

## JUNE 12, 2018 MINUTES

### WESTIN HILLS TOWN HOME OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

Attending: Lee Schaller, Ed Honig, Cara Woosley for PJ Morgan Property Managers, Zachary Ahif for Integrity Tax and Business Services

1. Approved the May meeting minutes

2. Zachary reviewed the financial results through May. Five people are on the "have not paid" list. Currently two people are two months in arrears and at the end of June will be 3 months behind.

One member is currently 90 days past due. Cara will try to contact that person via the cell phone number we have and will send out a notice that we intend to secure a lien against the property.

Best Lawn's June invoice included a charge for a mowing they did not do. The error was corrected and the invoice was reviewed and approved. All current invoices have been approved for payment.

Zachary suggested we consider moving our Money Market funds and Certificates of Deposit over to a national investment firm with a close-by office. We currently earn 0.4% interest on our Money Market. We can earn 2.5 to 3.0% with a change for our CDs. Further discussions will be put on next month's agenda.

3. Lee brought up an issue concerning Clif of Best Lawns. Several of our Home Owners have complained the he has been unresponsive to them when they call him and lodge complaints. Lee has developed a new "Notes" app to track these complaints. Cara provided a copy of the "Complaints" spreadsheet Ryan had developed to track similar complaints. The suggestion was made that we consider withholding some of our payment to Clif until complaints are resolved. This issue was also moved to next month's meeting agenda.

4. Annexation of our SID has been officially proposed by the City of Omaha. We are the most populated SID on the City's list of possible annexations. Our HOA will remain viable and active. Some concern we will have to address: The City will not maintain the entry island that exists at 144th and Larimore which the SID currently maintains. Should our HOA accept any responsibility for maintaining this area. And, should we continue to utilize Abe's Trash Service or cancel the contract and have the City's trash service pick up our trash and recycles?

5, Status Updates of Miscellaneous Items: 1. Cara sent the news letter out to both home owners and renters. 2. ACR's - Cara is continuing to monitor the progress of Steve's building permit; Ed is continuing to progress work under his building permit. 3. Proposed rules concerning development of a new "collection policy": Zachary proposed that after 60 days of nonpayment, the Board send the homeowner a notice that after 90 days of nonpayment the Board will have a lien placed against the property. The total dollar amount of the lien will include the accumulated charges in arrears, the cost of placing the lien (including all legal fees), the cost of removing the lien, and the cost of the remainder of the year's monthly payments to the HOA, Further development of this policy will be added to the priority list.

6. Contact Information - Lee stated there are only 16 HOA properties that we do not have information about. Lee provided information sheets to three of our town homes on Saratoga Street, Ed agreed to stop by the three properties and see if he could get the completed information forms back from them. There are six properties that we have some information for. Cara agreed to call them and see if she could confirm the information we have and possibly get the rest of what we need.

7. Review of Priorities - #4 Fence Inspection Process - Discuss the procedures laid out by Richard at the July Board meeting. #5 Obtain Proof of Home Owners Insurance from all our members - The first request will go out in the fall news letter. #9 Ash Trees and Tree Trimming - Move this priority up to #6 as our trees are really in need of attention. Old #6 - Return to a 3 year painting cycle To be taken up at the next Board meeting.

8. Lee proposed we issue another news letter at the end of July when we know more about the annexation plans. Cara will develop a draft for review at the July Board meeting.

To be included in the Fall news letter - Lee presented a flyer from the Omaha Metropolitan Utilities District (MUD) offering a \$50.00 rebate for lawn sprinkler system Rain Sensors, if they are installed prior to December 7<sup>th</sup>, 2018 or until funds are depleted and if they are installed by certified installers. Clif has confirmed the installer he uses Enzo, is certified.

Another fall news letter item - include another "Yard Sign" policy reminder and refer to the section in the Declaration of Covenants.

A suggestion for inclusion in the Fall news letter - Ask our members for recommendations for a home repair handyman and other types of "services" people they would like to recommend to other HOA members.

9. It was suggested maybe we should look at the possibility of forming a group of members in need of concrete repair to their driveways and sidewalks and seek bids from concrete contractors for all the work to be done by

one company with a possible discount. We could also see what concrete repair work might be solved with mud jacking.

10. Next 3 meetings:

July 10th - Location: Panera meeting room at 13410 W Maple Rd., Time:10:00:AM until noon

August 14th - Location: Panera meeting room at 13410 W Maple Rd., Time:10:00:AM until noon

September 7th -Location: PJ Morgan's conference room at 7801 Wakeley Plaza, Time: 10:00AM until noon.

11. Lee will be out of the country starting tomorrow and returning June 26 Meeting Adjourned.