

# **Westwood Hills Homeowners Association**

## **Minutes from October 13, 2024 Annual Homeowners Meeting**

### **Call to Order:**

The meeting began at 2:04 pm and was called to order by Ellen Willets.

**In attendance** were Ellen Willets, Shannon Kimball, Brian Kingsley, Curtis Lesslie, Joe Meyers, Bill Schulteis, and Bill Wilson. Melissa Hickam, HOA manager was not present due to a family emergency.

The meeting began with Ellen welcoming homeowners to the annual meeting and an introduction of Board Members and the HOA Manager. Each board member gave a brief review of their time on the board.

### **Determination of Quorum: Curtis Lesslie, HOA Secretary:**

Upon review of homeowners confirmed to be present and proxies held, it was determined that 114\* of 253 lots were represented, meeting the minimum required for a quorum (253 lots @ 30 % = 76) was present. (\*109 was reported at the meeting, but review of the proxies and check in sheet resulted in a corrected value.)

### **Approval of September 11, 2023 Annual Meeting Minutes:**

**Motion:** Martha Masiton (324 Eaton Drive) moved to approve minutes from the September 11, 2023 annual meeting and Paul Tennis (326 Keaton Court) seconded the motion. The motion was approved with no objection.

### **Review of 2024: Ellen Willets**

- o Addition of fire lane bollards that will be installed soon.
- o There was a question if another developer might re-zone the undeveloped Drake property west of Eisenhower. Ellen encouraged homeowners to welcome a developer wanting to build homes that would be preferred by WHH rather than commercial or high-density homes.

### **Committee Reports**

#### **Social Committee Report – Bill Schulteis**

Bill encourages members to participate in the social planning for the HOA and briefly review the activities in 2024.

- Pool social was held in April; Parade for July 4 was well attended. A number of clubs have been active in 2024.
- November holiday lighting event be occur at 5:30 pm November 29, 2024 – encouraged block by block participation and gatherings.
- Need someone to lead a hiking and biking club, which there seems to be interest.

#### **Architectural Review Committee Report - Joe Meyers**

- Joe thanked Julie Lesslie (4 years) and Nancy Bregman (7 years) for their time serving on the committee. Looking for new members to replace these two vacant positions.
- Neighborhood standard currently specifies trench edging for flowerbeds. The committee will be developing a new standard that may allow different edging such as manufactured stone.

#### **Landscape Committee Report - Ellen Willets**

- Bill S. - Pond maintenance has been challenging due to construction damage to power line on Pond 1. Pond 2 electrical has an issue the last few days and is being looked into.
- Variety of game fish and some grass carp were added to Ponds 1 and 2 again this fall. Algae still needs to be treated one more time in 2024; algae buildup has increased.
- Ellen - Wakarusa construction has damaged landscaping of the HOA that was in the utility easement. A bid for replacement of the plants and repair of the sprinkler are on hand for once the construction is complete.
- Cody Court landscaping has been replaced and a number of trees have been trimmed or removed if dead
- Snow removal and mowing maps --- some areas of mowing remained too rough for Schendel to mow in 2024. Also, improving mowing around ponds to prevent grass clippings blowing into ponds. Noted attempt to maintain 25' buffer between common area and homeowner yards.
  - o Ron Schweer (305 White Drive) questioned if anyone monitors mowing to ensure that the areas we are paying for are routinely mowed? Ellen - No, not each time, but please let her know if there are areas that need addressed.

#### **2024 City Street Improvements – Brian Kingsley**

- Brian developed a list of HOA street/curb improvements and deficiencies that needed to be addressed and provided to the City in 2023. To the extent the City agrees, these repairs will be made in 2025.

- 2024/2025 City improvement map shows various improvements planned.
  - o Let Brian know if there are repairs that still need to be addressed.
  - o Jim Schnolobelen (339 White) Questioned if the Eisenhower/Queens intersection will be further modified, as the south portion seems narrow? Brian stated that work at the intersection is complete and no further change is planned.
  - o Jim Schnolobelen also asked about the lighting at the Eisenhower/Queens road - has anyone approached the city about adding a light here? Brian responded that lighting at that location is part of the WWH development and is something we plan to do in the future. More discussion later in the meeting on this topic.

#### **Treasure Report - Bill Wilson**

- Reported balance of accounts as of 10/10/2024 - Small business checking \$3,175.18; Business Money Market \$41,567.60; Reserve \$29,500.
- Financial reports were provided for review.

#### **HOA Budget Review – Brian Kingsley**

- Ellen reviewed the process for providing comments regarding long term strategy. The HOA cannot borrow money. All structures in the HOA are now 20 years old and many in need of repair.
- Brian reviewed the budget forecast spreadsheet provided to those attending. No final decisions have been made; this discussion is intended for seeking input on future budget. What do we want WWH to look like 5 years out?
- Last dues increase was in 2017 for the HOA. The neighborhood standard in intended to be applied across all areas of the HOA. The landscaping needs to be improved on the Sunset side as final development is completed. By the end of 2024, the Board must determine dues for 2025.
- Budget for fixed expenses shows that inflation has gone up significantly in the past couple of year. Fixed Expenses represent costs that are not optional for long term operation of the HOA.
- Budget Driven Operation and Maintenance Expenses are flexible in timing and execution.
- Depending on how the Drake property is developed, WWH may have to do a lot of work with landscaping to screen that area in the future. Brian envisions a landscape easement by WWH on the Drake side of Eisenhower to allow for placement of screening. It is important for WWH to work closely with the developer to accomplish the best outcome for any new development integration into the area.
- Brian reviewed the current list of items deemed by the board as being necessary for either safety concerns or overall completion of the development, including Pond 1 retaining wall repair and streetlight completion. The board is looking for ideas to repair the Pond 1 retaining wall, but current estimates to replace/repair are \$200,000. Light poles are considered a safety item applicable to the entire neighborhood standard.
- Monument signs were not deemed by the board to be a need, but rather an optional improvement.
- Pool expansion and Tract D&A sidewalk remain items that are optional and still being evaluated.

The board has not yet taken any action on due increases for 2025. Feedback from today's meeting will be important to that.

#### **Review of 2025 Projected Budget Summary including \$35 increase:**

- The board identified needed items in green so that money can be accumulated sufficient to allow the improvements over the next 5 years. These items resulted in the determination of a \$35 increase to fund these project for completion in the 5 years term. Option items may be added to the 5 year budget is homeowners support based on a survey and cost estimate for each item. The survey will be developed and distributed later this year.

#### **Member Questions and Feedback**

- Jim Schnolobelen (339 White) – Question about the 5 year plan. What light poles are planned?
  - o Brian – one at the end of Landon Court as well as along Dole/Chesbro. The map illustrating new light poles proposed was presented and is available on line. There are six new lights proposed and estimated at \$100,000 to procure and have installed (and depend on power from the closest home in the HOA). Each pole is ~\$10,000, not including installation.
- Bill Ackerly (301 Eaton) – It is important to remember that we all only have so many buckets to take money out of. Those in the benefit district for Queens Improvement and 6<sup>th</sup> Street Signal assessments that apply. His property was assessed over \$5,000 and expects the City will send out notices in the next few months for those assessments.
  - o Brian noted that this was a City initiative and beyond the scope of the HOA.

- Pat Willer (331 Carver) – Agreed that “safety” items such as pond wall and lights are important. She noted the pool is not accessible for those with handicaps or disabilities, which may limit use of the pool by some homeowners.
- Brad Burnhardt – What is the plan to irrigate common area between pond 1 on Parker new homes?
  - o Brian confirmed that this new common area will have to be included in irrigation and mowing. Irrigation will include the new fire lane that is within common area.
  - o Ellen noted the sprinkler control boxes are old and not allowing control as we would like. Better irrigation controls are needed in order to make this happen.
- Paul Tennis (326 N Keaton) – questioned where Tract D&A sidewalk is proposed?
  - o Brian reviewed the original plat concept where pedestrian easements are applied. There are areas where a 5 foot sidewalk cannot reasonably be placed. Board also hired an evaluation of the grade/slope in certain sections and some were deemed infeasible. When we send out the next survey, there will be maps and photos included.
- Pat Kerich (312 Eaton) – Wanted to amplify what Bill Ackerly said. Every house in the Sunset and Enclave is responsible for paying a big part of Queens Road special assessments. Those people are paying \$3,500 to \$10,000 for that. Any increases for the pool should be taken out of the plan as many of those living in these areas don’t even use the pool.
  - o Joe noted that you can look on the City web site and see the fee that will likely apply.
- Patti Davis (352 Eaton) – Will the fire lane bollards have a chain?
  - o Ellen -No, they are collapsable, and Brian worked with the fire chief to get the right ones.
- Tiffany Vidoli (308 N. White) – Appreciate comment about achieving parity across the HOA. Are we talking about landscaping within the HOA or outside? She also requested that we install HOA lights poles and not request wooden poles from the City.
  - o Brian wants to get a landscape easement on the west/south side of Eisenhower to screen the Drake area, unless that becomes part of the HOA, in which case we would need to address landscaping along west end of the Wakarusa wall.
- Lisa Kring (301 Carver) – asked that fee schedule be presented as cost per month for each items. Also, can we raise HOA dues in line with the CPI to provide for annual increase in line with inflation?
  - o Brian believes that a \$35 dues increase will accomplish the HOA’s goals for next 5 years. Healthy rate structures do include annual inflation increases, but we have not done that in the past for WWH dues. The incremental increases may be installed after 5 years of the \$35 increase currently being considered.
- Nancy Whitson (252 Earhart Circle)– does WWH maintain the island on Wakarusa? If so, can the visibility be improved for eastbound traffic turning north on Dole?
  - o Ellen explained that the HOA does maintain the island and that a tree was recently removed which improved visibility some. There was also discussion about the signed speed for Wakarusa.
- Emily Ward (215 Earhart Circle)– will the board consider a gradual \$35 increase over time rather than one time increase now?
  - o Brian - that depends on how folks respond to the survey. A gradual increase extends the time needed to accrue the funds needed to accomplish any specific items.
  - o Emily requested that estimated cost and dues increase needed for each future improvement. Also, are all light poles of equal safety importance... do we have to do them all at once for example? She characterized the pond wall as an “attractive nuisance” and suggested signs of risk be posted.
- One homeowner requested the survey to identify priority and timing.

Ellen solicited some feedback to how the survey should be constructed. Emily has volunteered to assist with this.

Other items suggested for consideration on the survey of improvement items included a bike rack at the pool and a dedicated pickle ball court with light to allow for more use.

- o Ester Long – thanked the board and believes the presentation has been thorough. Believes the board has been great stewards to not increased dues since 2017.

**Election of Board of Directors:**

Shannon Kimball (257 Earhart Circle), Andrew Collmeyer (5224 Brown) and Kiley Patterson (254 Landon Ct) introduced themselves.

**Motion:** Ken Long (336 Keaton Court) moved to elect the three unopposed board members on the ballot. Jim S (335 White) seconded and there was unanimous approval of the motion.

**Lost and found item:** Shannon found that Caleb Keaton is the owner of the iWatch found at the pool. Contact Shannon Kimball for the iWatch.

The meeting was adjourned at 3:59 pm

Respectfully submitted.  
Curtis Lesslie, Secretary

DRAFT - not yet approved