

Minutes
West Bay Woods Home Owners Association
Board Meeting
9:15 a.m., March 16, 2024

Attendees:

Mike Howland – President
Jim Gottschalk – Vice President
Jennifer Pribyl – Treasurer
Patrick Walsh – Secretary
Mike Atchity – Board Member 1

Approval of Annual Meeting Minutes – (Howland)

The board approved the minutes from the January 20, 2024, WBW HOA Meeting.

Review Financials and Status of Dues Collections – (Pribyl)

Pribyl reported having received a minimal number of bills for payment to date. She also reported having received all but three WBW homeowner's 2024 annual HOA dues and will contact them to remit payment. The board is in the process of filing a lien against one homeowner for recurring non-payment.

Sprinkler Start-Up and System Repairs – (Walsh)

Quality Irrigation is scheduled to start-up WBW's sprinkler system on April 30. Walsh will contact Quality Irrigation to pick up the two backflow preventers from Howland, who will accompany the crews to evaluate and discuss system performance issues as zones are activated with QI. A separate meeting will be scheduled with Quality Irrigation after the start-up to resolve the system's numerous performance issues from the corner of 180th and F Street west to the farmstead property line.

Review Homeowner's Sheltered Patio Request – (Howland)

A homeowner located on the corner of 184th and F Street submitted plans for HOA board approval to construct a pre-manufactured open-sided sheltered structure anchored to a concrete pad – similar to a gazebo, except square-shaped – in his backyard. The board reviewed and unanimously approved the homeowner's request.

Discuss Federal Corporate Transparency Act Requirement – (Howland)

Howland discussed the new federal financial reporting law passed last year intended to address illicit money laundering. Board members had previously reviewed the legislation and questioned whether the scope of the law was even applicable to the HOA board. Many legal questions were raised by board members as to whether the HOA must report. If the answer is yes, is reporting confined to just the President and Treasurer's positions who receive and disburse HOA funds – or to all positions on the board? The board requested Howland obtain a written legal position on these questions from the HOA's attorney to clarify the matter and report back to the board. The board also requested the HOA's attorney prepare and handle any filing – should the law apply.

Social Events – (Howland)

The board discussed the schedule for this year's WBW planned events. The first event of the year is the WBW Garage Sale, scheduled June 6-8. The second event is the 4th of July Parade, scheduled July 4, with the board considering a food truck and/or ice cream vendor at the West Bay Woods Park. Howland will contact Kelly Carder for a list of last year's volunteers, who may be willing to work with the board in helping plan these events.

Yard of the Month Gift Cards – (Atchity)

Atchity will purchase five \$50 gift cards from Walmart. One card will be awarded each month in this year's Yard of the Month program that will run from May through September.

Other Business / Open Discussion – (All)

- **West Bay Woods Well Evaluation – (Walsh/Howland)**
Walsh discussed business carried over from last year regarding the board's approval to obtain a professional evaluation of the well's condition. Howland will arrange to complete the evaluation this spring and report back to the board.
- **F Street Ground Fault Circuit Breaker Issue – (Howland)**
Howland discussed the recurring issue of power outages at the F Street WBW entrance caused by excessive moisture tripping the circuit breaker, cutting power to the entrance sign lights and F Street sprinkler system. He will schedule an electrician to identify the source of the problem and cost to complete repairs.
- **Landscape Lighting Timer Issue and Flower Plantings – (Gottschalk)**
Gottschalk advised the timer controlling the landscape lighting on the island around the roundabout on Van Camp Drive continues to malfunction and activates the lights during the day. He will contact DMS to evaluate the timer and replace the device. Gottschalk will also notify DMS of the May 14, sprinkler system start-up date and schedule the planting of new flowers at the at 180th and Van Camp Drive WBW entrance.
- **Dead Tree Removal – (Howland)**
Howland will pursue hiring a contractor this spring to remove a dead tree behind the WBW entrance south wall at 180th and Van Camp Drive.
- **Stump Grinding and F Street Erosion Control – (Howland)**
Howland discussed his desire to schedule tree stump grinding this year along with grass seed matting to control the soil erosion along F Street. The board will postpone further discussion on this topic until after sprinkler system repairs are completed and the availability of funds is determined.

Scheduled Next Meeting

April 20, 2024

Core Bank

9:15 a.m.