

Great Northwest Community Improvement Association

Regular Board of Directors' Business Meeting | 6:30 p.m., January 19, 2023

Callanen Hall, 8809 Timberwilde Dr., San Antonio, TX., 78250

1. Welcome

2. Establish Quorum

Quorum was established with the following Directors present: Chairman Brian Stives, Vice Chairman Essy Lechon, Directors Efrain Sosa, Rene Lucio; Elias Ackerman and Cecilia Alvarez

Staff Present: Lexi Bachran- Community Manager, Eva Lopez- Admin Manager; Jake Pena- Rec Manager

Members Voice

Orlando Ramirez from D6 was on hand to give a quick update on the following: 6950 Tezel Rds variance request is still under review and the City is still waiting for the drain analysis from the developers engineers. CM Bachran stated that the Writ of Entry was signed for Tezel bridge and that she asked Public Works to provide a start date, to give sufficient notice to the residents of the disruption.

Call to Order The meeting was called to order at 6:29 p.m. by Chairman Stives.

3. Approval of Minutes from past meeting- Regular Business Meeting December 15, 2022

MOTION: I move to approve the minutes of the December 15, 2022, Regular Business meeting as submitted

MADE BY: Vice Chairman Lechon

SECONDED BY: Director Sosa

OUTCOME: PASSED UNANIMOUSLY

4. Reports

- A. Events: The success of the [31st] annual Polar Bear plunge was discussed, with Chairman Stives noting his and Director Ackerman's presence; Director Ackerman participated along with his son. Chairman Stives reminded those in attendance that the return of GNW's Family Valentine's Day Dance on Feb 3rd. A quick mention of Dial-A-Trailer/Shred Day, Spring yard sale and its new 2-parking space model, and reintroduction of the Home/Community Improvement Fair was made.
- B. Government & Public Relations: N/A.
- C. Recreation: Rec Manager Jake Pena commented on Soccer registration starting January 30th- March 15th, with a goal of 200+ registrants. Pricing for residents is \$65 and for non is \$110. Practice- March 20th; Games start April 1st.
- D. GNWatch: Director Alvarez reported that according to Officer Henry, there has been a big reduction in mailbox theft and encourages neighbors to call or email with issues or concerns. Discussed the most responded to calls over the holidays as per SRT- house fires, vehicle break-ins, and fire work disturbances. C.O.P classes will be open for registration and ACS will be working in conjunction with GNWatch to hold classes on preventing being bitten by dogs.
- E. Community Manager & Financial: Lexi Bachran discussed on the following items from her managers' report:
- DRACO- 1,251 tickets issued, with 91% correction rate. Seven (7) ACC requests were approved, totaling \$139,895 in projected residential improvements. Four (4) court case was settled totaling \$123,950. Silver Creek had the highest number of violations for the period.
 - Events and Recreation- A quick overview of the following events was had- Winter Wonderland (Dec 16 with 500+ attendees, Warren HS Choir, Dos Perros generously provided coffee, hot cocoa and cookies, and the appearance of Santa, Mrs. Claus, The Grinch, and Blue Santa.) Holiday lights contest (45 entrants with judging done by GS Troop 1501 and addition to the traditional winning yard signs, 1st place gift baskets were sponsored by Raising Cane's), Polar Bear Plunge (Jan 1st with 160 attendees; 65 swimmers and complimentary cocoa, coffee, and cookies from Dos Perros). *Mornings with Dos Perros* was noted as having extended hours for assessments. Coffee with Cops was canceled.
 - Communications- Not discussed but annotated on the CM report.
 - Administration & Accounting- The announcement of extended hours for assessments was made (Jan 14 and 28th; 9am-1pm), with GS Troop 1501 selling cookies during the latter date. The assistance from the OWLs during assessments season was noted as well. CM Bachran noted that our audit will be handled by Phil Vaughan of Armstrong, Vaughan & Associates, due to the departure of our auditor Brian Magness. At the time of the meeting, 45% of 2023 assessments (\$693K) were paid. It was also noted that the staff has been assigned to Vantaca University training and completing monthly security awareness training through our IT company SecureTech.
 - Financials- CM Bachran reviewed summary sheets of financials and comparison report, to include over or underspending per department, HOA expenses, and overall budgeted projection. Highlights included the success of hall rentals, resales and closing docs, and department spending and saving.

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5. New Business

A. 2023 Annual Meeting

Discussions were had on the upcoming Annual meeting, nomination packet, and the appointment of an election officer. Director Alvarez volunteered for the position, with 2022's Election Officer Director Lucio stating that he will assist her through the process. CM Bachran also confirmed that she and the staff will assist Director Alvarez as well. It was discussed that the annual meeting will be held on Thursday, May 4, 2023, and that there are three (3) soon-to-be open seats on the Board of Director's- Vice Chair Essy Lechon and Directors Briones and Sosa. Each Director stated that they will again run for the Board, and all were presented with the draft of the nominations packet.

B. Investment Accounts

Discussion was had on the status of the investment account and the transfer of its money (\$250K anticipated balance) from Truist to the 3CDs with CIT. The budget was noted as being a little over \$302k in the *good*. Moving the sweeps into the reserves and debiting from the investments account was discussed.

MOTION: I motion that we transfer the \$308K sweep from operating to reserves.

MADE BY: Vice Chairman Lechon

SECONDED BY: Director Sosa

OUTCOME: PASSED UNANIMOUSLY

6. Unfinished Business

A. 2022 Year End Sweep

A preliminary discussion was had relating to the allocation of anticipated funds from the 2022 sweep. The five (5) projects discussed- field and courts lights upgrade(\$100k), laptops for staff (accounting, DRACO Manager, and CM; totaling \$13,493), office swap of Maintenance Manager's office to the security office, and relocation of SRT to EV (\$4k), playground mulch (\$10k), \$80K Silver Creek playground; TOTALING \$208k.

MOTION: I motion to approve the five (5) sweep projects as recommended by the Community Manager and debit from the reserves.

MADE BY: Director Lucio

SECONDED BY: Director Ackerman

OUTCOME: PASSED UNANIMOUSLY

7. Closed Executive Session: N/A

8. Adjournment

MOTION: I move to adjourn the meeting.

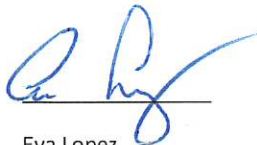
MADE BY: Director Alvarez

SECONDED BY: Director Ackerman

OUTCOME: UNANIMOUS

The meeting adjourned at 8:20 PM

Submitted by:



Eva Lopez
Admin Manager

Board Approved:



Brian A. Stives
Chairman, Board of Directors

Board Approved:



Lexi Bachran
Community Manager, Secretary,
Treasurer