closed by saying a huge thank-you to everyone on the board especially Ronnie and JB that are stepping down this year. Ronnie has served numerous years on the board and has done an amazing job donating countless hours to make our community what it is. We are sad to see both of them go and wish them the best.



Monthly Board Meeting
Agenda
November 10, 2020 7pm
Online

Present	Absent	2020 Board Members
P	A	Jessica Cejka President Daniel Giles Vice President Tricia Buford Markuson Secretary Sherrel Romano Treasurer JB Williamson Architectural Beverly Simms – Member at Large – Socials Dusty Cejka – Member at Large - Website Ronnie Harper-Schwakhofer Member at Large Brad Mitchell Member at Large
P		
P		
P		
P		
P		
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P		

Quorum present - yes

Call to Order - 7:02

Property Owners on the Zoom mtg. - Steve, Betty and Mark Hoher, Shirley, Sheila Hooter, Carlton, Bill and Melinda, Victoria Coleman, Sylvia Butcha, Rodney, Jim Wilburn, Sandra, Joleen Killoran, James in addition to our board members.

Orders of Business

Secretary - October 2020 Monthly Meeting Minutes adopted as posted on the website by unanimous consent.

Treasurer - Treasurer’s Report reviewed by Beverly and Sherrel. We are outperforming this year over last year, thanks to participation from additional owners. The total dues and resale/transfer fees equals \$22,000. This revenue stream covered the Administration and insurance cost. Additional revenue streams of pool keys \$13,000, and \$820 exercise fees covered the amenity maintenance and utilities of \$13,700. Revenue was 30% up from last year, and expenses were 7% lower this year. Net profit minus the gate donations of \$3,600 is \$14,000 higher than last year.

We show a slight loss in October due to our Liability insurance clearing, we still are out performing last year. Operating accounts \$45,000 in the bank. We have one outstanding check of \$90.

We are working on the 2021 budget and would like the numbers to be more inline with this year. Beverly suggested that all board members should meet in a zoom meeting to discuss budget.

Questions on budget? James pointed out that we have reduced our costs on all our projects due to the great volunteers.

Committee Reports

Maintenance - We have had great volunteers for 3 projects - the 2 x 12 foundational boards were replaced on Clubhouse, the pool was cleaned and covered last week. We have acquired some wood from neighbors for scaffolding to use for the remodeling the front of the clubhouse. The cost of the materials for the front of the clubhouse should be around \$1,500 to \$1,700 dollars not including the paint. Materials ordered from McCoys. Deliver next week. James suggested we make a paint committee to pick the paint color. Sherrel will lead this committee.

Architectural - One complete remodel 1241 Janet and 1336 Amanda a deck.

Communication/Webmaster - We have 2 ads, Roxanne Horelica, realtor, and an ad for Carlton at C & A Services. Jessica will follow up on requests from a realtor, and an Insurance co. We need to address the timeline for the ads. This was an unusual time with the beginning of our ad sales starting during this Co-vid time. It was suggestion to count the start as the beginning of January 2021 for all to keep year to year.

Social: We are still social distancing, and hopefully we will be able to pick up in 2021 with some activities.

Fence/Gate: We have enough volunteer funds for the easement gate on Irene. There was a clear estimate that will fit our budget. The board will need to finalize the approval before we can go forward. Rodney came up with the idea to include a center post that can be removed to allow a dump truck if we need to work below. Discussion on details of how the gate will operate occurred. The board complimented Brad and the fence committee for all their hard work and attention to detail on the proposal. Let's move forward on the gate, then add the lock at a later time if need be. The corner of the easement property needs to be established before moving forward. Further discussion and clarification about the particular property and precise location occurred. Rodney made some comments and concerns about staying focused on spending donations for the gate only. Calls will be put in to find a surveyor to establish the precise pin location. Jessica motioned that AAA to be the contractor for the gate on the easement. Sherrel was a second. The board passed that AAA will be the Gate contractor.

Old Business

Lawsuit update: there was an on-line hearing this past week. The mediator spoke with our attorney to give update, then information passed on to the president of VWPOA. The Haires dropped their 1st responsibility, so the mediator ordered the two plaintiffs to follow court guidelines by December 15th. If they still do not come to an agreement further stipulations will occur. The issue should be complete by the end of the year, with info. Shared in January.

Overnight parking in clubhouse lot - sign on hold, once we sent out the letter, the parking abuse has halted.

Pool update - Frontline pool owner came to show some of the pool crew how to care for the pool over the winter. Ken ran a video for a refresher. We will need to backwash once a month and watch the water level. Also, we will keep the pump running at a much lower rate to lower electricity cost and ensure pump protection in freezing weather. Cover water weights failed and new ones were purchased.

Fire Dept. - Jessica reached out to the Fire department to discuss the recent fire and to have a speaker to come to our January meeting about any firefighting concerns for our neighborhood. Hopefully we can have an in person meeting in January.

New Business

Christmas Party Rental - A request for a rental with dates in December for approximately 30 people. Conversations took place about the co-vid regulations. The board felt that 30 people would not have the space to distance sufficiently and face masks would be difficult to achieve. It was decided to put renting the clubhouse on hold. A message will be added to website about the Co-vid

Annual Meeting – The format - Everyone is in consensus to have an online meeting. Volte by mail will occur with ballots being due at a later date. The ballots will be mailed to and counted by a third party, our CPA.

Open Forum

Concerns about certificates for membership as stated in the bylaws will need to be sent out. A letter or e-mail that can be determined and signed by the board could be sufficient. Members may vote as long as they are in good standing, paying the \$24 mandatory fee. This procedure has been occurring annually for voting. Before any vote has taken place, owners that are delinquent in annual maintenance fee cannot participate in the vote.

Discussions about short term rentals and amenity usage. As a POA we need to come to a conclusion about our amenities being used by non-owners. Carlton pointed out that a short term renter could do damage to amenities. This would put an extra burden on the VW property owners for the amenities wear and tear. Discussion on seeking lawyer advise or should the residents and board members make the decisions with by-laws and the Deed restrictions decisions. In 2016 the board was sued because a letter was sent to short term owners about rentals. More discussion will occur.

Adjournment - 8:45



Monthly Board Meeting
Agenda
October 13, 2020 7pm
Online

Present	Absent	2020 Board Members
P	A	Jessica Cejka President Daniel Giles Vice President Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P	A	Beverly Simms – Member at Large – Socials
P	A	Dusty Cejka – Member at Large - Website
P		Ronnie Harper-Schwakhofer Member at Large Brad Mitchell Member at Large

Call to Order 7:02

Establishment of a Quorum - Yes

Property Owners in attendance - Stuart Wentworth, Mark Hocher, Betty Hocher, Sylvia, Victoria Coleman, Carlton, Wayne Synder, Jim Ruffing

Committee Reports:

Secretary - September 2020 Monthly Meeting Minutes were approved unanimously as posted on the website – Patricia motioned to accept and Brad was a second.

Treasurer’s Report – Treasurer – Sherrel

The income was \$4,007 this month, part of this is \$1,150 that will be added to the Irene gate project.

The money that has been donated for the gate shows in the income column, but this will move through to the gate on Irene. These are specific donations for this project.

Expenses were higher with a total of 3,074, these reflect extra pool expense for pump repair, purchases of office supplies, For mailing late notices of 165, printer cartridges, stamps, and envelopes.

We are running about the same as we have in the last few months. Right now in the regular bank account we have \$34,232.86 and \$14,718.74 in the Money market. Our insurance of \$5,150 still needs to clear. It will clear in the October statement.

Maintenance - Craig Nidever - the rim joists have been replaced, waiting to complete the front of the building with hardy plank siding. Materials approximately \$2,200, Craig is to get a firmer cost on the supplies to complete the entire job. Hardy plank now comes in color, so he will look to find what colors are available. A resident asked what the cost will be for the remainder of the clubhouse. The thinking is to have the total cost to install ready for when the job can continue. The approval was made at the last meeting for the front only at this time from the 2020 improvement budget. This job is handled by Village-West volunteer labor. The lawsuit arbitration could affect funding for other planned repairs, depending on the outcome, of the arbitration coming up, see old business below.

Permits Report - Architectural - JB Williamson New house 1825 Colleen approved. 2 houses on Janet pending 1241 Janet and 1329 Janet still looking at the measuring point on 1329. The owner of 1241 Janet asked if he should get a survey to assure height restrictions are met. JB said that would be a good idea, and he will meet them when the survey is set up. The board met recently and discussed the lawsuit that is pending. The lawsuit does involve property line disputes, so it was discussed to add an additional step to the approval of deed restrictions. It was suggested that the Architectural committee bring documents after review to following POA meeting for final approval. Questions on the current lawsuit came up from new owners. It was suggested to go through this meeting agenda, then go through the suit for those who have not heard the information before. Those who have can drop off.

Lawsuit review will continue for those interested after the meeting is adjourned.

Communication/Webmaster – Dusty Cejka - website was renewed for \$200.00. Ads will be posted under the current photo on the home page. The cost for an ad is \$250.00 a year.

Social – nothing to report at this time due to Co-Vid restrictions.

Fence Gate Project – Brad Mitchell - we have collected enough donations to complete the gate at the Lake access property. Need to get 3 bids and have received 2 of the 3. This weekend we will go over the scope of the job then report back to the board.

Old Business

Lawsuit update - Question from resident-why are we still involved in this lawsuit? The plaintiffs, Haires and Colemans went back to court Sept 17th. They met with the judge to determine their next step. The plaintiffs had come to an agreement, but did not meet the timeline. The judge ruled they needed to go back to arbitration within a 60 day period. The board decided to keep the current lawyer for any needed representation. There will be a mediator and court cost. Until this is final any additional spending will be on hold. The original arbitration had to do with a cinderblock fence that one plaintiff claimed over-lapped their property line in inches according to the survey they had conducted. The architectural committee does not approve fences, they handle looking at setbacks and elevations, and follow the deed restrictions.

Overnight parking at the clubhouse - residents next to the clubhouse are using the clubhouse parking for their personal parking needs. It is recommended that a sign stating parking for only the POA clubhouse, playground, and pool. A letter will be sent to the resident at question and a parking sign will be purchased and installed stating Parking for Village-West POA activities only.

Fire hydrants - Ms. Romano contacted the Fire department and Water Co. after the fire on Polly. The Fire department wanted us to have the water dept. info before they would meet with us. The Fire department asked Ms. Romano to contact the water company first then they would welcome a meeting. The water department responded by letter. At the October board meeting the Firefighting abilities in our neighborhood were discussed, and it was recommended that we invite both the Fire department and water department to come talk at the annual meeting in December. The consensus was that was a good idea. Commitments will be sought.

Special assessment projects and quotes

Paint clubhouse - after the replacement of the rim joists, the front will be completed with hardy-plank. The rest of the clubhouse will be completed when funds are available.

Hardy-plank on exterior - Craig will work up pricing on hardy plank for front side of the clubhouse.

New Business:

Board positions – David Richter needs to resign from the board due to family matters. JB made a motion to accept David's resignation from the board

Winter pool service - Pool will be covered at the end of October or beginning of November.

Grill donation - Mark Hocher donated a grill for the POA future use. A big thank you to the Hochers.

Open Forum - no additional discussions at this time.

An informal discussion about the Lawsuit will take place after the meeting adjourns for those that are new to the neighborhood or need more information. Mark Hocher, former VW President.

Adjournment 8:00



Monthly Board Meeting

Agenda

September 8, 2020 7pm

Online

Present	Absent	2020 Board Members
P	A	Jessica Cejka President
P		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P	A	Beverly Simms – Member at Large – Socials
	A	Dusty Cejka – Member at Large - Website
	A	Ronnie Harper-Schwakhofer Member at Large
		David Richer Member at Large
P		Brad Mitchell Member at Large

Call to Order - Online — 7:04

Quorum present - yes

Property Owners in attendance - Wayne Snyder, Deborah Howard, Dave Crawl, Kelly R., Betty and Mark Hoher, Mary Leroy, Bill and Melinda Muldoon, Craig Nidever, James Alderson, Art Simms,

Secretary - August minutes were unanimously approved. Jessica moved to accept and Sherrel was a second.

Treasurer's report - Beverly and Sherrel reviewed the financial report. Unpaid \$24 mandatory notices will go out soon. The YTD income is 24% higher than last year due to more pool key and special assessment participation. There were website advertising purchased, increased in resale packets and transfer fees. Costs were 16% lower. It would be most advantageous to build the cash on hand to be able to handle any emergencies.

Committee Reports

- Maintenance - *James Alderson and Craig Nidever - Countryside Construction provided materials, equipment and labor to repair the easement access. A thank you letter was sent out, and a Thank you places on the website. Volunteers were gathered and they began replacing the rim joists at the clubhouse. Jessica motioned for Craig to get pricing for hardy plank to complete the front of the clubhouse, Beverly was a second. The idea is to complete the front of the clubhouse this year and work toward the remaining side in the next couple of years or as monies are available. A new Village-West sign on the front of the building would be pleasing. From the Special Assessment wish list; Air conditioning Duct work pricing, pool resurfacing, and flooring will be sought.*
- Permits Report - *Architectural - JB Williamson - approved deck, tool shed and boat shed, working on a tool shed, boat shed. Pending approval on complete remodel, boat cover, new build.*
- Communication/Webmaster – *Dusty Cejka - Two web ads have been purchased with a possible third. Website was renewed for another year and will make updates. Looking for the most user friendly calendar to create and add to our website. Pool closure for this year has been posted. Thank you to Best and Countryside Construction are posted.*

- Social – *Beverly Simms*
- Fence Update – *Brad Mitchell* - *The committee arrived at a consensus for a proposed gate at the top of the POA easement. The installation of this gate and additional signage may help deter some of the unwanted traffic and keep the property for Village-West residents. The cost to build this gate will be via contribution only, at no cost to the POA. Once the funds are raise and a green light is given to proceed, additional proposals will be sought. Funds will not be solicited via e-mail from the residents. Estimate cost \$3,300.*

Old Business

- A Thank you note went out to Best Waste Services, and Countryside Construction and A Thank you placed on our website.
- Lawsuit update - Hearing set for September 17th through a zoom meeting.
- Pool Close Date - Last day for swimming October 4th.
- Special assessment projects - As stated above under maintenance, projects that are still needed will be priced out so they can be prioritized.
- Robust discussion on the fence at the Irene property. See Fence update above.

New Business -

- Report of a car parked Overnight (multiple nights) in clubhouse lot. A letter was placed on the windshield again, and the car was moved. It was recommended to place a no parking sign in the lot.
- Resident pointed out that utility poles were being used to advertise services. Brad will check into this with the utility company.
- National Night out is on October 6th. Due to the Co-Vid situation the sheriffs are not attending any events. They will provide materials if requested. Patricia will request the materials to scan and place on the website.
- Calls are in to the Canyon Lake Water and Fire Department to get some answers on preventative measures for the neighborhood.

Open Forum - Conversations covered throughout the meeting.

Adjournment - 8:35



Monthly Board Meeting
Agenda
 August 11, 2020 7pm
 Online

Present	Absent	2020 Board Members
P	A	Jessica Cejka President
P		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P	A	Sherrel Romano Treasurer
		JB Williamson Architectural
P		Beverly Simms – Member at Large – Socials
P		Dusty Cejka – Member at Large - Website
	A	Ronnie Harper-Schwakhofer Member at Large
	A	David Richer Member at Large
P		Brad Mitchell Member at Large

Call to Order - 7:05 pm

Quorum Present - yes

Property Owners attending - Teri Wilburn, Stephen, Jim Wilburn, Bill Muldoon, Silvia, Rodney, Jasper Lovoi, Mark Hocher, Betty Hocher, Wayne Synder, Carlton Albright, Dr, Crosby, Craig Nidever, Tracy Hastings, Sandra, Sally Goldberg, Jim Wilburn, James Alderson, Art Simms, Keith Markuson, Ken Romano

Secretary - July minutes were unanimously approved. Sherrel motioned and Beverly was a second.

Treasurer’s Report – *Financial reports were reviewed. Beverly reviewed July financials and year to date. Revenue increase that is worth knowing is the Voluntary Assessment of 2020, \$11,833, the 2019 was \$3,259 which is a 38% increase. This shows that the residents understand the needs and that a \$24.00 mandatory fee yearly cannot sustain us. A thank you to all the residence for helping out needs to go out. 105 pool keys were sold this year which is an 82% increase nearly \$6,000 increase.*

Our real estate fees increased as well. Sherrel will be sending out reminders to residents that have not paid there 2020 dues in September.

Expenses - *administration expenses are higher this year, questions if the ballots mailed out last year were left out in 2019 or were rolled over to another year. Overall spending was considerably less. The pool cost was reduced by covering the pool in the winter last year which helped out tremendously. 18% less spending. Revenues were up and expenses down. Profit for July \$2,814, year to date \$21,707, in 2019 \$9,000 currently \$47,096 in bank. Rolling cash value, how much do we have if no more income comes in, we could float for about 14 months.*

Sherrel reviewed the general liability insurance that is due in September. The price went up a little \$5,176 Jessica moved to pay the insurance and Brad was a second. The agent looked at other companies to make sure we were paying the best price. There was a conversation about shopping prices and recommendations that we check further on better prices. Comments about proceeding with this policy and shop around to verify, then we can still change at later date if need be. There is a Terrorism clause for \$25. Check if vandalism is under the new Terrorism clause.

Committee Reports

Maintenance - James Alderson and Craig Nidever - No maintenance projects this month.

Gravel on easement - The work will be done by a volunteer, James will check on status. Website on sign at the Y - Looked into the sign will complete this coming month. Probably a \$50 deal. Carlton volunteered to pay for the sign.

Architectural - JB Williamson - One request for a mobile home, and they were informed that Mobile homes are not allowed due to deed restrictions.

Communication/Webmaster – Dusty Cejka

Update on advertising on website, sent our e-mails asking for ads, 3 people interested. One called with interest. A Septic company and a couple of realtors, open for other businesses. Questions about how many of each industry. Conversations about competition and maybe should allow more than one per business type, do not allow more than 2 or 3. There will be a disclaimer that CLVW POA does not endorse any particular business.

Dusty looked into the resident log in. It is an extra cost on Go-Daddy, this will be looked into further.

Social – Beverly Simms - Covid still is hindering our social meetings. Welcome packets are going out. Additional e-mails have been collected but need about 230 more. Volunteers are needed to assist in e-mail collection.

Fence Update – Brad Mitchell - the committee agrees on gates at the top of the easement. All will be done by donations, leave unlocked at this time. Many thoughts and conversation on this, install the gate but not lock, some feel there should be more fencing below too. Conversation to create an amenity fee which would be all inclusive of the pool, tennis courts, basketball courts, and lake access.

In order to establish a new fee a special meeting will need to be called and the fee voted on. Or the fee may be voted on at an annual meeting. Robust conversation on the need to keep non-residents from trespassing through Village-west property and the surrounding neighbor's property. More stories came up from the surrounding neighbors about drug issues, camping at night, noise, drinking, etc. Discussions on clearing the land around the lake access on the POA property there is 20 to 25% of property that is unusable and covered by trees. The maintenance group will meet to assess. Dusty will put up a link to donate to the fence fund on the website. Many residents voiced their commentment to donate to the fence building.

Questions; Do you consider the lake access an amenities? We maintain the lake access, so it is considered our amenity. How much will the fee generate? Caution to look at all the numbers before moving forward.

Conversations on the fees for the all amenities key. This will help with security as well. A fee structure would be helpful.

Amenities can be lakeside parks, open access amenities, courts, club amenities clubhouse, pool, etc.

More conversations to come in September

Old Business

Lawsuit update – rescheduled for September 3rd at 9am

Scheduling Pool Closure: Possible date; October 7th.

New Business

Bylaw questions - Certificates are sated in By-laws, we need to clarify and clear up. Document retention started in 2016 on line. Brad has volunteered to look into the stored documents in the clubhouse. Double check on the documents still needed. The document retention looks good.

Special assessment projects: Maintenance is looking into cost of replacing rotted rim joists on the clubhouse, and air-conditioning duct work. Past President will send the AC duct work estimate for the clubhouse to current President. Many neighbors shared air conditioning companies for additional quotes. Caulking around the windows are needed. The painting of the clubhouse could be done with volunteers when covid will allow. Possible laminate floors could be added to the clubhouse, pricing will be sought. The fence and gates below the pool are in need of repair, the fence committee will investigate. Additional landscaping around the clubhouse would be nice. Craig will move forward on measuring and purchasing the materials for the rim joists.

Open Forum - Several people volunteered to assist in any repairs. Ideas were brought up for a backboard for the tennis courts or a pickle ball court. Invitation to anyone that would like to check into adding new activities, these will be welcomed.

Adjournment 9:02



Monthly Board Meeting
Agenda
 July 14, 2020 7pm
 Online

Present	Absent	2020 Board Members
P		Jessica Cejka President
P		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P		Beverly Simms – Member at Large – Socials
P		Dusty Cejka – Member at Large - Website
	A	Ronnie Harper-Schwakhofer Member at Large
	A	David Richer Member at Large
	A	Brad Mitchell Member at Large

Quorum Present: Yes

Proceedings : Call to order at 7:02 pm

Order of Business

Property Owners present: Bill Muldoon, Jasper Lovoi, James Alderson, Carlton, Mark Hocker, Marshall O’Neil Rodney, Craig Nidever, Sylvia, Jeff

Secretary - June 9, 2020, Board meeting minutes adopted by unanimous consent.

Treasurer’s Report - Beverly and Sherrel reviewed this month to date report. The POA is on a cash basis which means that revenue is recognized at the time of deposit and expenses are incurred when checks are written. June column and year to date, Income section (shows streams of revenue); The POA took in \$6,919.00 in June, and year to date \$39,930, This is an increase of \$4,402, or 12% increase from last year, this was because of pool key price increase and more pool keys sold. The increase was also due to the increase in resale and transfer fees. Operating expenses were reviewed. \$3,146, and year to date \$21,036 operating expenses last year in June were \$5,027 or 19% savings and this was due to savings in our pool maintenance mostly. Last year we paid pool maintenance year round, a pool cover was purchased which lowered the cost.

Profit for \$3,773 and year to date \$18,893. This is double from last year. This increase was due to big efforts from everybody, we had volunteers helping out. The POA took in more revenue and watched expenses.

Banking stats were reviewed, \$44,526, 2 checks did not clear so it was reconciled to our bank register \$44,282. Cash flow and P&L, month close out, Profit and loss the \$18,000 we had in profit flowed through our cash.

Referring to a comment last month about growing a reserve. The report looks at last year operating expenses then calculates monthly average with an average of \$3,258 month expenditures, and if no more revenue is taken in this year, the POA can operate for 13.7 months. When and if the POA does capital expenditures this information can help decision making.

Committee Reports

Maintenance - Repaired the pump house with hardy plank on the inside. James, Craig and Jack Catalina the materials cost was about \$170. The easement repair was addressed with the company that repaired it before, the company owner said that he would handle the repair. The website sign we would like to add to our main sign is in the works.

Architectural - JB Williamson - Can we check to make sure that the residents requesting a permit are up to date on their fees? Sherrel

Said e-mail her and she will confirm. In June, there were 2 houses, 2 sheds and 1 workshop.

Communication/Webmaster – Dusty Cejka - Due is the Website renewal, \$220. This is for the name for 2 years and the website tool for one year. This will be due in September. The advertising can be put under the picture on our website.

This could rotate. We just need to decide on how many and the cost. Question-

Can we have a private member portal? Dusty will review the possibility and see what our options are on the website tool.

Social – Beverly Simms - Because of Co-vid 19 we have not been able to spend time together as a community. We have a great group of people, so hopefully next year we will pick up the activities again. We would like to do something in the fall if possible.

Old Business

- **Lawsuit update** - mediation hearing is set for August 5th at 9am. The lawsuit was briefly reviewed by Mark.
- **Pool Close Date** - one of our neighbors tested positive for Covid-19. We were notified Sunday night, July 12th . We immediately closed the pool and facilities on Monday, July 13th. The last day the neighbor was in the pool was July 6th. The POA took immediate action to clean the pool and all surrounding areas. The pool was reopened July 16th. The board also discussed when the pool would close for the season. This will be reviewed at a later date. Last year the pool stayed open until Oct. 6th.
- **Fence at court area/amenity key discussion:** Brad is the lead on the fence committee, the committee has walked the area and collected 2 quotes and looking for 1 more. The committee met and discussed the fencing/gate needs. The discussion led back to the gate on the top of the road. Discussion about how the two different types of fencing can be achieved. The Cejka's want to keep their wood fence. Possibility of installing a 3 foot gate and keep the wood gate too. The problem is that people coming down the easement put things on top of the gate and sit on it too. The integrity is declining. One bid is for two gates, with 3 ft walk through and 8 ft. Drive through. Someone stated it looks very official, pricing is \$2,800 or \$3,300, which includes the gate lock. The neighbors on both sides of the easement will need to review and determine their needs and concerns too. Carlton questioned how the gate changed from the bottom to the top. He is concerned about the optics of the gate being built on the Cejka's property versus the POA property. Carlton said that he has been a fence professional for 25 years. The easement and problems were discussed. The easement is deeded and recorded in the county. The POA only owns the property below.

If a fence is built between the two properties the cost can be split.

The goal of the gate/fence is to keep people that are not residents out, and to earn revenue for the POA.

Several comments suggesting the board take time with the fence process. The board and the committee agree this is a process

and no one wants to rush anything through.

Someone suggested that Carlton should be involved in the fencing committee because of his experience.

- **Advertising on the website** - What do we think about the charge? \$250.00for a year? There should be one of each type of business. Jessica is going to create a flyer with details and she will send out to the board members.

New Business

- **Updating Guidelines of Pool Keys for Guests Short-Term Rentals** - The discussion brought up many problems and great ideas, the by-laws and deed restrictions need to be reviewed. This will need to be addressed in a future meeting.

Open Forum

No one had anything new at this time.



Monthly Board Meeting Agenda

June 9, 2020

7pm Online

Present	Absent	2020 Board Members
P		Jessica Cejka President
P		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P		Beverly Simms – Member at Large – Socials
P		Dusty Cejka – Member at Large - Website
P		Ronnie Harper-Schwakhofer Member at Large
	A	David Richer Member at Large
P		Brad Mitchell Member at Large

Quorum Present: Yes

Proceedings: Call to order 7:04 - Online Virtual meeting

Order of Business

Residents Attending:

Steph Vargas, Marshall O’Neill, James Alderson, Carlton, Arline, Mark Hoher, Rodney, Gary Freeland, Jime Wilburn, Sandra, Gary, Cheri, Jack Collins, Danny Cosby, Kelli R. Claire Roberts, Sylvia Johnnas, Wayne Synder, and Keisha Lovoi

Secretary - Jessica moved to approve May minutes Sherrel was a second. The minutes were adopted by unanimous consent.

Treasurer - The May Financial Statement was reviewed.

311 Dues - \$7,433, 90 pool keys - \$11,242, Associate Pool Fee \$200,

Special Assessments \$11,357, 30 donations \$1,352, Resale Certificate \$1,352, Architectural Fee \$200, Transfer Fee \$2,250

Question, how do we handle past dues? Outstanding balance reminders will go out soon.

Question, When will the pool close? We will discuss at the July meeting. Is the pool fully funded? Yes, the goal of pool key revenue was met. M.H. asked about the \$10,000 contingency fund. How are we funding this? Add this line item, and

fund it as we go. He asked the board to come up with a plan. Discussion of a cash flow report, Ronnie will get

with Sherrel on producing this report. Jessica moves to approve the May Financials, Ronnie seconds, and the

board approved unanimously.

Committee Reports

Maintenance - James reported a leak in the mens restroom was repaired, the gate at the pool was sticking,

so James filed down for easier opening and closing. Brad inquired about the pump-house repair,

James will get with Craig to look into contacting the neighbor next to the pump house.

Architectural - JB Williamson approved one carport and a storage shed. Talked with 1363 Amanda about a fence. Handled an issue about a camper on Colleen.

Communication/Webmaster – Dusty; webpage will be up to date soon, a few updates are pending. We discussed advertisements on our webpage previously. Will need to decide the cost and how many of each profession should advertise. We are tracking traffic on the website, currently there have been 2,500 hits. We would like to give an ad for BEST because they provide our trash service at no cost. More conversation to conclude the advertising. We would like to start with people in

the neighborhood to advertise, then go outside the neighborhood. Idea, A preferred vendors list of services was suggested too. Discussion on the cost and timeline of ads. Jessica will pull together our ideas and present at the next meeting for a vote. **Social** – Beverly; No clubhouse rentals so far this year. The board moved to cancel the extra cleaning fee by Ronnie, and Beverley was a second. It was unanimous to cancel the cleaning fee. When the co-vid restrictions allow, a possible game night in the fall.

2

Old Business

- Lawsuit update - The mediation was moved due to Covid 19.
- Opening of Pool and Update on Pool Keys - Jessica thanked Patricia and Sherrel for taking care of the opening of the pool and handing the keys.
- Fence at court area/amenity key discussion will be discussed. Below is a timeline to help with the discussion of the Lake Access, and Court property.

Timeline

January - March

- Survey sent to all residents
 - 164 residents responded
 - Results
 - Sell pool – 61% no and 39% yes; Sell courts – 62% yes and 38% no
 - Annual POA Membership Fee \$150-200 entitles use of amenities? 50% yes

May

- Purchased new signs for the top fence and a larger more detailed one for the fence on courts
- Two neighbors donated money to have a sheriff patrol the area
 - Sheriff said about 12 groups came through on Saturday – 4 groups were not residents
- Voted to put up fence in court area if we can raise enough money through donations only.

June

- Discuss plan for amenity key and fence project - There are 2 quotes \$3,000 and \$5,000 for the abstract idea of approximately 79 ft. Of fence. When the committee determines the specific location, and materials 3 bids will be sought. The quotes and all pertinent information will be presented at the August meeting. Donations have not been taken yet, although someone did send some money in. James moved to establish a Fence committee, Jessica was a second.
- Development of fence committee. The fence committee consist of Brad, James, Jasper Love, Rodney Sandoval, Russell Gra-bois, and Daniel. 79 feet. James nominated Brad Mitchell to chair the fence committee, Beverly was a second.

July

- Review fence committee recommendations
- Send out notices for special meeting in conjunction with August meeting

August

- Hold special meeting
- Vote to create an Annual POA Amenity Membership Fee.
 - This would assist in offsetting the operating/maintenance costs for amenities to remain open. Special assessments may still be needed some years to fund special projects.
- Begin collecting donations for fence

September (or sooner if funds are collected)

- Begin fence project

December

- Post notice on fence/gate notifying residents that beginning January 1, 2021 you will need to be a paid POA Amenity Member household to access area
- Distribute keys at annual meeting

2020 – plan and initiate

2021 – implement

2022 – re-evaluate and revise plan

Open Forum on Fence: Robust discussion was held on the Lake access/courts property. All amenities add value to the neighborhood and each home. The committees process needs to be clear and clarify that all amenities are included. The board is working on a 5 year cost of ownership for the amenities. Drawings for the fence, and quotes will be presented to the residents.

Discussion of the property lines and the easement history. Question on the fee charge. The cost of ownership will provide guidance for the cost of the amenity membership fee.

James nominated Brad to head up the Fence committee, Beverly was a second. The committee is listed above under the June timeline. Can we have the committee provide the specific information on the design of the fence, the timeline and have a big picture of the amenity membership key. How will this information be presented to the public? Through stated rules for Special Meetings found in

the POA By-Laws. Concerns voiced about the need to be open and transparent with all details of the project. Concerns that all costs are presented to the owners. What are we going to call this? How much will we charge? Details will be addressed at the July meeting and the Special Meeting. The fencing of the Lake Access/court property is to improve property and to raise future revenue. Selling the property will be the last resort.

3

New Business

- Community garage sale suggested to raise a little revenue and build community good feelings for the fall and will be discussed at future meeting.
- The easement on the Irene property was washed out with the last storm and a large crack was created. It has been fixed twice over the years by Countryside. James will reach out to the owner. Flag with profanity on Cindy. The sheriff was consulted, they suggested a letter to resident. Gary will discuss the flag with the resident.

Open Forum

Suggestion to put our website information on the back of the sign at the V. Question about adding the current homeowners to pay a fee for adding outbuildings on property. That was decided in the past no fee would be charged to current owner. Question about noise in deed restriction, like cutting their lawns at 6am. It was discussed, talk to your neighbor, or call the sheriff. The Sheriff will come out for noise late at night. Comal County has a decibel level around 11 pm. Question, Can the short term rentals use the amenity key? We need to discuss if the amenities can be used by the renters. Is a date set on a special meeting? Online meetings are great, but We would like to have the Special Meeting in person. Jessica tried her hotspot to see if we can have both for future meetings.

Meeting adjourned: 8:45



Monthly Board Meeting
Agenda
 May 12, 2020 7pm
 online

Present	Absent	2020 Board Members
A	P	Jessica Cejka President Daniel Giles Vice President
	P	Tricia Buford Markuson Secretary
	P	Sherrel Romano Treasurer
	P	JB Williamson Architectural
	P	Beverly Simms – Member at Large – Socials
A	P	Dusty Cejka – Member at Large - Website
	P	Ronnie Harper-Schwakhofer Member at Large
	P	David Richer Member at Large
	P	Brad Mitchell Member at Large

Order of Business : On-line Meeting called at 7:04

Introduction of Board members

Secretary - April minutes were unanimously approved

Treasurer - April financial statement was reviewed including an overall yearly update. There was a question on the March monthly financial, and it will be looked into.

Committee Reports:

Maintenance - James Alderson and Craig Nidever - The back of the pool house is rotted out, a discussion with neighbor about how to proceed to fix due to the position of the fence will need to occur. Craig will visit with the neighbor. Cutting down cedar post was discussed. If additional cedars are needed to be cut, just tie a ribbon to identify.

Architectural - JB Williamson - New home construction fee was discussed. Motion to raise the new construction to \$200. Motion for \$200.00 was withdrawn after further discussion of surrounding area charges. New motion to raise new construction fee to \$250. Move by Carlton, second by James, and unanimously voted in. The decision to change the fee is consistent with surrounding fees in the area.

Communication/Webmaster – Dusty Cejka Making changes and updates to the webpage when needed. Looking at advertising space. In the past, about 15 years ago, we had advertising on the website.

Social – Beverly Simms - There is a request for a rental May 31st, discussion of Covid rules, 25% occupancy, common areas need to be wiped down with sanitizer. Cleaning was discussed. A cleaning fee of \$25 was discussed for a sanitizing fee. Danny Crosby moved, James Alderson seconded and all in favor. It was moved to change

Old Business

- Lawsuit - Mitigation date was moved to June.
- Opening of Pool - Keys disbursed May 16th, May 20th, and May 30th. A flyer was mailed to all Pool Key holders. Pool key fund is at 56 keys, Governor is speaking May 18th, We are a class C swimming pool, Guideline, Our pool is 120 occupancy and we can operate at 25%, we will postpone our ice cream social until the Fall.
- Increase architectural fee — see above under Architectural-fee was increased

- Financial situation — courts (Sell/fence?) Our insurance is high due to the current lawsuit. \$14,00 loss for 2020. Looking at 5 years out. If things stay the same we will not have any Funds. 2019 income \$44,000 expenses \$41,000. We have gotten ourselves in a hole.
- The sign at the V is level. It is an optical illusion that the sign is sinking on one side

New Business:

Drop box at clubhouse - A resident contacted the board and wanted to add a lockbox at the clubhouse. The residents offered to provide it. Comments were made. Drop boxes are known to be robbed. There will be a follow up and tabled to next meeting. Discussion to continue the online meetings even when we have the in person meetings.

It would be nice to upgrade the PayPal link to pay all fees.

Survey Information:

The Survey ended March 30th and the results were discussed. When asked about paying extra to maintain the amenities, half said they would pay extra, but it does not show in the revenue. Every year we rely on the Special Assessments to operate. 15% paid special assessment. 65/35 split the People wanted to keep the pool, and people that wanted to sell the courts. We received 164 responses to the survey. We put it on the website, and sent it in the yearly statements.

Comment from resident - Most people don't know there is lake access.

The first survey didn't mention do you want to get rid of the courts, it did not mention the lake access.

The 2nd survey mention if the lake access is gone the neighborhood always has Turkey Cove.

Open Forum:

A robust discussion occurred on the survey results and the topic of the Lake access property.

- There are more and more people accessing the Lake that are not residents of Village-West.

The neighbors are experiencing drunken behavior, fire building, trespassing across the neighbors properties, and increased trash.

- The discussion has led to putting up a fence with a lock, so the residents and their guests can enjoy the Lake.
- The type of fence and gates were discussed. 8 foot chainlink.

Two fence companies came out to give a quote. It is suggested to run from the neighbors retention fence to the tennis courts and a piece of fencing on the other side of the basketball courts. The gate would be keyed This would keep out non-residents. This would allow us to keep the property for residence, give us revenue.

- 2nd option is to sell the property.

If the property has to be sold, there would be a special meeting. We are trying to keep all the properties.

Property value was discussed. The value of the tennis courts is \$4,000. But could possibly be sold for \$25,000 or 30,000. The property could sell for vacate and replot to the current residence that border the property. Someone suggested to raise revenue with special events. The private property lot that has the easement is buildable, but the POA property is not. It is below the 948 line. Discussed the history of the easement was discussed, 2002.

- We need signage, and fencing. Everyone should be signing a release indemnification for our amenities for further security.
- Someone mentioned The Oaks lake access park, it was very nice and they kept everything under control with a gate and they developed a relationship with the COE and sheriff. They have posted signs. The keys cost \$150 a year.
- Currently The Army Corps will not enforce anything. The Sheriff dept. needs to enforce the laws.
- One resident said they called the sheriff twice and they were very reluctant. The Sheriff has been very visible on Ramp #2.
- The Sheriff dept. said all properties are having this issue. They said the other properties are looking at fencing and locking too. The Sheriff dept. does provide security for \$40 an hour, with a 4 hour minimum. The surrounding neighbors are willing to pay for the security for Memorial weekend.
- Different ideas were discussed to help the families with Kayaks.
- Someone mentioned the Barbara property, and how people sometimes, trespass on their properties to access the lake.
- Key card access would be great. Cameras would be great too. One resident believes the pool drains all the money. He felt the waterfront property is the most important. Collecting e-mails to communicate, use emails, postcards, sign at the Village-West sign. Next-door app you can find emails. Sign by the V.
- Revenue possibilities - Maybe a vending machine. Newsletter? Money issues, ping some of our business people in the area. Advertising on our website or at our clubhouse walls. Realtors would be interested.
- There is a cost of ownership. Board is developing a 5 year cost of ownership plan. If we continue down the same path, we cannot maintain any of our amenities.

Adjournment : 10:05



Monthly Board Meeting
Agenda
 May 12, 2020 7pm
 online

Present	Absent	2020 Board Members
A	P	Jessica Cejka President Daniel Giles Vice President
	P	Tricia Buford Markuson Secretary
	P	Sherrel Romano Treasurer
	P	JB Williamson Architectural
	P	Beverly Simms – Member at Large – Socials
	P	Dusty Cejka – Member at Large - Website
	P	Ronnie Harper-Schwakhofer Member at Large
A	P	David Richer Member at Large
	P	Brad Mitchell Member at Large

Follo-up meeting: On-line Meeting began 10:37 am

To follow-up the meeting of May 12th.

Summary:

- New fee schedule for Clubhouse rental was updated and will be posted to website
- Text to add to rental contract for new fee
- Due to COVID, additional guidelines as outlined by the state will need to be followed:
 - Capacity not to exceed 25%
 - You will need to provide hand sanitizing stations for your guests
 - Anyone serving food should wear gloves and a mask
 - Tables can have 6 chairs and must be 6 feet apart
- We will be having the clubhouse professionally cleaned after the event so there will be an additional \$25 sanitization fee in addition to the \$75 rental fee. All is subject to change pending any additional requirements per the governor
- **Fence** - continued conversation on the survey results and the lake access concerns. As a board how do we address the sentiments of the majority as resulted on the survey. The idea of the fence helps us keep all amenities, secure our parameter and raise more revenue in the future. A robust conversation about the pros and cons of fencing the Lake access, tennis courts, and basketball court property off of Irene.
- Many great ideas were presented to help the POA raise revenue to maintain all of our amenities. Food Truck, Advertising on our website, increase clubhouse activities. Website advertising – love the idea suggested – discussed after some research, need to continue evaluating how many and how to determine the categories of businesses.
- There are security issues on this property, increased foot traffic has led to increased problems. Non-residents are accessing the property, increased trash, alcohol consumption, profanity, campfires, and more. The sheriff is called and sometimes they arrive too late or they are not unwilling to walk down to the lake area.
- Signage is believed to be one idea to help regulate the problem. Signs are being ordered and will be installed for Memorial weekend. Also, the Sheriff dept. is being hired to be on site for 4 hours Sat. and Sun. A few residents volunteered to pay for this service.
- The board presented an idea to add locks on the amenities at the Irene property. A special meeting would need to be called to vote for an Amenity member fee, for a keyed access of all the property amenities.
- A five year cost of ownership projection is being conducted by the board to provide detailed financial information for the residents of Village-West.

- **VOTE:** A vote was called to move forward with the fencing at the Irene property with stipulation that donations would pay for the fence, and it would not come out of the current budget. Also, the vote carries a condition on having a conversation with the attorney to clarify. Jessica moved to vote for the fence, Ronnie was a second.

- A Quorum of 15 was in attendance with 9 yes, 3 no, and 3 no vote.

Patricia Buford, Ronnie Schwakhofer, Sherrel Romano, Beverly Simms, JB Williamson, Gary Freeland, Mark Hoher, Andrea, Kelli, Sylvia, Suzanne, Carlton, Sandra, Betty Hoher, Vicky Gearland
Carlton, Jessica and Dusty Cejka recused themselves.

- **FUTURE:** A special meeting will be called to vote on further improvements of the Irene property.

To follow-up of POA responsibility of securing the parameter of all property, a meeting will be called to vote to install a locking mechanism to secure the property.

Adjournment : 12:00



Monthly Board Meeting
Agenda
April 14, 2020 7pm
online

Present	Absent	2020 Board Members
P	A	Jessica Cejka President
		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P		Beverly Simms – Member at Large – Socials
P		Dusty Cejka – Member at Large - Website
P		Ronnie Harper-Schwakhofer Member at Large
P		David Richer Member at Large
P	Brad Mitchell Member at Large	

Order of Business

Call to order - 7:05 first Zoom meeting for our POA.

Secretary - Tricia

- March meeting minutes were approved and are posted on website and in the marquee

Treasurer - Sherrel

- 2020 Statements
 - Sherrel gave an update on our current financials - Financials read and will be posted on the website.

Committee Reports:

Maintenance - James Alderson reported the Tennis court clean up went very well, and gave kudos to all the helpers. Water is accumulating on the pool cover and will be pumped off soon. A pump was purchased and Craig needs to be reimbursed.

Architectural - JB Williamson said there are 2 new constructions and 2 carports. David and Brad, one of them will be the second opinion on the Architectural review. The Architectural fees were discussed, Jessica will look to other neighborhoods to determine if we charge what other neighborhoods charge for a new constructions architectural review. Jim shared what was charged in the past

Communication/Webmaster – Dusty Cejka: boat ramps were closed on Easter weekend. Dusty reported County up-dates during the meeting. Dusty found the forms and information on the website for the Architectural form, but the fee will need to be added.

Dusty reported the website was up to date.

Social – Beverly stated social gatherings are delayed at this time due to the Covid-19 and waiting for new County and State directives.

Old Business

- Opening of Pool - The goal was to open the pool by May 15th, due to the Corona Virus, this is undetermined at the time. The next probable time will be the first of June. Still undetermined until guidance from Comal County. Jessica shared what other counties are doing for the Covid 19. The pool quotes were discussed and a decision was made. There was a unanimous vote to have Frontline Pool and Services take care of the pool when it is opened. They are certified on our variable speed pump. The service when opened, will be 2 times a week. We need to add additional help for the pool, such as a neighborhood pool committee. The goal is to have volunteers from the neighborhood to help keep the pool clean and in good shape.

This committee will brush the sides, check the skimmers, make sure the pump is running a couple of times a month, and remove any visible debris when necessary. All of the previous year's pool personnel that clean, open and close the pool have been contacted, and they are all set to go for this year. The lock has been reinforced and rekeyed and ready for opening.

- Survey results as of March 5th – 164 have completed survey Discussed the results through the meeting.
 - Sell pool – 61% no and 39% yes
 - Sell courts – 62% yes and 38% no
 - Pay extra – 50/50
 - Dissolve POA 77% no and 23% yes

Many comments were made about maintaining the access to the lake.

- Tennis/Basketball Courts.
 - Signage – private property signage was discussed, will be voted on at a later date.
 - The committee for the Tennis/Basketball courts did a wonderful job of power washing the courts, removing the broken basketball pole and net, and trimming the beautiful tree on the property. They also trimmed trees around the lake access path and burned the limbs.
 - The neighbor, next to the path, allowed the use of his hose and water for cleaning and fire protection. To thank him, it was decided to give him a thank-you gift.
- Block captains – on hold
 - Revision of Bylaws – will form a committee and review later this year
- Lawsuit - They were going back to a mediation in April, that was pushed out to June 2020.

New Business

- Database updating - We would like to update the current resident's information especially their e-mails for future e-mail blasts.

To sustain everything, we need to pay a single fee for all amenities. An Amenity key and this would include Lake access to get more buy in. Possibly a gate on the lake access path across the front of property with a lock. Jessica said she would have to put a gate on her driveway too. We can lock lake access. This could help our non-resident issue and extra trash.

Open Forum - Discussions on Comal county and state orders for Corona Virus. The Easter weekend orders of all Comal Boat ramp and park closures is over. Placement of new signs was discussed, it was decided the playground, clubhouse and pool remain closed. Signs are placed on all POA amenities until April 30th, or when the County determines a new plan.

The survey results were briefly discussed. The majority does not want to dissolve the POA, and want to keep the amenities.

It was discussed that the POA may have hurt fee collection by separating out the amenities, such as the pool. It was discussed that one amenity fee to take care of all properties would be a better solution. All the amenities add to the value of Village-West properties.

Every year we are begging for money to take care of maintaining all the properties. The survey comments indicated that residents are definitely in favor of the lake access, but would prefer to sell that property over the pool. In the conversation though, several said when they asked around, residents were not aware of the access.

David talked about trash situation around the courts. He will check into cans and bags. More conversations on the Covid-19 regulations and responsibilities. Austin County extended their stay at home until May 15th

Adjournment - 8:14



Monthly Board Meeting
Agenda
 March 10, 2020 7pm
 Clubhouse – 1262 Amanda

Present	Absent	2020 Board Members
P	A	Jessica Cejka President
P		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P		Ronnie Harper-Schwakhofer Member at Large
P	A	David Richer Member at Large
		Brad Mitchell Member at Large
P	A	Dusty Cejka Webmaster
		Beverly Simms Social Chairperson

Order of Business

Call to Order: 7 PM

Introductions of the Board Members and Members in attendance

Secretary - Tricia

- Minutes from February meeting were approved as placed on the website.

Treasurer - Sherrel

- 2020 Statements - February financials were presented
 - Update on how what we have received so far - Pool Keys 40 = \$5,000, Volunteer Assess. 81= \$9,072,
 - Dues 221= \$5,304, 2019 37 = \$888, 2018 Dues 8 = \$96, Donation 20 = \$870.00
 - Opening of Pool? - Goal was 100 homeowners to pay by 4/1/20 to open pool. The current numbers are short, deadline is April 1st. The floor was opened for comments on opening the pool. One thought is to use funds from the special assessment to make up any difference.
 - See open discussion for further comments.

Committee Reports

Maintenance - James Alderson attended. He thought the main sign looked fine. It was discussed that we need to put a level on it to determine.

Architectural - JB Williamson reported 2 carports and a new home build.

Communication/Webmaster – Dusty Cejka - no report

Social – Beverly Simms - Beverly announced the Bunco night at the clubhouse was successful. The night will be the 1st Wednesday of the month, 6-8pm Men and Women are invited, and the past game night had 22 people in attendance. Beverly is revisiting the new-comer package.

Old Business

- Survey results as of March 5th – 164 have completed survey
 - Sell pool – 62% no and 38% yes
 - Sell courts – 61% yes and 39% no

- Pay extra – 50/50
- Dissolve POA 77% no and 23% yes

- **Tennis/Basketball Courts**

- Signage – private property – this needs further consideration for size, design and price. An estimate has been secured from FastSigns in New Braunfels for one design.
- Brad asked if the board has heard from the Insurance company. The attendees wanted to know if the courts were going to open soon. It was stated the board is waiting for the survey to determine the opening of the courts.
- Someone asked who determined the closure of the courts. It was discussed that the previous Board members made that decision based on safety concerns. Brad volunteered to call the insurance company, and he is willing to get any quotes needed to open the courts.
- Issue of access, the members think a key lock would be best. It was brought up that there is a product, Crack Repair for \$86.95 a gallon. The Spooners volunteered to pay for the paint if the tennis players are interested in painting the court. **Daniel made a motion to open the tennis court, with the understanding the tennis court committee would make the repairs. POA will cover the cost of the new locks and keys. A second was made by Patricia and the motion was carried.** Need to determine date for repairs. David Ricker is the Tennis Court chair. Alderson will get everyone together with Craig Wednesday at 10am.

New Business

- Revision of bylaws – tentative meeting afternoon of April 14th before the board meeting

Open Forum

- The secretary brought up the point how important all the amenities are. She presented different ideas such as; get quotes starting with the current pool service to include neighborhood volunteers to help offset the cost, these volunteers would clean skimmers, skim leaves out and brush the sides on a schedule, The current service, Ruby Flinn, gives best price possible for service; we get quotes from other service companies, Open the pool for a shorter time period, Memorial Weekend to After Labor Day, Decide to open the pool and push to sale keys using the website or Next door Neighbor and send an e-mail blast. Signs could be posted in the neighborhood listing dates available to pick up keys. Possible dates, April 25th 10-12, April 23rd or 28th 5-7, Opening Day May 2nd, Ice cream social 10-2.
 - Sherrel asked who would be interested in volunteering to clean the pool. It was discussed that people buy pool keys after the opening day there were 20 - 30 last year. She talked about how many people wanted the key the last minute.
 - A postcard mail out will go out to members who previously purchased a key to draw interest.
 - Ronnie reminded us that Jeremy from the pool service previously spoke at a board meeting.
 - New fees were discussed; Fee structure must have a special meeting to determine new fees.
 - **Daniel made a motion to vote tonight to open the pool using some of the special assessment to offset the cost if needed. Daniel called to open the pool, Sherrel 2nd and motion was carried.**
 - There is time to sell additional keys and to raise pool money.
- Some ways to raise additional money were discussed; adding a flyer or letter on the website to help people understand the value of the amenities. One member wrote a great letter explaining and encouraging financial participation. Another member thinks a sales “spiel” for the amenities would encourage participation. How and when did the tennis court access move? Currently there is a 10 ft. easement on the left side for access. Members discussed how nice it would be to have parking around the lake access and even cart access.
- An attendee wanted to know if there was a map of the POA property at the lake access. It was suggested that the Corp of Engineers would be a great place to start to find one.

Adjournment - 8:20pm



**Monthly Board Meeting
Agenda**

*February 11, 2020 7pm
Clubhouse – 1262 Amanda*

Present	Absent	2020 Board Members
P	A	Jessica Cejka President
P		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Sherrel Romano Treasurer
P		JB Williamson Architectural
P	A	Ronnie Harper-Schwakhofer Member at Large
		David Richer Member at Large
P		Brad Mitchell Member at Large

Quorum Present: yes

Proceedings: call to order 7:03pm

Introductions - (Property Owners in Attendance) Keith Markuson, Deborah Howard, Gary Freeland, Beverly and Art Simms, Randy Roberts, Ken Romano, Chuck Schwakhofer,

Order of Business

Secretary - Tricia

- Board approved minutes from January meeting, posted on website and posted at POA clubhouse marquee.

Treasurer - Sherrel

- 2020 Statements mailed January 31st.
 - Mandatory \$24.00 assessment fee, 2020 Pool Access Fee - \$125.00 (refundable if pool doesn't open), Voluntary special assessment \$112.00 (based on Projected Budget)
 - As of this date 74 mailed surveys received, 15 pool fee, 64 mandatory dues, 3 donations

Committee Reports

Maintenance - James Alderson and Craig Nidever not present, a resident commented on the neighborhood entrance sign, thought it looked like it was leaning. Jessica will request maintenance to take a look at it.

Architectural - JB Williamson

- 2nd board member approved the request from Allen Webb 2174 Colleen that was requested Jan 22nd to extend their driveway and add a sidewalk from front gate to front door, they have approval from Comal county
- Possible new request on Website, President will send to Architectural chairman, JB.

- Recommended that Architectural requests have a second sign off, with the preference to bring the request to the meeting.

Communication/Webmaster – Dusty Cejka was voted in as the new Web Master by the Board.

Social – Tricia Markuson

- Bunco update January game was well attended.
- Beverly Simms was voted in as the new Social Chairman by the board.

Old Business

• Survey

- \$100 reimbursement to Jessica for survey monkey expense
- Link for PayPal ready
- survey on line, only 9 received so far, may need to be tweaked.
74 surveys mailed in as of this meeting.

Opening of Pool –Need 100 homeowners to pay pool access fee by 4/1/20 to open pool. Budget requires a total of \$11,100.00 (includes all Pool Service & Labor for opening/closing/cleaning)

- Ruby Finn Pool Service contract, Contract will be renewed April 1st if pool opens
- Aerobics class, Contract will be renewed April 1st if pool opens

• Tennis/Basketball Courts

- The courts are closed due to poor condition. Resurfaced 5 years ago. A quote to resurface was \$15,000.
- Signage – the need for additional signage was discussed, tabled for later.
- A new resident said she bought because of the lake access. Hated to lose that access. Noted that the website did not indicate the closure of the tennis court. This will be added by webmaster.

New Business

• Resale and Transfer Fee increase

- Currently we charge \$150 for transfer fee & \$125 for resale certificate.
- Canyon Lake Hills charges \$275 for transfer fee & \$260 for resale certificate.
- Recommendation: Increase to \$250 for transfer fee & \$225 for resale certificate, through discussion of board members and attendees, The increase was voted in to raise the fees Transfer Fee to \$300 and Resale Fee to \$275.
- Letter will be sent to Title Companies Feb 14th stating the increase which will take place April 1st.
- Discussed how many new homes are sold in a year, approximately 5 per month. Everyone in attendance agreed the increase is minimal, majority agreed on increase.

• Block captains - Amanda (James & Cyndi Alderson), David Fisher (Connie), Beverly & Art Simms (Colleen), Jeff and Tracy Hastings (Amanda), Daniel Giles (Harriet), Wilma Stice (Patty). Discussed the need for more block captains and asked the attendees interested to please sign up. It was discussed to have the Block captains contact property owners to see if all understood the 2020 statements or if they had any questions. The timeline would be March 1st to begin contacting the owners.

• Revision of bylaws – tentative meeting afternoon of April 14th before the board meeting - Revisions began under the last Board President, Mark Hochoy. Some attendees asked if they could be part of the committee.

Open Forum

In reference to statements - Randy and Brad discussed their idea for a flyer to reduce any confusion and relay information to clarify the money needed. They want to simplify the information. The flyer was discussed and it was recommended to put some of the information on line.

Tennis Court/basketball court was discussed, Brad would like to be a member of the group to look at the courts. Locks may need to be replaced. Question; Have you ever thought about getting rid of the Courts - It would be \$8,000 to rip them out. Someone asked if there was a map of the area around the lake access. It was stated the the area mowed around the tennis court/basketball courts and lake access is mostly the POA area. Signage will help clarify area. New owner information needs to go out to the buyer as soon as all information is received. At closing the Title companies should be informing new owners of webpage for Village West POA information.

CANYON LAKE



Monthly Board Meeting Minutes

January 14, 2020 7:00PM Clubhouse – 1262 Amanda

New 2020 Board Member attendance: check as appropriate

Present	Absent	Board Member
P		Jessica Cejka President
P		Sherrel Romano Treasurer
P		Daniel Giles Vice President
P		Tricia Buford Markuson Secretary
P		Ronnie Harper-Schwakhofer Member at Large
P		JB Williamson Architectural
P		David Richer Member at Large
P		Brad Mitchell Member at Large

Quorum Present: yes

Proceedings: Call to order at 7:00 PM

ORDER OF BUSINESS

INTRODUCTIONS (Property Owner Attendees/Sign in Sheet) 33 people signed in

SECRETARY

December 6th 2019, Board Meeting Minutes adopted by unanimous consent – will be posted on website & marquee downstairs

TREASURER - Transition to QuickBooks On Line

Financial Reports – Close of Business December 2019
2020 Cash Projection -final

ELECTION

Election of Officers -Nominees (job description in POA By-Laws – posted on website)

President - Jessica Cejka

Vice President - Daniel Giles

Secretary - Patricia Buford Markuson

Treasurer – Sherrel Romano was elected at Sept. 2019 meeting to begin
January 2020

Candidates for open positions on committees:

Web-site – Jim Ruffing offered to assist new person which is Dusty Cejka

Social – current person, Tricia, would like to be a candidate for board position- Secretary

Committee Reports

Maintenance - James Alderson and Craig Nidever will remain on as committee members

Architectural - JB Williamson

Webmaster - Dusty Cejka, with Jim Ruffing, helping in the transition

Social -Looking for a Social committee leader. No clubhouse rentals occurred in December.

Old Business

- Survey – mail to ALL property owners with 2020 statements, projected end of January to be mailed with results of survey will determine future of POA
- 2020 Statement – draft of actual statement includes 1) mandatory \$24.00 assessment fee; 2) 2020 Pool Access Fee - \$125.00 (refundable if pool doesn't open); 3) Voluntary special assessment \$112.00 (based on 2020 Projected Budget). Statements will be mailed out at the end of January and will include clarifying language of each line item.
- Directors & Officers Liability Insurance – loss report & response re: # of board members having impact on premium- response: not a factor, premium based on claims history & financial condition
- **Opening of Pool in 2020** – deadline for receipt of money by **4/1/2020**, Pool will not open unless the total needed for seasonal operation exist. Refundable if pool does not open. Budget requires a total of \$11,100.00 (includes all Pool Service & Labor for opening/closing/cleaning)

New Business

- Change date of meeting to Saturdays - discussed and still in discussion, maybe a quarterly change in future.
- Signage at tennis courts – concerns of liability issues, signs are posted, will investigate if more are needed.
- The Aerobics class is requesting a new contract.
- The Tennis players would like the closure of the court to be readdressed.
- Discussions about creating block captains in order to communicate with the property owners. Several people volunteered. More volunteers needed to cover the neighborhood.\

Open Forum

- Discussed Insurance costs. They are high for the POA because of a previous lawsuit and a current suit. A 3 year period must occur for the insurance premium to be reevaluated.
 - Suggestion that Resale fees be increased.
 - The 2019 survey was discussed, about half the attendees took the last survey on-line. The new survey was discussed. The new survey will be mailed with the 2020 statement.
 - One attendee suggested to simplify the questions and condense them to two questions on the new survey.
 - Pool key fee was discussed, the pool maintenance cost and lack of participation last year has made the need to charge a higher fee with a specific number of keys sold to keep the pool open. Questions about the ability for Renters to have access to the pool, they can with proof of rental agreement and notification to the landlord. Associate memberships are offered too.
 - Discussions of creating a Membership fee for all amenities occurred. Several stated they do not use all of the amenities.
 - Discussions about creating block captains in order to communicate with the property owners.
 - The tennis court was closed due to poor condition. The court was resurfaced 5 years ago, and is in need of maintenance. A quote to resurface was \$15,000. There was a question if the tennis players could pay a key fee and sign a waiver. Tennis players would like to revisit the closure.
-
- Kudos to the POA by one of our property owners, Mr. Scantling thanked the board. Nice to receive kudos.

Adjournment - 8:25 PM