

# HOMESTEAD IN THE WILLOWS HOMEOWNERS ASSOCIATION

Regular Board Meeting September 14, 2020 – Unofficial Minutes

**CALL TO ORDER:** President, Donald Luther, called the meeting to order at 6:37 p.m. Board Members present were Donald Luther, Bruce Thorne and Shane Meakim. Also attending were Business Manager, Katie Kidwell; Pool Manager, Jaylene Jones, Tennis Manager, Jill Ellsworth; Landscape Manager, Nancy Bauer and ACC admin Nancy Parker.

**MINUTES:** The minutes of the August 10, 2020 regular meeting were approved as read.

**SOCIAL COMMITTEE:** No report.

**SWIM TEAM:** No report.

## MANAGER REPORTS

1. **POOL:** Manager Jaylene Jones reported that the south side underwater lights at the North Pool were not working. She advised the Board about the options to fix the current incandescent lights or to replace them with LED lights. The pool is still lit well enough by the lights on the north side of the pool to avoid a safety issue so the Board agreed to replace or fix the lights after the pool closes for the season. Jaylene will have the 2021 budget ready for the October Board meeting but warned that all three pools needed resurfacing which is a significant expense.
2. **LANDSCAPE:** Manager Nancy Bauer reported that she continued to work to get Comcast cables buried throughout the property. Nancy had increased the servicing of the pet waste stations and had not heard any new complaints from homeowners. Nancy presented a preliminary 2021 budget to the Board. The Landscape budget will need to be increased for 2021. Nancy recommended spending \$25,000 from the reserve fund for renovations. The repair budget is higher this year because of more repairs. Renovation of entire zones will help keep the repair budget lower. The mature trees have become more expensive to maintain because they are older, larger and the Association had lost the longtime trusted vendor who cared for much of the property. Tree pruning now requires bucket trucks which is more expensive. The perimeter fence cost was increasing as well due to so many old fence posts and Nancy's time servicing the property was increasing as well because Homestead's grounds are requiring more maintenance.
3. **TENNIS:** Manager Jill Ellsworth reported that the North Courts would be resurfaced in May, 2021, the windscreens and divider nets had been repaired or replaced, and the USTA leagues would end the week of October 10<sup>th</sup>. The pandemic delayed the start of league play forcing the leagues to continue playing later into the year. Because it is getting dark around 7pm the evening leagues will be starting their matches at 5 or 5:30 instead of 6:30. The Board and Jill discussed the retaining wall between the upper and lower North Courts which is failing. One repair estimate totalled \$16,000. The company who built the tennis courts, Renner Sport Surfaces, sub-contracted the wall to an outside company and claims they are not responsible to repair it. The Board asked Jill to continue to hold Renner responsible for the repair and to report her progress at the October meeting.
4. **ACC:** Admin Nancy Parker, reported on the ACC meeting thanking the Board members who had attended. The ACC processed 44 applications in the month of August alone and had already processed more applications

in the last eight months than during the entire year in 2019. Many applications are being submitted without complete information which causes a delay in processing while ACC members go back to the homeowner with questions. Since the application has a very clear checklist on the reverse side, the Board agreed that incomplete applications would be returned to the homeowner without processing until a complete application was submitted. Donald agreed to review the Covenant Violation process timeline for possible revision. The Board then discussed the Covenant Review Taskforce. The Board agreed that property condition items cited in 2020 such as trash cans stored in view of the street, trees and shrubs in need of pruning etc. could be completed by December 31, 2020. Other items such as chipping paint, some lawn issues, siding, garage door and windows would have a completion date of April 1, 2021. April 1, 2021 would be a hard deadline with fines occurring immediately on all work not completed. It is up to the homeowner to notify the HOA of problems or delays that prevent on-time completion.

5. **BUSINESS:** Katie reported that repair of the West Pool restrooms had started. The Board had hoped to install electric hand dryers in the pool restrooms to avoid paper hand towels being flushed down the toilets but the cost had proved too expensive. The Board spoke briefly about the proposed renovation of the North Pool restrooms but was still waiting for an additional bid to evaluate. Katie and Will Cryer had participated in two demonstrations of HOA software that could improve communication with homeowners and HOA record keeping. Donald Luther would oversee Dumpster Day on September 24<sup>th</sup>. Secretary, Shane Meakim, had reached a deal with Ting internet to supply the Business Office and West Pool with free service. When Ting installs their fiber on the North and South sides of Homestead they will install wifi at the the North and South Pools free of charge as well.

**HOMEOWNER COMMENTS & APPEALS:** None.

**FINANCIAL REPORT:** Bruce had reviewed the financials. He then discussed long term planning with the Board and mechanisms to continue fence replacement savings after his term is complete in March, 2021. Expenses for August totaled \$134,147 and were comprised of \$34,388 in Pool expenses, \$60,370 for Trash and Utilities which included \$48,430 in water costs, \$30 146 for Land Maintenance and \$8,124 of Administrative expenses.

**OLD BUSINESS:** The HOA's 10 year easement agreement with Comcast is set to expire and convert to an annual auto renewal in April 2021. The Board directed Katie to contact the Association attorney to terminate the contract so that the HOA could negotiate a new agreement.

**NEW BUSINESS:** The Board discussed recent covenant violation complaints about a property that appears to be operating as a short term rental. The original guidelines do not mention short term rentals but the Board is prepared to draft a policy about them if complaints continue. Changes to the Covenant Enforcement fine policy and schedule were tabled until next month.

**ADJOURNMENT AND CALENDARING:** The meeting adjourned at 9:35 pm. The next regular Board Meeting will be on Monday, October 12th, at 6:30 p.m. at the Business Office.

