

OFFICIAL MINUTES

WOODLAND CREEK HOMEOWNERS ASSOCIATION, INC. ANNUAL MEETING

WEDNESDAY, JANUARY 13, 2021 at 6:30 PM.

DIRECTORS PRESENT: RJ Leddick, Joe Stachkunas, Dave Umgelder, Ryan Pender, and K. Lee Tirpak;
DIRECTORS ABSENT: Lawrence Tolmich, Matt Schmidt

HOMEOWNERS PRESENT: 4

AGENDA

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

CALL TO ORDER

Joe S., President, called meeting to order at 6:37 PM with a Quorum of 4 out of 7 in attendance

Election of Board Members:

Motion to approve Joe continuing as President for the 2020-2021 Board Year: RJ L. seconded by Dave U.

Carried: 4/0

Motion to approve RJ L to VP: Joe S. seconded by Dave U.

Carried: 4/0

Motion to approve Lee to continue as Secretary: Joe S. seconded by Dave U.

Carried: 4/0

Motion to approve Dave to continue as Chair of the Architectural Committee: RJ L seconded by K. Lee T.

Carried: 4/0

Motion to approve Ryan to be the Treasurer: Joe S. seconded by RJ L.

Motion to approve Laurence to become an active board member and a member of the Architectural Committee:
Joe S. seconded by Dave U. [contingent if Laurence and Matt want to continue on the Committee. [Matt and Laurence had not yet arrived.

Carried: 4/0

APPROVAL OF MINUTES

1. Minutes from October 15, 2020 distributed and reviewed

Motion to Accept Minutes: RJ L. seconded by Dave U.
Carried: 4/0

2. Minutes from December 17, 2020 were distributed and reviewed

Motion to Accept Minutes: RJ L. seconded by Dave U.
Carried: 4/0

FINANCIAL REPORT

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

- Balance of operating account: \$40,345.68
- Balance of cash reserves account: \$163,591.67
- Accounts Receivable: \$14,870.14
- Total Assets: \$223,837.63
- Total Liabilities: \$156,408.54
- Operating Fund Balance: \$67,429.09

Discussion – The Board was informed that the Funds from the Home Owner that owed \$ and paid, was deposited in the Operating Account and will be moved to the Reserve Account, keeping \$ in Reserve at a level necessary for replacement of tennis courts, pavilion, etc. \$200,000+ was quoted several years ago. At the time we were not able to obtain this type of insurance, so the Reserve Fund was started several years ago. The current insurance is an umbrella policy and does not cover replacement of facilities. Thus, funds are necessary for these maintenance and replacement of facilities.

Motion to Accept Financial Report: RJ L. seconded by Dave U.
Carried: 4/0

ASSOCIATION FEE STATUS REPORT

- \$11,557.47 currently 90 days past due
- 8 accounts past due

Discussion:

- One of the 8 homeowners, \$7,538 owed has been reduced to \$1,977.47 and will be paid in full by 1/15/2021;
- 2 homes that did not meet 2020 financial requirements by the end of the year.
- Some Home Owners are noted for Late Fees – these are being addressed and reversed.
- 1 home owner will sit down with RJ L. this weekend to pay the fee. RJ L. hopes to have resolution by the end of the month.
- Two other accounts above \$1,000 owed. This is a phenomenal achievement!

Motion to accept the Association Fee Status Report: RJ L. seconded by Joe S.
Carried: 4/0

ARCHITECTURAL COMMITTEE REPORT

- 1 Report submitted since last meeting. Dave working with Home Owner to obtain copy of Architectural Form.
- 1 Request, received via email regarding need for an Architectural Form to install a 4 ft fence – waiting to receive the Form.
- 0 open requests were completed at this meeting.

Motion to accept the Architectural Committee Report: Dave U. seconded by RJ L.
Carried: 4/0

OLD BUSINESS

1. Tennis Court Light – WCHOA received an extension from the County to March 5th, to fix the lights in the tennis courts. Discovery will occur to determine what the county needs.
2. Park and Tennis Court Hours: Propose Sunrise to 9:00 PM – Purpose is for use by Home Owners not by outside visitors.
Decision to Postpone Vote until next meeting
3. Budget 2021:
Motion made to approve the Proposed Budget, submitted by the Treasurer: RJ L. seconded by Dave U.
Carried: 4/0
4. Front Entrance – add separate irrigation zone cost - estimated cost - \$5,000; discussion as to options. Will wait until current flowers need to be replaced. low maintenance ground cover – irrigation company adjust for changes.
5. Bylaws/Declarations regarding Signs and Flags Poles need Home Owner vote to change. At this time, anyone can complete an Architectural Form and have a Sign reviewed for approval. Consensus was to leave the Bylaws and Declarations as they stand.
6. Silver Leaf Neighborhood is responsible for maintaining common area between the neighborhoods. Woodland Creek could call County Code Enforcement. Joe offered.

NEW BUSINESS

1. Nominations to elect new members to the Board of Directors:

Motion to nominate *Gary Russ* to the Board of Directors of WCHOA: Joe S. seconded by Ryan P.

Discussion: Gary is a new resident as of February 2020

Carried: 4/1

Election Results relayed to late comer

- Ryan accepted Treasurer Position
- No other Home Owner in attendance was interested in being on the Board

2. K. Lee. T. notified Board of Red Grass fungus that has begun to spread in the neighborhood

COMPLAINTS/VIOLATIONS OF COVENANTS

- RJ L. to send out violation letters regarding cleaning of sidewalks and driveways in the next few weeks
- December meeting – send out letter to Home Owner with commercial vehicle in Drive way – the vehicle had been removed in the last few days
- 4 Home Owners received letter regarding dogs' leash policies and potential consequences.

Motion to accept Complaints/Violation Report: RJ L. seconded by Ryan P.

Carried: 5/0

OPEN FLOOR/MEMBERS FORUM

- **Question:** New Cable Package – HBO Max included?
Answer: Home Owners are eligible for 2 HD boxes and 1 smaller unit;
Resolution: Home Owner urged to talk to Comcast/Xfinity to obtain new package.
- **Question:** What can be done about people driving too fast in the neighborhood;
Ideas Shared: A letter could be sent if the homeowner is known; signs could be posted; we could talk it up in the neighborhood; hold a picnic – pot luck and everyone be respectful and realize people walking, riding bikes and small children playing
Resolution: nothing specific at this time

- **Question:** With \$163,000 in the Reserve Fund, are these funds protected from a law suit?
Answer: Once the Reserves reach a certain amount, the HOA will qualify for an Insurance Policy that will protect the funds.
- **Resolution:** Board President and Vice President will inquire of an insurance agent and an HOA attorney.

ADJOURNMENT

7:52 PM – Motion made to adjourn meeting by Joe S. seconded by K. Lee T.
Motion carried: 5/0

Respectfully Submitted by: *K. Lee Tirpak*, K. Lee Tirpak
Secretary, Woodland Creek Homeowners Association Board