

WOODLYN CROSSING BOARD of DIRECTORS BOARD MEETING

December 19th, 2024

Held via Zoom-Members present: Howard Gottlieb, Tim Handley,
Arthur Krauss, Craig Block, Daniel Johnson
Managing: Charles Narod.

- ❖ This meeting was held via Zoom and was called to order at 6:31 pm.
- **The following was discussed in Executive Session:**
- Review of the November 2024 “Delinquent List” as prepared by Zinman & Company.
- Brad Lare provided the Board with his November 2024 Brad Lare Legal Report and updates on his pending litigation. The Board reviewed this report.
- The Board reviewed and discussed the aging schedule, which is currently at \$105,808.45 and in November was at \$87,257.77. Dues were required to be paid in November and the increase is due to those being late/not paying the November dues. The Board encourages all residents to contact the Association office should they have a specific issue with payment and need to make payment arrangements.
- The Board reviewed and discussed the November 2024 Budget & Balance sheets as prepared by Zinman & Co. Additional funds need to be moved into the tree item list because additional tree work needs to be. Everything else appears to be in order.
- Arthur reviewed and advised the Board on our Investments, RBC statement 11/01/24-11/30/24. Arthur continuously speaks with our Advisor, and all is in order.
- Co-Manager (CN) to review & discuss:
 - 654 VSC-Chuck will need to determine the condition and suggest further actions!
 - New Blink camera installed in the salt bin area.
 - Falcon Group Reserve Study
 - The Reserve Study provided WCHOA Board of Directors a copy of their Reserve Study which consisted of 53 pages. The Reserve Study was quite in depth and identified some areas where our potential big expenditures are, including courts owned by the association.
 - The HOA does not truly separate capital reserve expenditures and normal expenditures.
 - This Reserve Study report suggested that we are in good financial shape as far as our reserves are concerned. The Reserve Study basically advised and identified that:
 - From an engineering company what our expected needs are in the HOA
 - Confirms that we have reasonable reserves
 - Confirms that our dues are appropriate, at this time
 - The Reserve Study will be available to those who would like to view it.
 - Discussion of Pond survey by Solitude Lake Management-John Phelps,
<https://www.solitudelakemanagement.com/>
 - Tim, Craig, Dan, Chuck, and Paul virtually met with a representative of Solitude Lake Management regarding options for pond maintenance, including hydro-raking and removal of debris from the various

ponds in Woodlyn Crossing. The last time the ponds had a major overhaul, which included the emptying of the ponds, and then removal of sediment, was in April 2015 with Gilmore & Associates, Inc.

- This company has ways to remove sediment via hydro-raking, which is less intrusive to wildlife and less costly.
- The HOA will continue to look into this option, as a yearly maintenance, with one pond per year.
- The HOA will continue to engage this company, to start with one pond, which is in the worst shape.
- The budget for next FY will include additional money for this pond maintenance program.

➤ Governing HOA documents

- Reidenbach & Associates, LLC, (Jarrett J. Donaghy, Esq.)- has completed their review of our Governing Documents overview of the next steps and associated costs for the proposed amendment project:
- Based on the scope of work, amending and restating the Declaration and Bylaws, and further amending the Rules and Regulations and Resale Certificate, we estimate that the cost to complete the amendments will range between \$5,000 and \$8,000. To proceed, they would require an initial retainer of \$5,000. Please note that this is an estimate rather a cap, as the final cost may vary depending on the complexity of the amendments and the level of involvement required throughout the process. By way of example, if the Association agrees to move forward on this necessary project, Reidenbach and Associates would provide the Board with drafts of the proposed documents and then discuss what the Board likes, and what it doesn't. Reidenbach and Associates will make recommendations based on our experience and knowledge of the law, but there is some tailoring for every Association pursuant to its particular needs.
- As mentioned above, this amendment project will focus primarily on providing an Amended & Restated Declaration ("ARD"), which will incorporate any amendments into a singular document [to the extent that they are still relevant], adopt the Uniform Planned Community Act (UPCA), [instead of the Uniform Property Act (UPA) that it is currently organized under], and add clarifying language prevalent in modern associations to get more with less effort. The intent behind our recommendation to move forward with an ARD is to provide additional protections for the Association and improve ease of governance for the Board. As the ARD serves as the master document, we would also recommend revisions to the current Bylaws and Rules & Regulations to ensure cohesive compliance and alignment with the new Declaration to avoid any ambiguity or conflict between the Governing Documents. Additionally, Reidenbach and Associates recommend enhancing and revising the Resale Certificate to ensure full compliance with the UPCA and the ARD. For example, such changes would provide the Board/Association with legal authority to implement certain additional charges on its Resale Certificate (beyond the bare minimum dictated by statute) and make certain informational disclosures, and the timing of same, a requirement of the selling unit owner and/or buying unit owner.
- Dan made a motion to fund this, Craig seconded, all in favor to fund this project this FY, if possible, if not, it will be budgeted for next year.

➤ Co-Manager's (PH) Report on state of the association:

Pool Parking Lot:

➤ Salt- has been delivered by LST and stored.

- Our Snow/Salting contract will likely be on site this weekend for the first potential salting event of the year.

➤ Two solar lights purchased and installed for pool parking lot-stair area and southside wooded area.

➤ Another new trash can installed in pool parking lot. Constant Contact needs to go out asking residents to refrain from using Common Ground trash receptacles for bags of household trash. Trash cans are being stuffed to overflowing with residential trash!

Playgrounds:

- All are freshly mulched with triple milled commercial grade mulch.
- Landscape timbers reset and painted.
- Worn equipment and parts replaced.
- A new bench for the VSC/PRC playground has been purchased. Will need to select location and set footers.

Other areas:

- Manhole repair on Ashton Circle completed.
- Fall clean up - Leaves, trimming & bed mulching completed.
- Leon Circle access trail to Playwicki Farm mulched.
- Front Island, Pear trees- all bottom strings of lights on trees had to be replaced due to tampering & vandalism.
- Ponds- fountains removed. Anchors and power cords appear to have been tampered with.
- New trail cams purchased for various areas of non-compliance of Rules & Regs (i.e. Trash, dealer cars, vandalism of Common Grounds, etc.)

❖ **As a reminder for residents-Board Elections:**

Election protocols: Any individual (must be an owner and not a renter) wishing to run for a spot on the WCHOA Board will need to have their petition with the required signatures into the WCHOA office by March 31, of year due up. If an individual has submitted a petition for a position on the Board, with the required number of signatures, an election will be held in the end of April 2025 (exact dates and times to be determined later).

➤ Board Seats Tenure:

Tim- 2019 - Seat due up 2029 (was due up 2024 and no petitions submitted)

Howard - 2020 - Seat due up 2025*

Dan Johnson - Seat due up 2026 (Replaced Chuck – 2021-(Resigned 08/2024)

Arthur - 2022 - Seat due up 2027

Craig - 2023 - Seat due up 2028

*Please note: It is suggested that the Board Seat that is due up should be filled with a resident with a financial knowledge/background preferred.

❖ **Adjournment.**

- Dan made a motion to adjourn, Arthur Seconded, all in favor. Meeting adjourned at 7:20 pm.