

Minutes
West Bay Woods Home Owners Association
Board Meeting
Core Bank, 168th & Q, Omaha, NE
9:15 a.m., January 21, 2023

Attendees:

Mike Howland – President
Jim Gottschalk – Vice President
Ann Broyhill-Schram – Treasurer
Patrick Walsh – Secretary
Mike Atchity – Board Member 1
Kelly Carder – Board Member 2

Guests: Rodney Vanscoy and David Triplett

Approve November 15, 2022, HOA Board Meeting Minutes – (All)

The board approved the minutes, which are posted on the West Bay Woods HOA website:
www.westbaywoods.org

Review 2022 Year-end Expenses and 2023 Budget – (Howland/Broyhill-Schram)

Broyhill-Schram provided a recap of the bills paid to date in January, i.e., MUD, OPPD, holiday lights totaling \$2,600. This does not include expenses incurred for HOA-related printing from Office Depot.

Howland solicited board members input to determine whether the 2023 budget items needed further adjustment. Since the board had no objection to the budget as proposed, Howland recommended revising the budget at mid-year.

Status of HOA Dues Received To Date (Broyhill-Schram)

Broyhill-Schram reported 36 percent or (120) homeowners to date have paid their 2023 HOA dues, totaling about \$23,000. All WBW homeowners were mailed a cover letter and HOA dues notice in early January. The deadline for all homeowners to pay their 2023 HOA dues is February 15, 2023.

Responsiveness to West Bay Woods HOA Covenants Violation – (Howland)

Howland reported about 30 covenant violation letters were mailed to homeowners – most violations cited were for storing trash/recycling containers. Other violations included parking/storing trailers on their property exceeding 48 hours, etc. Overall, the board was pleased with the responsiveness of homeowners in addressing these issues.

Homeowners are urged to review the HOA covenants posted on the WBW HOA homepage at www.westbaywoods.org

2023 West Bay Woods Events Signage – (Gottschalk/Broyhill-Schram)

The board revisited improving signage of WBW events. Gottschalk previously presented the board with a durable, multi-use metal sign design to better inform homeowners of upcoming

events near WBW entrances. Due to last year's budget constraints, further discussion was postponed to 2023. The A-frame design allows interchangeable customized event signs to be inserted from the top of the frame. A smaller panel below is used to affix a printed customized sticker indicating the event's date and time.

The board will sponsor five 2023 HOA events. Gottschalk will request a preliminary design and pricing for three signs from the vendor, which he will present to the board on March 4 for approval. For a list of upcoming 2023 social events, refer to the WBW HOA homepage at www.westbaywoods.org under the **Events** section. Additionally, If you are interested in helping with or coordinating one of the social events, contact Broyhill-Schram for more information.

WBW HOA Website Maintenance Alternate – (Howland)

Broyhill-Schram advised the board that Kelly Carder will serve as alternate backup to cover the HOA's website. Howland requested Schram to meet and cross-train Carder on the operation and maintenance of the website.

Revisit HOA Involvement in Neighborhood Watch Program – (Walsh)

Walsh was contacted by a homeowner to determine if the HOA would establish a Neighborhood Watch Program (NWP) for West Bay Woods. The homeowner was advised that while such a program would be beneficial to WBW, but was not within the scope of the HOA board's purview. This would not preclude homeowners from establishing a NWP should they be willing to take responsibility for and meet the program's requirements.

The NWP requirements are posted on the Omaha Police Department's website under Community Involvement:

https://police.cityofomaha.org/images/Crime_Prev_Forms/StartingANeighborhoodWatch.pdf

Discuss Planned Work for 2023 and Project Leader Assignments

Howland discussed and assigned project leaders to the following planned work for 2023:

- **Sprinkler Plumbing Repairs at Van Camp Drive and F Street Entrances – (Howland)**
Plumbing repairs must be completed at the Van Camp Drive by Backlund Plumbing in March prior to the sprinkler system spring start-up. Howland will schedule a date in mid to late March.

Howland also proposed obtaining a bid to complete repairs to the drain valve and riser tube at the F Street entrance. If repair costs are reasonable, Howland will schedule repairs at the Van Camp Drive and F Street locations on the same day to avoid separate service-call costs. However, should the bid for the F Street location be too high, the board may possibly defer repairs into 2024.
- **Sprinkler System Spring Start-up – (Walsh)**
Quality Irrigation will be contacted to schedule the spring sprinkler system start-up date in approximately mid-April.

- **Spring Plantings at Entrances – (Gottschalk)**
Gottschalk will coordinate with DMS regarding the selection and placement of plantings this spring at the WBW entrances to ensure brighter colored flowers and nursery stock are positioned in the foreground while darker/taller plants are in the background.
- **Landscape Lighting at Van Camp Entrance – (Gottschalk)**
Gottschalk will lead the review of the island landscape lighting at the Van Camp Drive and F Street entrances. Gottschalk will work with DMS to resolve issues related to lights either remaining on all day, not working and/or not properly illuminating the trees/landscape.
 - **Tree, Islands and Exterior Fencing Mulching Bids – (Howland)**
Howland will obtain bids for labor and material from DMS and Montemorano to install mulch around WBW trees, islands and flower beds. As part of each bid, Howland will request a separate cost breakout covering mulching about seven trees to improve the appearance near the lake trail as the City of Omaha Parks Department no longer mulches. The bids will be presented to the board at which time a decision will be made whether to include or exclude the seven trees.
 - **Assess Tree Health, Replacements and Stump Removal – (Howland/Gottschalk)**
Conduct an assessment of the trees around WBW’s perimeter and islands to determine tree replacements/placement and mark tree stumps for removal. Obtain contractor bids to complete the work and present to the board for approval.
 - **Assess Perimeter Fence Breakage and Fence Power Washing Bids – (Walsh/Carder)**
Walsh and Carder will survey WBW’s exterior white vinyl fencing to assess its physical condition and recommend any repairs. Walsh will contact power washing contractors to obtain bids to clean the WBW exterior perimeter white vinyl fencing to remove built-up grime and submit the bids and report back to the board.

Other Items / Attendees Open Discussion

- **Additional Holiday Light Strands – (Broyhill-Schram)**
A request was made to purchase additional holiday light strands. Broyhill-Schram will determine the cost and report back to the board. Additionally, she will discuss with our holiday lighting company reports of their work crew’s rough handling of WBW’s holiday lighting strands at the end of season to ensure the situation is corrected.
- **Request for WBW Covenants Provision – (Vanscoy) Covenant**
Homeowner Rod Vanscoy requested a provision be added to the WBW’s Covenants prohibiting the rental/leasing of single-family residences. Howland advised he will discuss with the WBW’s legal counsel and report back to the board.

Next Meeting Date

March 4, 2023 at 9:15 a.m., Core Bank, 168th and Q Street