

## OFFICIAL MINUTES

### WOODLAND CREEK HOMEOWNERS ASSOCIATION, INC. ANNUAL MEETING

THURSDAY, August 19, 2021 at 7:00 PM.

DIRECTORS PRESENT: Joe Stachkunas, RJ Leddick, Gary Russ, Matt Schmitz, K. Lee Tirpak, Lawrence Tolmich, Connie Tuller, and Dave Umgelder,  
DIRECTORS ABSENT: Ryan Pender

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, AND IF POSSIBLE ADDRESSED, AT THE END OF THE REGULAR MEETING, AND ONCE OPEN FORUM FOR DISCUSSION FROM FLOOR IS ANNOUNCED BY CHAIRPERSON.**
2. APPROVAL OF JULY 2021 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 7:01 PM with a Quorum of 8 out of 9 in attendance

### APPROVAL OF MINUTES

1. Minutes from July 15, 2021 distributed and reviewed

Motion to Accept Minutes: Lawrence T. seconded by RJ L.  
Carried: 8/0

### FINANCIAL REPORT

Reviewed July 30, 2021 Financial Report presented by RJ L.

- Balance of operating account: \$72,874.89
- Balance of cash reserves account: \$ 167,101.22
- Accounts Receivable: \$18,612.67
- Total Assets: \$267,566.80
- Total Liabilities: \$198,976.56
- Operating Fund Balance: \$68,590.24

**Discussion:** none

Motion to Accept Financial Report: K. Lee T. seconded by Connie T.  
Carried: 8/0

### ASSOCIATION FEE STATUS REPORT

- RJ L. reported that 14 reminder letters were sent to those over 60 days past due for \$3,025 and homeowners 90 days past due for \$4,625.00
- Homeowners (including several Board Members are recorded as late in paying their fees.) 4 Homeowners continue to be past 90 days due for \$8,380, 2 of these Homeowners owe attorney's fees of an additional \$4,037.67.

**Discussion:**

- *Accountant issued Finance Report on 8/16/2021 which identified homeowners who had not paid. Discussion followed that several of these homeowners had paid and the checks cleared their bank between July 29<sup>th</sup> and August 9<sup>th</sup> and were identified on the report.*
- *Request made: Joe will contact accountant and ask the process as to when checks received are processed and why the finance report does not match the Aging report that is subsequently sent to RJ. Connie will inquire.*

Motion to Accept the Association Fee Status Report: Lawrence T. seconded by Gary R.

Carried: 8/0

**ARCHITECTURAL COMMITTEE REPORT**

- No new requests

**Discussion:** Systems of approval –

- Architectural Committee needs the permit before approval to do the work. This is a challenge – additional information will be added to make this situation clear and add additional spaces for required information. Include drawings of changes, etc.
- Many companies want Homeowner Association Approval before obtaining a permit.
- Joe will reach out to county employee to see if she understands the process – can HOA approve without the permit.
- Committee will draft the new form and submit to Secretary to develop a fillable form.

Motion to Accept the Architectural Committee Report: RJ L. seconded by Lawrence T.

Carried: 8/0

**OLD BUSINESS**

1. Hard Woods were trimmed in August
2. Resolve to unregistered car parked in front of house – car removed
3. Benches will be moved tonight
4. Connie T. presented a Draft “Friendly Reminder Notice” – for review; suggestions were made for adjustments and how it would be used to inform Homeowners of violations with a period of time to communicate. RJ L. suggested we send a Friendly Reminder of the obligations as a Homeowner – then follow-up with inspections to occur monthly.
5. Light Posts for Tennis Courts- RJ L. received 3 bids for different work – 20 FT pole in the middle – 4 lights with timer was what was requested; quotes did not match what
  - a. Guthart - \$5,247 6 yes – 1 no and 1 abstain
  - b. \$19,000
  - c. 23,000

Motion to Accept the bid for \$5,247 = 1 light pole with 4 lights using existing electrical: Gary R seconded by Lawrence T.

Carried: 7 Yes, 1 No, 1 Abstention

Motion to Accept Old Business Report including distribution of the Friendly Reminder Communication: Gary R. seconded by Dave U.

Carried: 8/0

## NEW BUSINESS

1. RJ L. will arrange for pressure cleaning of the flat surface sidewalks around the Park Property.
2. Replacement of FPL Street Lights: 28 street lights are owned by FPL – homeowner inquired replacing them with LED Lights – Cost: \$19 more per month to change the poles – need to determine how long this cost is involved 6000 lumens – high sodium pressure lights – the brightness would be restored to the original illumine. If a homeowner has a concern with brightness, a blocker can be installed.  
Current Costs: \$643 per month- street poles; common area – \$153.60; front entrance - \$18.61; will take 3 months once agreement is signed -
  - a. Need to find out how many years we pay the \$19 more per month worked into fee for installation and change in pole.

Motion made for the Board to Review this proposal at the September Board Meeting; additional questions will be asked and reported by homeowner in September: Gary R.; seconded by Matt S.

Carried: 8/0

Motion to Accept the New Business Report: Lawrence T.; seconded by Matt S.

Carried 8/0

## COMPLAINTS/VIOLATIONS OF COVENANTS

1. Letters did not go out this month; Connie will send approved Friendly letter getting whtshe needs to send out friendly letters.

Reminder: Connie and RJ will send letter and give 7 days to communicate or correct and inspect properties and send violations letters.

2. Pictures of Signs to refresh them – still to be done

Motion to accept Complaints/Violation Report: RJ L. seconded by Dave U.

Carried: 8/0

## OPEN FLOOR/MEMBERS FORUM

- **Question:** Silver Leaf – cutting down Ericka’s again – homeowner asked for Board Support -
- **Discussion:** Not sure if the clearing occurred by homeowners or Silver Leaf; wondered if the drainage District was involved.
- **Resolution:** Secretary will call County Commissioners office and suggested the Homeowner do the same and continue to follow-up with Code enforcement.
  
- **Question:** One homeowner received a letter the day after fees were due saying she was past due when the check had been mailed. Why? Letter tersely worded – suggest changes
- **Answer:** Board was genuinely concerned and appreciative of the information.
- **Resolution:** Connie will follow-up as earlier identified.

## ADJOURNMENT

8:08 PM – Motion made to adjourn meeting by Joe S. seconded by K. Lee T.

Motion carried: 8/0

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

Secretary, Woodland Creek Homeowners Association Board