

Willow Lake HOA Board Meeting Minutes

Tuesday, September 10, 2024

The meeting was held at 828 Willow Lake and was called to order at 6:30pm.

Board members present: Mike Carrigan, Jonathan Crawford, David Slabodnick, Joe Casella, Kit Rogers, Mike Crawford, Diane Linette

Mr. Carrigan explained the current policy in the Covenants regarding short-term rentals in the neighborhood that are less than 6 months and recommended a fine structure. The bylaws currently allow the HOA Board of Directors to assess fines to homes that are in violation of the Covenants. The Board discussed an appropriate warning procedure to give notice to the homeowner, and consequently a fine structure should the owner continue to be in violation of the covenants. Mr. Slabodnick motions to approve the fine structure; Mr. Casella seconds the motion. Board approved.

Mr. Carrigan and Mr. J. Crawford reviewed the overall Covenant Violations including the Lawn Maintenance Policy, Recreational Vehicles and or similar structures, among others to create a fine structure and notification procedure for the homeowners. Mr. Slabodnick motions to approve the Covenant Violation fine structure and procedure; Mr. Casella seconds the motion. Board approved.

Mr. Carrigan provides an update for the vacant lot that was recently cleared and its building status, as well as a probability of a lien assessment. He also review the updated lien procedure. Mr. J. Crawford motions to approve the revised lien procedure and to contact our Association lawyer to place a lien on the lot; Mr. Casella seconds the motion. Board approved.

The lien procedure, short term rental policy and lawn maintenance policy will be posted on the Willow Lake Website, willowlakeatjonescreek.com

Mr. Carrigan discusses the Billing Cycle to continue a bi-annual fee structure, due January 31st and July 31st, respectively. Mr. Slabodnick requests that the community billing cycle revert back to Quarterly dues. The Board of Directors voted on the decision to keep (Bi-Annual) or change (Quarterly) the HOA Dues structure. The Board voted to keep the structure as is with Bi-Annual Billing due January 31st and July 31st.

With the concern of the increase in dues, along with the Bi-Annual billing cycle, Mr. Rogers was tasked with finding alternative methods of payment. Mr. Rogers discusses other options for payment of annual dues outside of using a check to include the potential use of credit cards. All of the card options required a monthly or annual subscription, plus additional processing fees. It is worth noting that it is in everyone's best interest that the Community maintain the current Bi-Annual Billing structures. The rising cost of services and processing fees, along with the need to bring accounts current after each billing cycle, is not an overnight task. It requires consistent and thorough follow-ups and check-ins to bring accounts current, and the Bi-Annual structure has shown to be much more effective than the Quarterly structure.

Mr. Casella presents the bids for the tree removal at the front entrance. Mr. J Crawford approved the EGTS bid, Mr. Carrigan seconds the motion. Mr. Casella also presents the landscape proposal and has received a maximum of 2% cost increase from Yellowstone. With the low increase, it will not be necessary to solicit bids and the community will retain Yellowstone. Mr. J. Crawford motioned to approve the 2024 Balance

Sheet and P&L Statement, regarding the Buffer Accrual, and the Eben Gray Tree Services tree removal. Mr. Slabodnick seconds the motion. Board approved.

Mr. M. Carrigan discusses the Bylaws and dues for the Board Members to increase from a single quarter to a 2-quarter discount. Mr. Casella motions to approve; Mr. Slabodnick seconds the motion. Board approved.

Mr. Slabodnick proposes a fix for the camera system. The current lights shine directly into the camera. This is a problem because at night time, the angle of the lighting obstructs the vision of the camera. Mr. Slabodnick proposed a couple of options including an adjustment to the lighting, as well as a new camera system to include additional cameras. After reviewing the options as well as their costs, the Board agreed to start with adjusting the lights. Mr. Rogers motions to approve the change in the lights; Mr. J. Crawford seconds the motion.

Mr. Slabodnick requests to become a part of the Architectural Committee. Mr. J Crawford approves, along with Mr. Rogers. Board approves.

Ms. Linette will be tasked with updating and maintaining the website, as well as setting the date and location for the Annual Meeting.

Motion to adjourn brought by Mr. J Crawford, seconded by Mrs. Linette. Board approved. Meeting adjourned at 8:10pm.

Respectfully Submitted,

Diane Linette