

**Minutes**  
**West Bay Woods Home Owners Association**  
**Board Meeting**  
**9:15 a.m., October 14, 2023**

**Attendees:**

Mike Howland – President  
Jim Gottschalk – Vice President  
Jennifer Pribyl – Treasurer  
Patrick Walsh – Secretary  
Mike Atchity – Board Member 1  
Kelly Carder – Board Member 2

**Approve August 26, 2023, HOA Board Meeting Minutes – (All)**

The board voted to approve the minutes, which will be posted on the West Bay Woods HOA website: [www.westbaywoods.org](http://www.westbaywoods.org)

**Review Financials – (Pribyl/Howland)**

Pribyl reported September's expenses were minimal and the HOA is within budget. She received a check in the amount of \$208 from a Cox Communications contractor for damages to the WBW sprinkler system earlier in the year. The HOA was expecting a larger reimbursement and Atchity will follow-up with Cox Communications for an explanation. Pribyl said the HOA's MUD's billing this month was again based on an estimate which was higher than usual. She anticipates next month's billing to be lower. Walsh advised the board may receive an invoice from LA Lawn for repairing a sprinkler system water leak along F Street. Howland said the HOA will also incur a bill once the WBW Lake fountain is removed and stored for the season. September's financials will be posted on the West Bay Woods HOA website: [www.westbaywoods.org](http://www.westbaywoods.org)

**Mowing Reimbursement – (Howland)**

Howland reported he submitted a request for reimbursement from the City of Omaha on October 11, for mowing in the amount of \$3,727.80. The city acknowledged receiving the request and the check should be forthcoming in several weeks.

**Pending Grounds Maintenance**

**- Sprinkler System Repairs – (Walsh)**

Walsh reported Quality Irrigation is scheduled to shut down and winterize the WBW sprinkler system on September 29. The two backflow prevention valves will be stored at the Howland residence for the winter.

Sprinkler system performance issues remain west of 180<sup>th</sup> and F Street, east of the farmstead property line. During the board's August meeting Walsh presented estimates on two proposed options from Quality Irrigation to address the issues in this area. One, a short-term fix with no guarantee of success, the other a more extensive system upgrade.

Howland requested a second cost estimate from a separate sprinkler company to ensure costs are competitive for the area. Walsh presented the board with several options and associated cost estimates from LA Lawn. Howland will use the estimates to help develop a proposed 2024 WBW budget which he will present at the upcoming annual meeting.

Walsh and Atchity proposed having each company representative meet on site with board members to review their proposals and ask follow-up questions -- before the board makes a final decision to proceed with repairs next spring.

Based on the expense to complete sprinkler system repairs the board discussed how to fund the repairs. Howland proposed raising annual dues by \$30 to fund the repairs and to offset increased labor and material costs in the 2024 budget. The board unanimously approved the proposal which will be addressed at the annual meeting.

- **Dead Trees, Stump Grinding and Seeding/Erosion Control – (Howland)**

Howland requested a cost estimate from a company for tree stump removal but had not received the estimate to date. He requested a separate cost estimate from the same company to remove a dead tree behind the 180<sup>th</sup> and Van Camp Drive entrance sign wall. He will also solicit similar estimates from All Trees and Dave's Stump Removal. Howland recommended priority be given to grinding-out the stumps along 180<sup>th</sup> and F Street before sprinkler system repairs begin. Re-seeding of eroded areas will be scheduled after sprinkler system repairs have been completed.

- **Bank Tree Seedling Cut Out/Stump Kill Project – (Howland)**

Howland recommended cutting tree seedlings growing around the southeast lake bank. He requested volunteers for the October 17 project. Tree limbs will be removed by the City of Omaha Parks and Recreation Department.

- **WBW Lake Well Update – (Howland)**

**Background:** The early summer drought significantly lowered the lake's water level, although several heavy rains returned the water level to normal. In prior meetings, the board discussed the existence of a well originally used to supply water to the lake during dry cycles. The well's pump and motor have been inactive for years. During the June 24 board meeting, Walsh requested the board explore consulting a well specialist to determine whether the well is still viable and, if yes, identify its output and whether it would be financially reasonable to bring it back online should it be needed in the future. Howland advised he would contact the well specialist who had maintained the well in the past. The board advised Howland to pursue a cost estimate.

**Update:** Howland reported he was unsuccessful in making contact with the specialist who had maintained the well in the past. He advised he would research other well specialists, but recommended the board postpone the well assessment to the spring of 2024, account it was late in the season. The board will place the well's assessment on hold and will pick up the matter in the spring of 2024.

### **Property Insurance for WBW Entrance Signs – (Atchity)**

Atchity submitted to the board a quote listing insurance coverage, deductibles and cost to insure the WBW entrance signs. He was interested in learning whether it would be financially advantageous for the HOA to obtain insurance coverage to cover vandalism -- should it occur again to WBW entrances versus the HOA being self-insured. Pribyl confirmed the HOA's current insurance policy does not cover vandalism. After reviewing insurance coverage and annual premium for the entrance signs, the board concluded WBW should remain self-insured.

### **WBW Yard of the Month – (Atchity/Carder)**

Atchity reported he placed the WBW Yard of the Month sign in storage for the year. The annual program will resume in 2024. Monthly award recipients are presented with a \$50 HyVee Gift Card and are asked permission to display a Yard of the Month sign in the homeowner's yard. The Yard of the Month is held annually for five consecutive months, from May thru September. A complete list of the 2023 award recipients is posted on the West Bay Woods HOA website: [www.westbaywoods.org](http://www.westbaywoods.org).

### **Welcome Packet for New WBW Homeowners Update – (Walsh/Carder/Atchity)**

Carder provided a list of WBW new homeowners from the Douglas County Assessor's real estate closings to help identify Welcome Packet recipients. Presentation of the Welcome Packets is rotated among board members and Carder volunteered to make the Welcome Packet presentations this month.

### **Update on HOA Events – (Carder)**

The WBW Fall Social will proceed as scheduled despite the recent inclement weather conditions. For the first time West Bay Springs will participate in the event and is contributing \$200 toward the event. The social will include: two mobile truck vendors from Kona Ice and the Deviled Egg Company; a musician with an acoustical guitar; and lawn games for children. Bottled water will be provided at the event. Carder advised she obtained a liquor permit to allow homeowners the option of bring their own drinks, should they choose.

Carder provided an update on the upcoming Halloween Parade and worked with the Kraft family to learn how the event was organized last year to replicate the event this year. Taylor Kraft is reaching out to parents/grandparents to help participate in distributing candy. She has also arranged for The Laughing Boar food truck to be at the West Bay Springs Lake playground area to purchase sandwiches. Carder will have lawn games for the children and will provide sheets for the park tables. She will post the event on social media and develop/distribute flyers. Carder asked board approval for the plan to proceed and the board approved. Gottschalk will post signs at the WBW entrances and the roundabout on Van Camp Drive.

Carder will be leaving the board in January, 2024. She will consider leading or participating in a sub-committee on social events, provided at least two other WBW homeowners volunteer to help plan and organize the events. She committed to developing a binder covering WBW's social events best practices, event flyers and list of active volunteers for use in organizing future events. Howland will solicit volunteers at the annual board meeting to serve on the social events sub-committee.

### **Covenant Violation Notices – (Howland)**

Howland reported five covenant violation letters were mailed out on September 28 to homeowners. Violations included clearance issues with overhanging trees, overgrown vegetation, storing a trailer on a residential driveway and failure to maintain fencing/gates.

### **Christmas Decorations – (Gottschalk/Howland)**

Gottschalk reported his finding on various options and associated costs to replace/improve the Christmas lighting at our entrances from our current provider Elkhorn Lawn Care. Following discussion, the board approved providing Gottschalk budget authority to pursue upgrading the appearance of the WBW Christmas lighting.

### **Annual Meeting – (Howland/Gottschalk)**

Howland presented his final proposed changes to the WBW HOA Bylaws for approval which address:

- Elections
- Treasurer's position
- Purpose of the Annual Meeting
- Adding an "Apathy" clause allowing attendees present to constitute a quorum when a 15-day notice of annual meeting is provided in writing via website and entrance signs to members of The Association.

The board unanimously approved the proposed amendments to the WBW bylaws. The amendments, along with the proposed 2024 budget will be presented at the upcoming annual board meeting.

The 2023 WBW HOA Annual Meeting will be held at 7 p.m. on November 14, in the Fellowship Hall at St. Thomas Lutheran Church located at 17007 Q Street, Omaha, NE. The board approved the annual meeting notification letter that will be mailed to WBW homeowners on October 19.

Gottschalk will post annual meeting signs at each WBW entrance and the roundabout on Van Camp Drive following the Halloween Parade.

### **New Items and Open Discussion – (All)**

#### **Signage Expenses – (Gottschalk)**

Gottschalk said the HOA will incur several expenses for signage which he will submit together for payment to after all events have concluded for the year.