

Dear Members,

Enclosed in this mailing, you will find the minutes from our recent Homeowners' Association meetings, the approved budget for 2017, information about swim team signups, swim lesson information, new beginner karate class 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

2017 Budget

To: Members of Creekside Cabaña Club Homeowners Association
 From: Board of Directors
 Subject: 2017 Budget and Notice of Assessment

January 15, 2017

The Creekside Cabaña Club Homeowners Association Members have approved the following budget for 2017. The annual assessment is \$300.00 per lot and \$400.00 per associate member, effective January 1, 2017.

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 \$43,200, income from concessions, guest fees, interest, rental, and swim lessons which is approximately \$62,812. 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.

Account	2017 Proposed Budget
Income Assessments	
Members	133,200
Associate Members	43,200
<i>Subtotal Assessments</i>	<i>176,400</i>
Other Income	
Late Fees and Interest	1,000
Clubhouse Rental Income	40,000
Swim Team Payroll Reimbursement	14,800
Newsletter Ad Income	300
Pool Party Rental Income	7,000
Pool Guest Fees	5,000
Swim Lessons	20,000
Concessions Income	4,500
Misc Income	1,000
Interest Income	12
<i>Subtotal Other Income</i>	<i>93,612</i>
Total Income	270,012
Expenses	
Employee Compensation	
Employer Tax Liability	95,000
<i>Sub Total</i>	<i>95,000</i>
Administration	
Accounting/Bookkeeping Services	8,000
Bookkeeping - Add'l Work/Research	400
Payroll Service	700
Legal	500
Newsletter Expense	6,500
Office Expense(postage&copies)	4,800
Bank / credit fees	650
Website	200
HOA Social Events	500
Misc Expense	500
Storage Fees	300
Administrative Fees	50
<i>Sub Total</i>	<i>23,100</i>

Expense	
Concessions Expense	3,000
Activities Expense	500
Uniforms- lifeguard/pool	1,500
Clubhouse Rental Deposit Refund	16,000
<i>Sub Total</i>	<i>21,000</i>
Insurance	
Liability	16,500
Workers Compensation	2,500
<i>Sub Total</i>	<i>19,000</i>
Landscaping	
Gardener	10,000
Irrigation Repairs	500
Tree Maintenance	1,000
<i>Sub Total</i>	<i>11,500</i>
Maintenance & Repairs	
Building Maint/Repairs	8,000
Janitorial	4,000
Misc Supplies	2,500
Fire & Safety	750
<i>Sub Total</i>	<i>15,250</i>
Pool	
Pool Supplies & Chemicals	23,000
Pool Maint/Repairs	5,000
Pool Permits	2,500
<i>Sub Total</i>	<i>30,500</i>
Taxes	
Taxes & License	12,000
<i>Sub Total</i>	<i>12,000</i>
Utilities	
Electric & Gas	21,000
Telephone	3,000
Internet	400
Water	6,500
Garbage	4,000
<i>Sub Total</i>	<i>34,900</i>
Total Expenses	\$262,250
Reserve Expenses	
Net Income	7,762

2017 Budget Commentary

Employee Compensation

Pool & Clubhouse Staff \$95,000 – Staffing pool and clubhouse operations includes Pool Manager, Assistant Manager, Lifeguards, Gate Guards, Rental Manager, Swim Coaches, Swimming Instructors and payroll taxes.

Utilities

PG&E \$21,000 – Estimated gas and electricity expense for the club house and swimming pools.

Telephone \$3,400 – Estimated expense for telephone and internet.

Water \$6,500 – Estimated expense for water which includes the pools, club house and landscaping.

Garbage \$4,000 – Estimated expense for trash removal.

Services

Accounting \$8,400– 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.

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.

Newsletter \$6,500 – Estimated expense for publishing the association's newsletter, which includes professional publishing, printing, postage and mailing.

Janitorial \$4,000– Estimated expense for contracted janitorial maintenance for the club house.

Landscaping \$11,500 – Estimated expense for contracted landscape maintenance.

Supplies

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

Pool \$23,000– 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.

Fire and Safety \$750 - Fire extinguisher service and replacement purchase.

Administrative

Payroll Service \$700 - Estimated payroll service expense.

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

Snack Bar \$3,000- 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 \$16,000 – Estimated expense for refund of club house rental deposits.

Insurance \$19,000 – Estimated expense for insurance which includes workers' compensation, liability, and Directors & Officers (D&O).

Office Expense \$4,800 – 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.

Bank and credit fees \$650.

Financial Record Storage and Administrative fees \$350.

HOA Social Events \$500 - Estimate for costs associated with Homeowners Association events.

Taxes / License \$14,500 – This amount is set aside for taxes, licenses, and pool permits. These include but are not limited to property taxes, occupancy, health, and hazardous materials permits.

Reserves \$7,762 – 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 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
2016 Annual Board Meeting
November 16, 2016
Minutes

Call to Order and Attendance:

President Brad Geldert called the meeting to order at 7:40 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 12/31/17)
Ruben Nasol	Present	Director 4 (term expires 12/31/17)

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 six (6) board members present and two (2) members. There were also 95 proxies verified.

Reading of the Minutes:

The minutes of the 2015 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 Gary and Deborah 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 2017 Proposed Budget:

Adjournment:

The meeting was adjourned at 7:52 p.m.

Minutes prepared by Shawn Francis.

Creekside Homeowner's Association
Board of Directors Meeting
November 16, 2016
Minutes

Call to Order and Attendance:

President Brad Geldert called the meeting to order at 7:52 p.m.

Board Members:

Brad Geldert	Present	President
Sally Duffy	Present	Vice-President
Ivonne Luescher	Present	Treasurer
Shawn Francis	Present	Secretary
Gary Nevoli	Present	Director 1 (term expires 12/31/18)
Deborah Garner	Present	Director 2 (term expires 12/31/18)
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 Absent

Swim Team Board Representative:

Scott Farstad – Parent Rep Absent

Angela Smith – Parent Rep Absent

Associate Membership Chairperson:

Denelle Fedor Absent

Rental Manager:

Shelley Leyva Absent

Reading of the Minutes:

- The September 28, 2016 minutes were reviewed. The Board then unanimously approved the minutes.

Treasurer's report:

- The September financial reports were sent out to the Board for review. The Board unanimously approved the financial reports.

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

- The next Chronicle mailing will be in March.

Rental Report:

- Shelley was not present. No report given.

Pool Manager's report:

- Sue was not present. No report given.

Swim Team Report:

- Shawn reported the Swim Team had a “retreat” meeting to discuss next year’s budget and suggested changes to their bylaws.
- The Swim Team budget for 2017 was set at \$65,800.
- The 2016 budget has not closed yet due to the Swim Workout Program still being in session. Shawn is also still waiting for the head of Registration to provide him with a list of all fees paid for the workout program to balance the bank account.
- The current bank account for the swim team is \$46,329.20. This amount does not take into account the purchase of new lighting for the pool, salaries for the last three months (waiting for a bill from Ivonne once the Fall session is complete), and paying the cost of heating for the last two months (waiting for the bill once the session is complete.)
- The Swim Team Board voted to make the Swim Workout Program a part of the team officially. Next year’s budget takes into account for it to continue through next fall.

Facility Report:

- We need a basketball backboard purchased.
- Brad does not have pricing yet for updating our filtration system.
- A bid for the fence was given as \$21,000. We are waiting to see what the filtration system will cost before deciding on moving forward with the project.
- The architectural feature on the patio needs to be removed.

Old business:

- None discussed

New business:

- None discussed

Adjournment:

The meeting was adjourned at 8:27 p.m.

Minutes prepared by Shawn Francis