

## OFFICIAL MINUTES

### WOODLAND CREEK HOMEOWNERS ASSOCIATION, INC. BOARD OF DIRECTORS MEETING

THURSDAY, August 20, 2020 at 7:00 PM.

DIRECTORS PRESENT: RJ Leddick, Joe Stachkunas, Lawrence Tolmich, Matthew Schmitz, Dave Umgelder, and K. Lee Tirpak

HOMEOWNERS PRESENT: 6

### AGENDA

1. CALL TO ORDER- **NOTE: CHAIRPERSON OF MEETING MUST ADVISE ALL NON-BOARD MEMBER ATTENDEES THAT ALL QUESTIONS WILL BE HEARD FROM THE FLOOR, AND IF POSSIBLE ADDRESSED, AT THE END OF THE REGULAR MEETING, WHEN *OPEN FORUM* IS ANNOUNCED BY CHAIRPERSON.**
2. APPROVAL OF MINUTES
3. FINANCIAL REPORT
4. ASSOCIATION FEE STATUS REPORT
5. ARCHITECTURAL REPORT
6. OLD BUSINESS
7. NEW BUSINESS
8. COMPLAINTS/VIOLATIONS OF COVENANTS
9. OPEN FLOOR/MEMBERS FORUM
10. ADJOURN

### CALL TO ORDER

Joe S., President, called meeting to order at 7:03 PM

### APPROVAL OF MINUTES

Minutes from July 16, 2020 distributed and reviewed

Motion to Accept Minutes: Dave U/RJ L 2<sup>nd</sup>

Carried: 5/0

### FINANCIAL REPORT

Reviewed July 31, 2020 financial report presented by RJ L.

- Balance of operating account: \$ 79,360.00
- Balance of cash reserves account: \$ 130,073.50

Motion to Accept: Lee T/Dave U 2<sup>nd</sup>

Carried: 5/0

### ASSOCIATION FEE STATUS REPORT

- \$ 2,745 currently 90 days past due plus \$11,507.40 owed from the same three homeowners discussed for the past several meetings – one is following the payment plan and the other two homeowners do not have an active payment plan with the attorney at this time.
- RJ recommends that he sit with the homeowners and discuss payment options – use new payment system of debit or credit card through accountant – suggest paying \$275 each month. If payments are missed, then board will have to turn this over to the attorney. Lee recommended that a letter be sent to each of the homeowners after these meetings. Joe and RJ will meet with the homeowners.
- Total of 11 accounts past due.

Motion to accept: Joe S/Dave U 2nd  
Carried: 6/0

### **ARCHITECTURAL REPORT**

- House paint – approved
- Windows – waiting on permit number to approve
- 2 requests submitted; 1 approved and 1 waiting on permit number
- Reports submitted since last meeting have been approved by Matt S.

Motion to accept: Lawrence T/Dave U 2nd  
Carried: 6/0

### **OLD BUSINESS**

1. ACH – need communication to homeowners to obtain email addresses – Secretary adding letter to Quarter Dues mailing to include several updates.
2. Facebook Page up and running; Food truck tomorrow at park.
3. Attorney identified that Homeowner in collections was too old to follow-up- case was closed.
4. Light by tree – Still trying to order and part is currently out of stock- simple pole with light bulb on top – 12ft + fiberglass pole with decorative 2 ft top with bulb - \$2500; others lights will remain the same height

Motion to Accept: Dave U/Lee T 2<sup>nd</sup>  
Carried - 4/0

### **NEW BUSINESS**

1. Flowers being ordered and replace for front entrance
2. Comcast – list of channels will be placed on webpage and FaceBook
3. Network Solutions – need to determine how to make ACH payment and remove former Secretary's credit card
4. Silver Leaf – buffer between the properties – County Commissioners built into the development rights – to leave the 20 FT hedge and required Silver Leaf to erect the fence.

It is WCHOA's due diligence to support the homeowners in WCHOA. WCHOA Board needs to contact Silver Leaf Board to ensure everyone on both Boards is aware that this clause is in the development documentation: RESOLUTION NO. R-2004-0953

*G. LANDSCAPING ALONG THE NORTH AND EAST PROPERTY LINES (FRONTAGES OF LANTANA ROAD AND ACCESS ROAD) 1. Landscaping and buffering along the north and east property lines shall be upgraded to include: a. a minimum twenty (20) foot wide landscape buffer strip with a maximum five (5) feet of utility easement encroachment; b. a minimum two (2) to three (3) foot high undulating berm with an average height of two and one-half (2.5) feet measured from top of curb; c. one (1) canopy tree for each twenty-five (25) linear feet of the property line; d. one (1) palm or pine tree for each thirty (30) linear feet of the property line with a maximum spacing of sixty (60) feet between clusters; e. one (1) small shrub for each two (2) linear feet of the property line. Shrub shall be a minimum height of eighteen (18) inches at installation; Petition PDD2003-078 Project No. 5011-000 Page 9 f. one (1) medium shrub for each four (4) linear feet of the property line. Shrub shall be a minimum height of twenty-four (24) inches at installation; and, g. one (1) large shrub for each six (6) linear feet of the property line. Shrub shall be a minimum height of thirty (30) inches at installation. (BLDG PERMIT: LANDSCAPE - Zoning)*

Secretary will add the Planning and Zoning Conditions of Approval to the website.

## **COMPLAINTS/VIOLATIONS OF COVENANTS**

- RJ L. to send out violation letters regarding cleaning mold, sidewalks and driveways (1 new and 2 secondary notices- Woodland Creek); 14 letters – 10 completed 4 remained; 2 more completed and 2 remain in violation.
- Hazelwood Circle – 14 letters – 8 responded; 6 still have time to respond - 1 trailer in violation, 1 with rust on driveway and the others with mold on sidewalks and driveway.
- Half a house painted – a letter will be sent.
- Vehicle in driveway – still has 1 week to respond – if no response – attorney will be contacted for legal enforcement
- Mold on driveway – on Birchtree – letter will be sent.

Motion to Accept: Joe S/Dave U 2<sup>nd</sup>

Carried: 5/0

## **OPEN FLOOR/MEMBERS FORUM**

- Further discussion regarding Silver Leaf Neighborhood– Stacy indicated that the Board never was aware of the agreement or exactly what the WC homeowners wanted. They were not aware that support to have the hedges stay was included the County’s Conditions of Approval for the Development. There has been a misunderstanding of what the homeowners on the west side of the Neighborhood wanted. This was clarified: The homeowners on the west side of the neighborhood wanted the Board to support the homeowners and work with the county to ensure the hedges remain.
- Question: What does the HOA do when homeowners leave debris out that isn’t picked up by waste management; Answer: HOA would send a letter letting them know what is picked up and what is not.

## **ADJOURNMENT**

7:55 PM – Motion made to adjourn meeting by RJ L/Dave U 2<sup>nd</sup>

Motion carried: 5/0

Respectfully Submitted by: *K. Lee Tirpak*, K. Lee Tirpak

Secretary, Woodland Creek Homeowners Association Board