

Dear Members,

Enclosed in this mailing, you will find the minutes from our recent Homeowners' Association meetings, the approved budget for 2016, information about swim team signups, swim lesson information, and the emergency contact form.

Please take the time to fill out the emergency contact form included in this mailing and send it in to the Creekside Cabaña Club or bring it with you on your first visit to the pool. This is to ensure that if there is an emergency at the Club, we are able to contact the appropriate people.

Finally, those interested in summer employment at the Creekside Cabaña Club should go to our website at www.creeksidecabanaclub.com for more information.

We are looking forward to another great year!

Sincerely,
Brad Geldert
President
Creekside Cabaña Club

2016 Budget

January 27, 2016

To: Members of Creekside Cabaña Club Homeowners Association

From: Board of Directors

Subject: 2016 Budget and Notice of Assessment

The Creekside Cabaña Club Homeowners Association Members have approved the following budget for 2016. The annual assessment is \$300.00 per lot and \$400.00 per associate member, effective January 1, 2016.

The majority of the association's income is derived from assessments on lots within the development. There is additional income from associate member assessments, approximately \$41,600, income from concessions, guest fees, interest, rental, and swim lessons which is approximately \$66,050. The purpose of the assessment, as set forth in the declaration establishing the association, is quite broad, but as a practical matter it is to be used principally to meet the financial obligations for the provision of services that benefit the homeowners' association as a whole.

To be effective, financial management must be an ongoing, evolving process. The estimates herein are based on the available information and past operating experience. The inflation of long-term renovation costs requires annual evaluation.

2016 Budget

Account	Approved Budget 2016
Income Assessments	
Members	\$133,200
Associate Members	\$41,600
<i>Subtotal Assessments</i>	<i>\$174,800</i>
Other Income	
Concessions	\$5,500
Guest Fees	\$8,000
Interest	\$50
Miscellaneous	\$1,500
Rental	\$34,000
Swim Lessons	\$17,000
Swim Team Coach Reimbursement	\$17,500
<i>Subtotal Other Income</i>	<i>\$83,550</i>
Total Income	\$258,350
Expenses	
Employee Compensation	
Pools and Club House Staff	\$104,900
<i>Sub Total</i>	<i>\$104,900</i>
Utilities	
Garbage	\$5,000
PG&E	\$16,500
Telephone	\$3,000
Water	\$7,000
<i>Sub Total</i>	<i>\$31,500</i>

Services	
Accounting	\$9,000
Janitorial	\$3,000
Landscaping	\$9,800
Legal	\$500
<i>Sub Total</i>	<i>\$22,300</i>
Supplies	
Cleaning	\$1,500
Pools	\$24,000
Misc Supplies	\$1,000
<i>Sub Total</i>	<i>\$26,500</i>
Maintenance / Repair	
Buildings & Grounds	\$8,000
Pools	\$5,000
<i>Sub Total</i>	<i>\$13,000</i>
Administrative	
Activities	\$1,500
Snack Bar (concessions)	\$3,700
Assessment Refunds	0
Rental Deposit Refund	\$11,000
Chronicle	\$8,000
Insurance	\$17,000
Misc Office	\$1,500
Taxes / License	\$13,000
<i>Sub Total</i>	<i>\$55,700</i>
Reserves	\$4,450
Total Expenses	\$258,350

2016 Budget Commentary

Employee Compensation

Pool & Club House Staff \$104,900– Staffing pool and club house operations includes Pool Manager, Assistant Manager, Lifeguards, Gate Guards, Rental Manager, Swim Coaches, Swimming Instructors and payroll taxes.

Utilities

Garbage \$5,000– Estimated expense for trash removal.

PG&E \$16,500– Estimated gas and electricity expense for the club house and swimming pools.

Telephone \$3,000 – Estimated expense for telephone and internet.

Water \$7,000– Estimated expense for water which includes the pools, club house and landscaping.

Services

Accounting \$9,000– Estimated expense for professional bookkeeping services and for the services of a CPA to complete an annual audit and financial report as well as preparation of tax returns.

Janitorial \$3,000– Estimated expense for contracted janitorial maintenance for the club house.

Landscaping \$9,800– Estimated expense for contracted landscape maintenance.

Legal \$500– This amount is set aside for legal fees that may be incurred during the year relative to collections of delinquent assessments and consultations with attorney as may be required in the operations of the development. There is currently no litigation in progress or anticipated during the period of this budget. However, if such need were required, it would have to be funded by Special Assessment or some other method.

Supplies

Cleaning \$1,500– Estimated expense for general cleaning supplies for the clubhouse and pool area.

Pool \$24,000– Estimated expense for pool chemicals and all supportive supplies.

Misc. Supplies \$1,000 – Estimated expense for all other supplies.

Maintenance / Repair

Buildings & Grounds \$8,000 – Estimated expense for minor repairs and general maintenance of the buildings and grounds.

Pools \$5,000 – Estimated expense for general repairs of the swimming pools.

Administrative

Activities \$1,500 – Estimated expense for association sponsored activities at the club house or pool.

Snack Bar \$3,700- Estimated expense for purchase of concession items to sell in the snack bar.

Assessment Refunds \$0 – Estimated expense for assessment refunds due to change of ownership.

Rental Deposit Refund \$11,000– Estimated expense for refund of club house rental deposits.

Chronicle \$8,000– Estimated expense for publishing the association’s newsletter, which includes professional publishing, printing, postage and mailing.

Insurance \$17,000– Estimated expense for insurance which includes workers’ compensation, liability, and Directors & Officers (D&O).

Office Expense \$1,500– Estimated expense for postage, copies, bookkeeping supplies, etc., relative to the normal operations of the Association. Such items as notices, annual reports, budget, monthly billings, etc., are charged to this expense item.

Taxes / License \$13,000– This amount is set aside for taxes, licenses, and permits. These include but are not limited to property taxes, occupancy, health, and hazardous materials permits.

Reserves \$4,450 – The basis for the reserve funding amounts were established by the original builder, actual data obtained from bids or previously completed work, and/or a reserve study that is completed every three years. This information should be reviewed annually by the Board of Directors and if required with assistance from outside consultants. While it is the intention of the Board of Directors is to adequately fund the reserves, the uncertainty of future costs and replacement timing and the funds available for replacement may or may not be adequate to meet their intended purposes. Additionally, an inherent limitation of a reserve schedule is that all items may or may not be included in the schedule.

Note: State law requires that a copy of the budget be furnished to any prospective purchaser of units within this community association. Therefore, please keep this budget and assessment notice with your Association legal documents.

Board of Directors
Creekside Cabaña Club Homeowners Association

Creekside Homeowners Association
2015 Annual Board Meeting
November 18, 2015
Minutes

Call to Order and Attendance:

President Brad Geldert called the meeting to order at 7:41 p.m.

Directors:

Brad Geldert	Present	President
Sally Duffy	Present	Vice-President
Shawn Francis	Present	Secretary
Ivonne Luescher	Absent	Treasurer
Gary Nevoli	Present	Director 1 (term expires 12/31/16)
Deborah Garner	Present	Director 2 (term expires 12/31/16)
Ted Wong	Present	Director 3 (term expires 12/31/15)
Ruben Nasol	Present	Director 4 (term expires 12/31/15)

Verification of Quorum to Hold Meeting:

Verification of quorum to hold the Annual Meeting: *According to Section 4 of Article VII of the Cabaña Club by-laws, 20% of the 444 homeowners must be present either in person or by proxy.* There were seven (7) board members present and two (2) members. There were also 88 proxies verified.

Reading of the Minutes:

The minutes of the 2014 Board Meeting were reviewed. All in attendance unanimously accepted the minutes.

Election of Board Officers and Director 1 and 2:

Brad Geldert made a motion that both Ted and Ruben continue as Directors in their current role. The motion unanimously passed.

All officers wish to continue in their current Board positions. Brad made a motion that all officers remain in their current roles. The motion was seconded by Ted and unanimously approved by all present.

Approval of the 2016 Proposed Budget:

Robert Nguyen spoke to the Board against raising the dues to \$300. The Board explained to him all of the reasons noted during previous meeting related to the need. Gary made a motion to approve the 2016 budget. The motion unanimously approved. Sally made a motion that the proposed budget and raise the annual dues to \$300 a year. Ted seconded the motion. The Board unanimously approved the motion.

Adjournment:

The meeting was adjourned at 8:15 p.m.

Minutes prepared by Shawn Francis.

Creekside Homeowner's Association
Board of Directors Meeting
November 18, 2015
Minutes

Call to Order and Attendance:

President Brad Geldert called the meeting to order at 8:15 p.m.

Board Members:

Brad Geldert	Present	President
Sally Duffy	Present	Vice-President
Ivonne Luescher	Absent	Treasurer
Shawn Francis	Present	Secretary
Gary Nevoli	Present	Director 1 (term expires 12/31/16)
Deborah Garner	Present	Director 2 (term expires 12/31/16)
Ted Wong	Present	Director 3 (term expires 12/31/17)
Ruben Nasol	Present	Director 4 (term expires 12/31/17)

Pool Management:

Sue Peredo - Manager Present

Swim Team Board Representative:

Scott Farstad – Parent Rep Absent

Associate Membership Chairperson:

Vacant

Rental Manager:

Shelley Leyva Absent

Reading of the Minutes:

- The minutes for the September Board meeting were not presented for approval.

Treasurer's report:

- October financial report was reviewed. Sally pointed out an error. The bookkeeper may have mistakenly a \$60 entry as "prepaid" but it should have gone towards Chronicle ads. A motion was made to accept the report with the impending correction.

Chronicle Editor's report (Mailings in March, May, June, July, August, and October):

- The next mailing will be in October. This mailing will include the proposed 2016 budget.

Rental Report:

- None presented

Pool Manager's report:

- None presented

Swim Team Report:

- None presented

Associate Membership Chairperson:

- Vacant

Facility Report:

- None presented

Old business:

- Deborah discussed how it seems the clubhouse is not being inspected after parties. She has pulled nails out of the walls and unauthorized tape off the walls.

New business:

- The Wong family talked about the Christmas tree decorations that will be around the neighborhood. A holiday walk will occur on Friday, December 18, 2015 at 7-8:30 p.m. We will have social at the clubhouse from 8:30 until 9:30.

Adjournment:

The meeting was adjourned at 9:37 p.m.

Minutes prepared by Shawn Francis