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## **WPOA Monthly Board Meeting Minutes**

May 18, 2022, 7:00 p.m.

WPOA Administrative Office 106 Pleasant Valley Road

Present: Peterson, D'Angelo, Potts, Little, Carrera, Massey

Absent: Porterfield, Athy, Valentin

General Members: 5

Meeting was called to order by President Peterson. Pledge recited.

Approval of Agenda: Motion-Carrera, 2nd-D'Angelo. Ayes passed.

Approval of Minutes of 3/16/2022 and 4/20/2022:

Motion-Carson, 2nd-Athy. Ayes passed.

Guest Speakers: David Wright, North Hays Co. Firefighter. Subjects

covered: Burn hours 1 hr. after sunrise and 1 hr. before sunset. Fire must be put out completely. There is sufficient firefighting coverage in Hays Co. even if no hydrant nearby. Mr. Wright educated us on alternate methods of bringing water to a fire site. Even when there's no burn ban it's important to look at the weather conditions before burning.

Agenda Items:

Night Sky discussion. D'Angelo to find a speaker to educate.

President Report (Peterson):

- Go through the office before you buy anything for WPOA.
- Late fees on dues increased to \$25, effective immediately.
- Mobile summer camp approved and happening
- Peterson will not be here at June meeting.

Treasurer Report (Peterson for Valentin):

- On budget.
- Dues coming in.

Roads Committee Report (Massey):

- Establishing a plan for future road improvement.

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ACC Committee Report (Eichelberger):

- Currently 3 new build permits, 3 fence and some misc. storage units.
- New policy for ACC: all new build permits are looked at by committee for approval.

Parks Committee Report (Potts):

- Repairs continue as needed, small destructions and thefts continue (i.e. basketballs, washers) but no major. Volunteers are refurbishing the disk ball areas.

Action/PR Committee (Peterson for Valentin):

- Garage sale was a success.
- New sign ordered. Will put outside office for WPOA announcements.

Break at 7:52

Moved to Executive Session at 8:00. Short discussion of current concerns.

Motion to adjourn - D'Angelo, 2nd-Carrara. Ayes passed.

Meeting adjourned at 8:04 p.m.

Respectfully Submitted

*Due Carrara - for Sarah D'Angelo*  
Sarah D'Angelo, Secretary

**Woodcreek Property Owners' Association**  
**Profit & Loss Budget vs. Actual**

07/20/22

January through June 2022

Accrual Basis

	Jan - Jun 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest Revenue	0.00	0.00	0.00	0.0%
<b>Revenues</b>				
Interest Income	342.67	625.00	-282.33	54.8%
<b>Maintenance Fees</b>				
POM Fees	212,187.94	235,000.00	-22,812.06	90.3%
<b>Total Maintenance Fees</b>	212,187.94	235,000.00	-22,812.06	90.3%
<b>Other Fees Collected</b>				
ACC Fines	2,660.40	2,700.00	-39.60	98.5%
Approval Fees	25,537.00	57,500.00	-31,963.00	44.4%
Late Fees	8,053.80	1,250.00	6,803.80	644.3%
PayPal Fees Collected	1,206.65	750.00	456.65	160.9%
Resale Certificate	22,625.00	43,500.00	-20,875.00	52.0%
Statement of Account Fee	5,200.00	5,200.00	0.00	100.0%
Transfer Fee	14,225.00	11,200.00	3,025.00	127.0%
<b>Total Other Fees Collected</b>	79,507.85	122,100.00	-42,592.15	65.1%
<b>Other Income</b>	0.00	0.00	0.00	0.0%
<b>Total Revenues</b>	292,038.46	357,725.00	-65,686.54	81.6%
<b>Uncategorized Income</b>	12.75			
<b>Total Income</b>	292,051.21	357,725.00	-65,673.79	81.6%
<b>Gross Profit</b>	292,051.21	357,725.00	-65,673.79	81.6%
<b>Expense</b>				
<b>Administrative Expenses</b>				
Miscellaneous Expense	48.00	1,000.00	-952.00	4.8%
Note - Sage Capital Mortgage	9,726.72	20,000.00	-10,273.28	48.6%
<b>Office Expenses</b>				
Janitorial Supplies	151.67	500.00	-348.33	30.3%
Office Equipment	1,605.03	1,000.00	605.03	160.5%
Office Supplies	1,330.75	1,750.00	-419.25	76.0%
Postage	356.61	1,500.00	-1,143.39	23.8%
Software & Licenses	897.99	1,200.00	-302.01	74.8%
Telephone & Internet	1,160.31	2,200.00	-1,039.69	52.7%
Webpage Maintenance	587.95	700.00	-112.05	84.0%
<b>Total Office Expenses</b>	6,090.31	8,850.00	-2,759.69	68.8%
<b>Other Administrative Expenses</b>				
Audit /Tax /Accounting				
Accounting	3,767.50	6,000.00	-2,232.50	62.8%
<b>Total Audit /Tax /Accounting</b>	3,767.50	6,000.00	-2,232.50	62.8%
Insurance - D&O/Prop. Liability	5,829.10	14,000.00	-8,170.90	41.6%
<b>Legal Fees</b>				
Legal Fees Paid	533.00	20,000.00	-19,467.00	2.7%
Legal Fees Reimbursed	-1,106.00			
Legal Fees - Other	8,614.00			
<b>Total Legal Fees</b>	8,041.00	20,000.00	-11,959.00	40.2%
<b>Special Events</b>	302.03	1,250.00	-947.97	24.2%
Worker's Compensation Insurance	250.00	250.00	0.00	100.0%
<b>Total Other Administrative Expenses</b>	18,189.63	41,500.00	-23,310.37	43.8%

Woodcreek Property Owners' Association  
**Profit & Loss Budget vs. Actual**  
January through June 2022

	Jan - Jun 22	Budget	\$ Over Budget	% of Budget
<b>Personnel Expense</b>				
Contract Services	0.00	2,000.00	-2,000.00	0.0%
Employment Taxes	1,690.10	2,700.00	-1,009.90	62.6%
Payroll Fees	773.26	750.00	23.26	103.1%
SALARY-CLERICAL	2,170.75			
Salary - Office Assistant	0.00	7,000.00	-7,000.00	0.0%
Salary - Office Manager	18,750.00	40,000.00	-21,250.00	46.9%
Personnel Expense - Other	4.00			
<b>Total Personnel Expense</b>	<b>23,388.11</b>	<b>52,450.00</b>	<b>-29,061.89</b>	<b>44.6%</b>
<b>Total Administrative Expenses</b>	<b>57,442.77</b>	<b>123,800.00</b>	<b>-66,357.23</b>	<b>46.4%</b>
<b>Other Expenditures</b>				
Office Repairs & Maintenance	139.00	10,050.00	-9,911.00	1.4%
Taxes & Fees - Real Property	0.00	1,300.00	-1,300.00	0.0%
Utilities-Office & Entrances	2,521.22	5,000.00	-2,478.78	50.4%
<b>Total Other Expenditures</b>	<b>2,660.22</b>	<b>16,350.00</b>	<b>-13,689.78</b>	<b>16.3%</b>
<b>Parks &amp; Facilities</b>				
Chipping & Shredding Program	0.00	7,000.00	-7,000.00	0.0%
Heavy Trash Pickup	3,000.00	10,000.00	-7,000.00	30.0%
Mow, Trim, Debris	1,903.00	8,000.00	-6,097.00	23.8%
Parks & Entrances	1,642.57	22,000.00	-20,357.43	7.5%
Tree Trimming	8,540.47	20,000.00	-11,459.53	42.7%
Yard of the Month	400.00	900.00	-500.00	44.4%
Parks & Facilities - Other	137.68			
<b>Total Parks &amp; Facilities</b>	<b>15,623.72</b>	<b>67,900.00</b>	<b>-52,276.28</b>	<b>23.0%</b>
<b>Roads</b>				
Road Repairs	11,700.00	25,000.00	-13,300.00	46.8%
Signs - Events	0.00	200.00	-200.00	0.0%
Signs - Roads	0.00	800.00	-800.00	0.0%
<b>Total Roads</b>	<b>11,700.00</b>	<b>26,000.00</b>	<b>-14,300.00</b>	<b>45.0%</b>
<b>Uncategorized Expenses</b>	<b>190.27</b>			
<b>Total Expense</b>	<b>87,616.98</b>	<b>234,050.00</b>	<b>-146,433.02</b>	<b>37.4%</b>
<b>Net Ordinary Income</b>	<b>204,434.23</b>	<b>123,675.00</b>	<b>80,759.23</b>	<b>165.3%</b>
<b>Other Income/Expense</b>				
Other Expense				
Capital Expenditures				
Roadways - Capital Expenditures	0.00	123,675.00	-123,675.00	0.0%
Capital Expenditures - Other	10,052.00			
<b>Total Capital Expenditures</b>	<b>10,052.00</b>	<b>123,675.00</b>	<b>-113,623.00</b>	<b>8.1%</b>
<b>Total Other Expense</b>	<b>10,052.00</b>	<b>123,675.00</b>	<b>-113,623.00</b>	<b>8.1%</b>
<b>Net Other Income</b>	<b>-10,052.00</b>	<b>-123,675.00</b>	<b>113,623.00</b>	<b>8.1%</b>
<b>Net Income</b>	<b>194,382.23</b>	<b>0.00</b>	<b>194,382.23</b>	<b>100.0%</b>