

Westwood Hills Homeowners Association Minutes from October 25, 2020, Annual Members Meeting

The meeting (video conference) began at 2:10 pm and was called to order by Ellen Willets.

Board of Directors in attendance included Ellen Willets, Brian Kingsley, Shannon Kimball, Curtis Lesslie, Deb Locke, Ben Newell as well as Melissa Hickam, HOA Manager.

The meeting was initiated while a quorum determination was made based on ZOOM screen names with addresses included and a review of attendees compared to the current home/lot owner list. A number of proxies were recorded and it was ultimately determined that 78 homes/lots were represented when proxies were included, exceeding the 74 needed to form a quorum.

Ellen proceeded with reports for 2020 from each Committee.

Social Committee Report – Deb Locke

- A review of the pool season noted that the pool ran smoothly once opened after being delayed by Kansas COVID-19 restrictions.
- The Pooch Plunge was held in early October.
- No other social events were conducted in 2020 due to COVID constraints.
- Currently, only 4 people serve on the Social Committee and additional volunteers were solicited, particularly those living in the Sunrise area of the HOA. Those interested were asked to send an email to Melissa Hickam.

Architectural Committee – Shannon Kimball

Ellen noted that Cecilia Goreman will be moving off the committee and thanked her for the years she has served on the committee. The committee meets on the first and third Wednesdays of each month and currently has 5 members, including two Board members (Shannon Kimball and Brian Kingsley).

ACTION ITEM: Any homeowners interested in serving on the committee send an email to Melissa Hickam.

Melissa Hickam provided a summary of applications considered by the committee in 2020, including the following categories:

New Homes (10), Landscape changes (14), Playsets (4), Fences (9), French Drains/Drainage revisions (6), Repainting (3), New Roof (3), Solar Panel addition (2), New Garage Doors (1), New or Modified Deck (9), Security Camera (2), Sun Room (1).

Melissa requested that homeowners notify her of any planned changes to house exteriors, noting that applications for exterior modifications submitted by 5 pm Tuesday will be included on the agenda for the twice-monthly Wednesday meetings. A site plan should be included with any new/modified deck, fence, or playsets.

Ellen reminded everyone that Melissa is a hired representative of the Board and communications from her are prepared and directed by the Board. Brian also noted that the duty of the Board is to monitor and enforce provisions of the restrictive covenants.

Landscape Committee – Ellen Willets

Ellen provided a presentation depicting the various landscaping additions and improvements made in common areas in 2020, including an extension of the Wakarusa wall and associated new landscaping, new Pond #1 fountain and light, added areas of mowing around remaining ponds, and routine maintenance of existing landscape areas.

Homeowners were encouraged to contact a Board member or Melissa with any concerns or questions about maintenance of common area landscaping or structures.

Other Items:

- Reviewed a purchase option recently entered by the HOA to purchase Lot 0, just north of the HOA pool area. The HOA has until December 31, 2022, to purchase the lot from GD Development. The Board has also agreed to repay historic debt to GD Development once the audited financials are completed in early 2021.
- Reviewed request by CP Property Holdings for the HOA Board to provide written support for a rezoning request that will be brought to the City Planning Commission for the 2+ acres of undeveloped property south of the Enclave along Wakarusa. The proposal by CP would convert the property from its current multi-family zoning to single family designation with 9 single family homes that would become part of the HOA once developed and sold. The Board intends to support the re-zoning proposal and homeowners are encouraged to do so as well.

ACTION ITEM: Please contact Ellen with any questions about how to support this re-zoning effort.

Strategic Plan – Brian Kingsley

Brian briefly reviewed current financials since Bill Wilson was not present at the meeting. The primary operating account balance is currently \$74,368 and the reserve account is currently \$29,424 after \$3,000 was recently contributed by a developer for use towards future street lights in areas not yet fully developed.

Brian then proceeded to review the strategic plan developed over the past few months to illustrate on-going HOA costs and account balances as new spending is considered for the future. Items that have been suggested in past HOA survey of homeowners include pool expansion, path additions, entrance monument/signage, street lights, street signs/posts, in addition of maintenance of existing structures, landscaping, etc. Addition of new infrastructure also adds future costs for routine maintenance and needs to be factored into budgetary planning. The spreadsheet developed helps homeowners understand the cost of operation of the HOA and projects needed funds for new additions.

Homeowners were encouraged to download the spreadsheet provided with annual meeting materials and the list of potential future improvements (from 2018 homeowners survey) for review. They are also encouraged to participate in discussions as to the direction of future plans as these decisions may also result in the need for HOA dues increases. In-person meetings will be held to solicit ideas and feedback once COVID concerns have been alleviated. Ellen also noted that monthly BOD meetings are held on the fourth Sunday of each month at 4 pm and members are welcome to attend and express ideas or concerns there.

Yard Signs Rule Discussion:

Ellen reviewed the existing yard sign rule language and solicited comments from attendees, as there are a number of homeowners who have been in violation of the rules in 2020. She noted that at this time, while homeowners have been sent notices to remove non-conforming yard signs, there have been no fines issued as a result of the non-conforming yard signs not being removed, but this will not be the case once a revised fine schedule is approved by the BOD; this is expected to occur during the November meeting.

HOA members Margaret Roszak, Denise Trummel, Katie Barberena and Kurt Goester each expressed support to revisions to the rules to allow celebratory signs and/or signs in support of school activities participated in by children of homeowners. Several attendees who have lived in the HOA for many years questioned what has changed to result in enforcement of the rule as written now, since in their view high schooler/celebratory yard signs have been present in past years and homeowners were not asked to take them down.

After hearing these views, BOD members noted that the rules have not changed but that the Board is responsible for ensuring the rules for the HOA are uniformly enforced in order to preserve enforcement authority. BOD members understand the desire of members to allow celebratory signs but are concerned that allowing some signs opens the door to allow any sign.

ACTION ITEM: Ellen requested that homeowners who are interested in having the restrictive covenants revised volunteer to serve on a committee to evaluate and propose new language for consideration by the BOD related to allowable yard signs. Margaret Roszak expressed interest in being on this committee and others were asked to submit an email to Melissa to be part of the committee.

Approval of 2019 Annual Meeting Minutes:

Draft minutes provided in the meeting materials were reviewed, Kay Brada moved that they be approved and Shannon seconded. The motion was unanimously approved.

BOD Election:

Two board seats currently occupied by Ellen and Brian are up for election to 3 year terms. While one person was nominated for one of these seats, the nomination was not accepted. Since both Ellen and Brian have accepted the nomination and were willing to serve for 3 additional years, both were unanimously approved by members present to continue on the Board. A quorum of 78 lots were represented, either on ZOOM or via proxy.

ACTION ITEM: Ellen Willets and Brian Kingsley were elected to serve on the board through 2023.

Questions from homeowners:

A question was raised on the current status of the property west of the Eisenhower entrance along Wakarusa. This land is not part of the HOA. While none of the BOD was aware of news regarding potential future development, it is something that will be checked on periodically and reported during future meetings.

The meeting was adjourned at 3:45 pm.

Respectfully submitted.
Curtis Lesslie, Secretary