

## WVE HOA 2nd Qtr. Board Meeting Minutes

06/26/2023

- Call Meeting to Order by: Joe Sikora; Time – 6:39PM
- Attendance: Joe X Maria X Lynne X Greg X Brian X Blake X Rich X Rebecca X Aaron X
  - (? of 9) 100 %
- Minutes: (Lynne)
  - 1st Qtr. Minutes, 3/13/23, were emailed for review. The minutes were approved by the Board and were posted by Larry on the website.
- Treasurer's Report: (Greg)
  - 2nd Quarter Report:  
Last quarter expenses = \$2969.  
Current Balance in Checking (not including Edward Jones) = \$30,611.77
  - Suggestion to have quarterly expenses emailed to Board members with the agenda before meetings.
  - Motion to Approve Treasurer's Report by: Brian. Second: Maria
  - Approval:
    - Joe X Maria X Lynne X Greg X Brian X Blake X Rich X Rebecca X Aaron X
- **Old Business:**
  - Welcome Committee: (Joe and Kathy)
    - Kathy has completed the welcome committee remaining visits.  
All of the information for the WVE roster has been updated, and the roster will be emailed/mailed to all residents.
  - Development Committee:
    - Road Construction – Shady Creek Culvert
      - Still no solution suggested from Highway department.
  - Newsletter: April
    - Much Thanks to Rebecca for a great job on WVE Newsletter.
    - Thank you to all contributors.
  - Spring Cleanup:
    - No issues reported.
    - In fact, received compliments on the job TNT did in the way of cleanup.
    - 25 to 30 Participants at a cost of \$1500 / \$50 to \$60 per participant.

Motion made to contract with TNT for next year:  
Joe X Maria X Lynne X Greg X Brian X Blake X Rich X Rebecca X Aaron X

Motion approved.
- **New Business:**
  - Attorney: Attorney of Record
    - Theresa Bowers- Attorney at Stuart and Branigin
    - Specializes in HOAs and was a Civil Engineer working county drainage (should be excellent for retention pond advice).
    - Has done some work on the pond. Have not received a bill yet. Inquiry made as to the cost of the work the attorney has done thus far.

- Question as to the procedure for contacting the attorney. Noted that the Board agreed that Board approval will be sought before the attorney is contacted to work on any issue.
- Welcome Committee: (Joe and Kathy)
  - New Homeowners for Sandie Donahue's house, Edward W. & Blanca Q. Fauble.
    - Closing 7/26/2023.
  - For Sale 710 Emerald Drive, Aaron and Sara Hill
  - For Sale 709 Tiffany Court, Jenny Silva (second lot)
- Development Committee:
  - 622 Shady Creek Drive - possible review of water shed drainage using "rock bedding diversion of flow. Note that watershed drainage is the responsibility of the homeowner.
  - 709 Tiffany Court - contractor contacted requesting building approval requirements for Board review. Phone call requested email to formally inquire, but he was just investigating. He knows it needs approval and he must provide all building plans and site location.
  - Pond Update:
    - Legally the Board and Association is Covered by Covenants Hold Harmless Clause. The HOA is not liable for activities/injuries, etc., on the pond because there is a no-fault clause in the covenants.
    - Cover outlet design done, getting quote and delivery.
    - Question about who owns the pond and who is responsible for work/repairs on the pond. Noted that the homeowners who own the land own the pond, but according to the covenants, the HOA is responsible for its maintenance. Only the homeowners who own the land around the pond are allowed to use the pond.
    - Some maintenance such as chemical treatments and stocking with grass carp has been done by the homeowners.
    - Joe will put together a document from the attorney that outlines the responsibilities and liabilities on the pond for the Board. The Board will then review, and any further questions will be taken back to the attorney to answer.
    - Suggested to send out information to the neighborhood about the reason for pond and who is responsible for the pond.
- Maintenance:
  - Much thanks for Maintenance and Plantings to John and Kathy McGraw for our beautiful Southeast entrance and to Linda Miller and Rich McDaniel for work on our beautiful Northwest entrance. And thanks to Jimmy Gross Landscaping Service for mulch and mowing.
  - Roadways:
    - Jim Vahle and Joe are scheduling a meeting with the highway dept to discuss repair plans. WVE is on the county's list for road repairs. Plan to review Jim's list with the county's list. Meeting to occur by 8/15/2023.
    - Types of repairs – the county does not want to black top because the roads will deteriorate more quickly.
    - Try to construct long term continuous plan.

- Discussion about large trucks (i.e., garbage trucks) contributing heavily to the breakdown of roads.
- Discussed getting quotes for one service provider for trash pickup for the entire neighborhood. Decided that trash pickup needs to include recycling service. Blake will get quotes from at least 3 companies and put together a proposal.
- Future Needs Funding:
  - Front Entrance, rebuild.
  - Pond Dredge being investigated with attorney and County.
  - Pond Overflow Grate – Greg offered to get the grate done for the price of the material.
  - Mailboxes - \$200/yr. – Not sure amount is enough to cover need for replacement. Jimmy Gross and Joe have been repairing. Blake suggested implementing a 5-year plan for replacing mailboxes and do a certain amount of mailboxes each year so the expenses don't all come in at once.
  - If there are any other issues that we might encounter expenses on, we need to establish budgets for needed issues. Will likely need to increase assessments to cover expenses.
- Next Newsletter:
  - Rebecca will put together another newsletter. Will get one out before the summer picnic – approximately the 1<sup>st</sup> of August.
- Summer picnic:
  - When – discussed having picnic in August – the weekend of the 19<sup>th</sup> or the 26<sup>th</sup>.
  - Where – Joe to check to see if the lot it was hosted in last year is available. Backup plan: Baumgartners would also allow neighborhood to use one of their lots at the top of the hill.
  - What – plan to have a Food Truck or catered meal.
  - Discussed that the food provided last year was not kept at food-safe temperatures.
  - Joe will look into renting the same pirate ship /obstacle course as last year. Maria will contact Food trucks/caterers. Neighbors will be asked to bring desserts. Neighbors will also be contacted about bring pop up tents.
  - Greg to provide electricity from his house. Board to purchase extension cords.
  - Need tables/ chairs.
  - Lynne and Rebecca will be responsible for getting tableware, napkins, cups, etc.
  - Lynne will send out a flyer about the picnic as soon as details are decided.

Approval of plan on the picnic to move forward:

Joe X Maria X Lynne X Greg X Brian    Blake X Rich X Rebecca X Aaron X

- Enforcement of Covenants:

- Complaint Form:

- Review proposal (Brian and Greg).
- Discussed linking covenants to complaint form and having them in a look-up table. Not sure we have the capability to link them in this way. Will forego linking at this time.
- Complaint form is to go on the website for neighbors to fill out and send to board member.
- Submitters have to put name on Complaint Form.
- Zoom meeting with Email Vote no later than 2 weeks after receipt of complaint with reply to resident regarding Board decision and reason for decision.
- Complaint form will be sent to Lynne, and she will distribute to the Board.
- Joe and Greg to clean up form and present by 8/01 to Board.

- Response Method:

- Notification
  - Friendly Notification by mail and email with next actions
    - Call to discuss if reason for safety.
  - Follow up warning with copy to attorney and corrective action required and date to correct (may vary and non-compliant consequences)
  - Final Action Notification (corrections could be contracted out and lean placed on property)

Approval of plan for Complaint form to move forward:

Joe X Maria X Lynne X Greg X Brian    Blake X Rich X Rebecca X Aaron X

- Car Parking on the Street and Intersections

- Current concerns about residents parking too close to corners /intersections. Presents as a safety issue.
- Joe spoke with the County Highway exec., and he is not aware of rules about parking on streets in subdivisions. County exec. reported that most neighborhoods put restrictions in their covenants. There are guidelines for parking on curves, at intersections, and at stop signs that the County exec will send to Joe.
- Discussed difficulty with enforcing / policing parking restriction.
- Present restriction is parking for maximum of 24 hours.
- Proposal:
  - Joe proposed no parking ever on corners or close to intersections Max 8 hrs. including trailers and RVs and if longer, email or call requesting extension to the Board stating reason for request, how long, and where they're going to park it.
  - Discussion – too difficult to enforce and disagreement among the Board on the 8-hour restriction.
  - No vote to move forward with plan.

- Airbnb
  - Joe suggested a Zoom meeting to decide on Airbnb.
  - Lynne's Proposal – to send via email to Board.
  - Try new method of email voting to approve. Plan to discuss modifications / additions via email and will plan to vote on a proposal by July 31, 2023
- Meeting Agenda:
  - Maria suggested that the agenda and the Board meetings needs to be done differently and more efficiently in the future. The agenda needs to be a collaborative effort on what's important, and some of the decisions could be made by email.
- (HOLD) Revised Board of Directors Insurance Coverage:
  - Coverage is good for 2023.
  - REM Insurance has been working on a comparison to existing policy.
- By-Law proposal from Blake on addressing Board conduct:
  - Proposal addresses Board members behavior – acting out of line, discussing neighborhood issues with those outside of neighborhood, etc.
  - Plan to discuss via email.
- By-Laws:
  - Need to be updated.
  - Board can change By-Laws without vote of neighborhood.
- Motion to Adjourn made by Greg. Second: Blake. Time: 8:27PM.
  - Voted to adjourn the meeting:  
 Joe X Maria X Lynne X Greg X Brian \_ Blake X Rich X Rebecca X Aaron X

Respectfully submitted,

Lynne M. Burns

WVE HOA Secretary