

CREEK HOMEOWNERS ASSOCIATION

Agenda for Board Meeting Wednesday, November 17, 2016

Spiegel Community Center, Room 201, 5:30pm

Call to Order: By President Tom Glisson

Attendance: Directors – (x) John Caufield, () Karen Gagie,
(x) Tom Glisson, (x) Ginny Quinn, (x) Kate Spencer, (x) George Corella

Property Manager - (x) Dan Buccieri

Guests – Ursula Miller, Dave & Sandra Martin (40 CR), Tom and Bobbie Curran (58 CR)

Reminders and welcome - Tom Glisson

Guests / Open Forum – no owners requested to speak

Variance Committee: Mary Ann Keegan, Debbie Bellisario, Committee Co-Chairs

- Ahlheim (7 CR) – retroactively applied for window replacement. Issue is with lack of timely submission of Variance to committee. Windows are acceptable. Motion approved.
- Landsman, and Minster (95 & 97 CR):
 - o Request removal of Linden tree and replace with smaller, more appropriate tree
 - o Remove Dogwood and replace, as listed above.
 - o Remove and replace rhododendron shrubs (request HOA to pay)
 - o Convert flower bed to sod (Owners to pay)
 - o New plantings in flower bed (Owners to pay)
- Crofton (Dan) will field the rhododendron issue with Romig. Board is inclined to accept recommendation of Romig via Crofton.

Requests from Standing Committees:

Variance Committee requests authorization to continue to review and revise Variance Procedures for ultimate inclusion in Wood Creek Policies. Mary Ann and Debbie.

- *Variance Committee Guideline (proposal) (Mary Ann Keegan).*
 - o Presented a proposal for updated guidelines and Variance Awareness Form. Approved.
 - Proposal from Variance Committee members to *modify* Policy 05 to include variances with regard to non-compliance of Variance procedure.
- Members of Social Committee request a *Standing Committee* be established. This would provide better accountability and planning for social events (Sandra Martin). Motion (Caufield) to approve a Standing *Social Committee*. Approved.
 - o Establish a line item in the upcoming budget document which includes expenses and income associated with social events. (Treasurer, Kate Spencer– to report back on procedural issues re: budgeting and reporting).

- o Sandra has some ideas to support/build on social aspects.

Secretary's Report, John Caufield: Minutes of October 2016 meeting. Approved.

Property Manager's Report, Dan Buccieri:

- Status on siding repair including cost estimate – 27 units. Painting and siding repairs are essentially complete and on / under budget (as of October 31, 2016).
 - o Accent is working on gutter cleaning presently. In some cases, upper gutters are not being done, as not all leaves have fallen.
- Roofing Capital plan / timeline.
 - o *Ty Lin* (Scott Copp) met and continues to meet with Crofton (and others) to establish a repair schedule and estimated costs. Next meeting in January 2017. It is anticipated that each building will amount to a “custom” job, due to unique differences from building to building. Anticipated start date is somewhere in 2018/19.
- Sidewalk priority list.
 - o Crofton will walk the neighborhood and develop a priority list for sidewalk/walkway repairs. There may be some need to install safety railing for some installations.
- Suggested revisions for Romig 2017 contract. In part, to clearly address pruning.
 - o Will be addressing stump removal and site remediation issues which remain from previous contractors.
- Towing was removed
- Safety grate installed over storm sewer opening (behind 71 CR).

Treasurer's Report, Kate Spencer: YTD Status of FY2016/17 budget and LR capital plan (with Dan Buccieri) - questions of roadway and sidewalk capital to be discussed.

- Overview of expenses and budget. Presently, we are about 10K under budget (YTD)

Operations / Report: George Corella

- Homeowner Handbook to be reviewed so that the HOA, Board and owners are using the most up to date Handbook (Tom Glisson & George Corella)
- Tree Removal - status on stumps and replacement trees (addressed in PM report). A few tree stumps remain (a small handful).
- Working with Tarrah (Crofton) in support of revisions/updates to a make a unit handicapped accessible. Looking at ADA compliance.
- Sheriff's Office has been stepping up patrols in the neighborhood in response to petty vandalism issues.

Director of Communications: Ginny Quinn (web site)

- Website is being regularly updated, please consult regularly.
- Community Newsletter will be sent out this week.

Open Action Items

- Report on possible cleanup of drainage pond area – no report
- cost of garage side trash pick up - Dan
- handicap accommodation policy - George
- Issue of non-compliance with Variance process – no report
- policy on rentals.

Meeting adjourned: 6:50pm