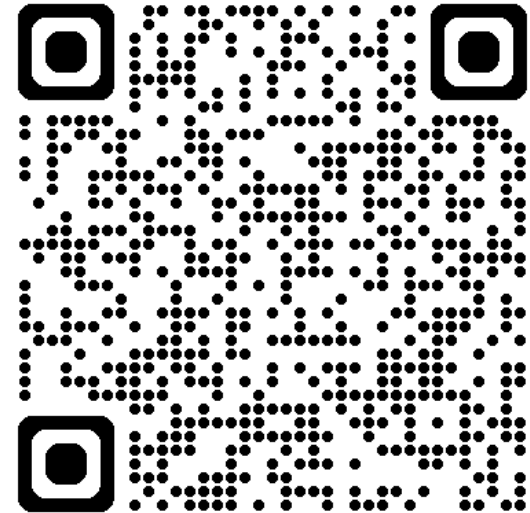


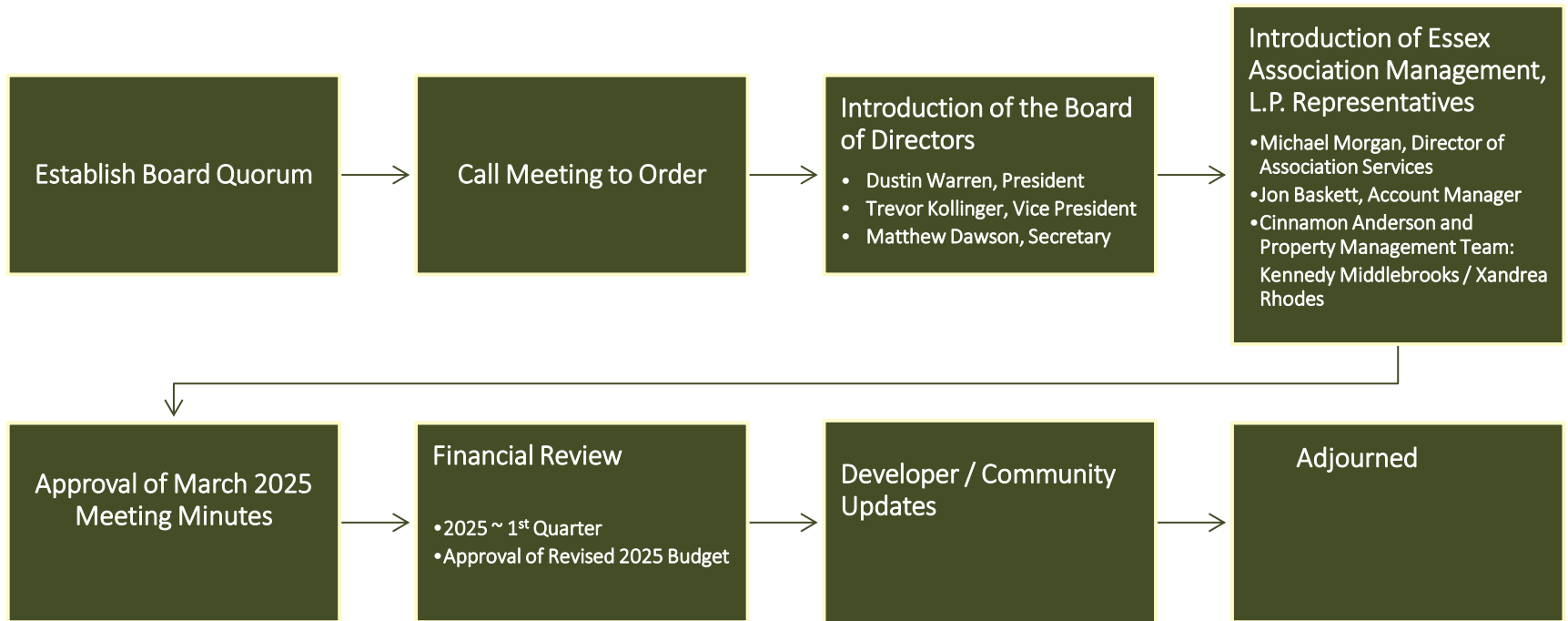


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**BOARD OF  
DIRECTORS  
MEETING**

**MONDAY  
JUNE 23, 2025  
2:00 P.M.**



# Agenda

# Approval of March 12, 2025 Meeting Minutes

## Board of Directors Meeting Minutes Creekview Meadows Homeowners Association

3.12.2025



Name	Title	Present
Dustin Warren	President	N
Trevor Kollinger	Vice President	Y
Matthew Dawson	Secretary	Y



### **Present from Essex Association Management, L.P.:**

Michael Morgan, Director of Association Services  
Jon Baskett, Account Manager  
Property Management Team  
Essex Support Staff

### **Meeting Type and Location:**

Board of Directors  
Virtual Meeting  
March 12, 2025 @ 1:00 pm

### **Meeting called to order at 1:34 pm.**

**Introductions:** Michael gave introductions to the Board of Directors and Essex Association Representatives.

### **Financial Review**

- Michael reviewed 2024 Year End Balance Sheet and Income Statement Summary explaining what each line item consists of and any significant variances. No further questions from the Board of Directors.

### **Developer and Community Updates:**

- o Proposal to allocate \$7K for Community / Homeowner Events in a revised budget
- o Spring Projects:
- o No new updates from developers

### **Unit Type Listing – Year End 2024:**

- Single Family 22
- Builder Lots: 429

**With no other business to discuss, motion to adjourn at 1:40 pm.** Trevor Kollinger motioned to adjourn; Matthew Dawson seconded. With all in favor, motion so carried.

\_\_\_\_\_  
Signature of Secretary or Board President

\_\_\_\_\_  
Date

# 2025 ~ 1st Quarter Balance Sheet

## Balance Sheet Report Creekview Meadows Homeowners Association As of March 31, 2025

	<u>Balance Mar 31, 2025</u>	<u>Balance Feb 28, 2025</u>	<u>Change</u>
<b><u>Assets</u></b>			
<b>Assets</b>			
1010 - CIT Bank Operating Account	386,380.35	350,125.47	36,254.88
<b>Total Assets</b>	<b>386,380.35</b>	<b>350,125.47</b>	<b>36,254.88</b>
<b>Receivables</b>			
1400 - Accounts Receivable	57,800.00	63,750.00	(5,950.00)
<b>Total Receivables</b>	<b>57,800.00</b>	<b>63,750.00</b>	<b>(5,950.00)</b>
<b>Total Assets</b>	<b>444,180.35</b>	<b>413,875.47</b>	<b>30,304.88</b>
<b><u>Liabilities</u></b>			
<b>Liabilities</b>			
2000 - Accounts Payable	1,246.04	8,264.83	(7,018.79)
2050 - Prepaid Assessments	5,438.61	1,663.68	3,774.93
<b>Total Liabilities</b>	<b>6,684.65</b>	<b>9,928.51</b>	<b>(3,243.86)</b>
<b>Total Liabilities</b>	<b>6,684.65</b>	<b>9,928.51</b>	<b>(3,243.86)</b>
<b><u>Owners' Equity</u></b>			
<b>Equity</b>			
3900 - Retained Earnings	(584.49)	(584.49)	0.00
<b>Total Equity</b>	<b>(584.49)</b>	<b>(584.49)</b>	<b>0.00</b>
<b>Total Owners' Equity</b>	<b>(584.49)</b>	<b>(584.49)</b>	<b>0.00</b>
<b>Net Income / (Loss)</b>	<b>438,080.19</b>	<b>404,531.45</b>	<b>33,548.74</b>
<b>Total Liabilities and Equity</b>	<b>444,180.35</b>	<b>413,875.47</b>	<b>30,304.88</b>

# 2025 ~ 1<sup>st</sup> Quarter Income Statement

## Income Statement Summary Creekview Meadows Homeowners Association

March 01, 2025 thru March 31, 2025

	Current Period			Year to Date (3 months)			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total Income	42,825.35	15,001.00	27,824.35	485,437.23	258,140.50	227,296.73	472,837.00
Total Income	42,825.35	15,001.00	27,824.35	485,437.23	258,140.50	227,296.73	472,837.00
Total Expenses	0.00	0.00	0.00	0.00	172.00	(172.00)	172.00
Total General & Administrative	3,893.06	4,240.00	(346.94)	11,149.81	9,260.00	1,889.81	40,305.00
Total Insurance	0.00	0.00	0.00	6,640.00	0.00	6,640.00	17,000.00
Total Utilities	236.00	4,566.67	(4,330.67)	14,299.06	13,700.01	599.05	104,800.00
Total Infrastructure & Maintenance	1,345.57	4,713.00	(3,367.43)	3,862.23	13,890.00	(10,027.77)	84,560.00
Total Landscaping	3,801.98	17,500.00	(13,698.02)	11,405.94	52,500.00	(41,094.06)	226,000.00
Total Expense	9,276.61	31,019.67	(21,743.06)	47,357.04	89,522.01	(42,164.97)	472,837.00
Net Income / (Loss)	33,548.74	(16,018.67)	49,567.41	438,080.19	168,618.49	269,461.70	0.00

# Approval of 2025 Revised Budget ~ Page 1

- Proposal to Ratify 2025 Budget
  - Allocate \$7K for Community / Homeowner Events

	<u>2025 Budget</u>
<b>Income</b>	
4100 - Assessments	292,825.00
4200 - Late/NSF Fee	0.00
4250 - Collection Fee Charge	0.00
4500 - Interest Income	12.00
4801 - CAP Fees	180,000.00
<b>Total Income</b>	<u>472,837.00</u>
<b>Total Creekview Meadows Income</b>	<u>472,837.00</u>
<b>Expenses</b>	
8000 - Contingency Fund	172.00
<b>Total Expenses</b>	<u>172.00</u>
<b>General &amp; Administrative</b>	
5100 - Administrative Expenses	1,500.00
5101 - Postage	980.00
5104 - Printing and Reproduction	700.00
5105 - Website Expense	2,800.00
5106 - Homeowner Functions	7,000.00
5109 - Licenses, Permits, & Fees	190.00
5110 - Professional Management	21,010.00
5120 - Collection Fees Billed Back	0.00
5121 - Property Inspections	10,020.00
5170 - Bank Fees	120.00
5176 - Legal Fees	2,500.00
5181 - Tax Preparation	485.00
<b>Total General &amp; Administrative</b>	<u>47,305.00</u>

# Approval of 2025 Revised Budget ~ Page 2

<b>Insurance</b>	
5310 - General Liability	15,000.00
5320 - Directors & Officers Liability	2,000.00
<b>Total Insurance</b>	<b>17,000.00</b>
<b>Utilities</b>	
6010 - Electric	4,800.00
6020 - Water/Sewer	100,000.00
<b>Total Utilities</b>	<b>104,800.00</b>
<b>Infrastructure &amp; Maintenance</b>	
6100 - Oversight Reimbursable Charges	10,020.00
6260 - Electrical Repairs & Maintenance	0.00
6261 - Grounds Porter	14,520.00
6264 - Holiday Decoration	15,000.00
6266 - Monument and Signs Common Area	2,000.00
6280 - Wall and Fence Repairs	10,000.00
6290 - Common Area Maintenance	10,020.00
6291 - General Repairs & Maintenance CA	10,000.00
6505 - Lake/Pond Maintenance	10,000.00
6510 - Fountain Maintenance	3,000.00
<b>Total Infrastructure &amp; Maintenance</b>	<b>84,560.00</b>
<b>Landscaping</b>	
6400 - Landscaping Contract	191,000.00
6402 - Landscape Maint & Imprv (Non Contract)	16,000.00
6500 - Irrigation Maintenance and Repairs	12,000.00
<b>Total Landscaping</b>	<b>219,000.00</b>
<b>Total Creekview Meadows Expense</b>	<b>472,837.00</b>
<b>Total Association Net Income / (Loss)</b>	<b>0.00</b>

# Unit Type Listing

## Creekview Meadows Homeowners Association

As Of Fri Jun 20, 2025

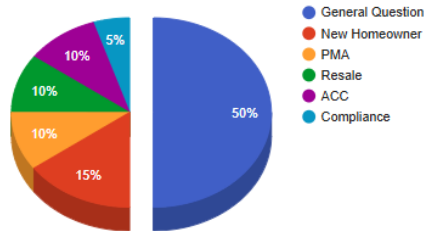
Unit Type	No Units	Sq Feet	Percent Interest	Occupied Flag	Late Fee
01 -- Single Family Owner Lots	133			Occupied	0.00
02 -- Builder Lots	409			Occupied	0.00
Total Number of Units:	542				

## Creekview Meadows Community Charts

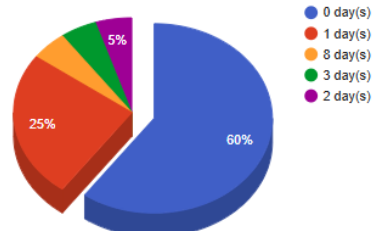
Conversation Started: 01/01/25 to 06/20/25

Total Number of Submissions for Date Range: 18

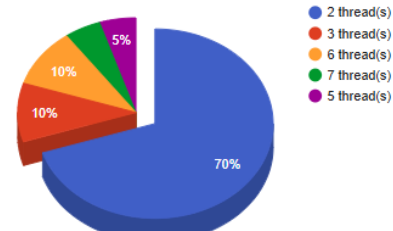
Submissions by Category



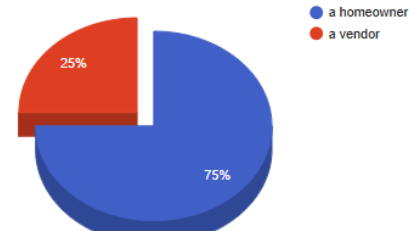
Statistics by Age



Statistics by Conversation Thread



Statistics by Submission Group



### Statistics by:

#### Category Data

Selection	Count
General Question	10
New Homeowner	3
PMA	2
Resale	2
ACC	2
Compliance	1

#### Age Data

Aged	Count
0 day(s)	84
1 day(s)	35
2 day(s)	7
3 day(s)	7
8 day(s)	7

#### Conversation Thread

Threads	Count
2 thread(s)	14
3 thread(s)	2
5 thread(s)	1
6 thread(s)	2
7 thread(s)	1

#### Submission Group

Entity	Count
a homeowner	15
a vendor	5



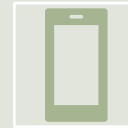
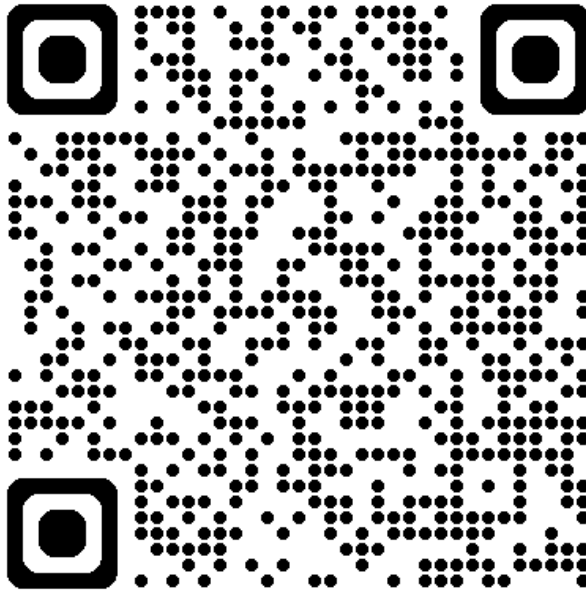
## New Phase Construction in Progress



# ➤ Homeowners Contact Us!



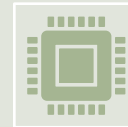
A PROFESSIONAL PROPERTY MANAGEMENT COMPANY



Phone: (972) 428-2030



Fax: (469) 342-8205



After Hours Emergency  
Line: (888) 740-2233



For a quick response, go to your community website or [www.essexhoa.com](http://www.essexhoa.com) and submit your inquiry under the “Contact Us” page. An agent will begin working on your inquiry the moment it is received.



Adjourned!

