

**WOL HOA Annual Meeting - March 22, 2012**  
**American Legion – Zimmerman**  
**7:00pm**

- Representatives of 19 households attended the annual meeting.
- The Board posted the documents related to the annual meeting on the website and asked homeowners to bring copies to the meeting rather than have the association incur the printing and mailing costs. If you missed the meeting, these documents are still available on the website.
- Board President Kate Steffens called the meeting to order at 7:00pm, introduced Board Members and the HOA Secretary/Treasurer. She indicated that Jim Roberge resigned his Board member position as he accepted a new job out-of-state—she thanked him for his service. She also indicated that Board member Grasso’s term is expiring and expressed her appreciation for all of his efforts and contributions on behalf of the HOA. Homeowners in attendance introduced themselves.
- Treasurer Olson presented the Treasurer’s Report on 2011 activity, giving a brief recap of annual expenses, comparison of expenses to budget, status of the checking & money market accounts and trail repair fund reserve. We completed 2011 approximately \$12,265 under budget. He noted that due to the favorable cash position at the end of 2011, the Board allocated an additional \$6,000 for the trail reserve fund so that the fund increased by \$11,000 to a total of \$49,200 at year end. He also reported that the audit firm of Johnson Bruns & Company had completed their audit of the 2011 records and their report concluded that the HOA financial statements are in conformity with generally accepted accounting principals. The audit report was available for review at the meeting and can also be reviewed by contacting Treasurer Olson.
- Treasurer Olson presented an overview of the 2012 budget in the amount of \$101,925 previously adopted by the Board noting that approximately 85% of the total budget focusses on vital elements necessary for HOA operations. He also indicated that the Trail Reserve Fund should increase to \$54,200 by year end, unless there are trail related costs that are incurred during the year.
- Treasurer Olson reported that bids for Gardening and Lawn Care/Irrigation services were received for 2012. A contract for the Gardening services was in process when the Board was informed the vendor would likely be unable to perform as they were intending to shut down their business. At that point three other potential vendors were contacted to explore their interest. Only one responded via telephone to discuss the work and their preliminary cost estimate which was almost double what we have been paying. That vendor decided not to pursue the matter any further. There was one other bidder that did submit a bid during the initial bid process and we have since received a bid from a WOL homeowner. One of the first items the “new” Board will consider is what to do with the Gardening services for 2012. A contract for the Lawn Care/Irrigation work has been awarded to Advantage Lawn Care, a company from Big Lake, MN. Their bid was approximately \$2,000 lower than the next bidder. Our work will be the largest contract for them but the Board checked references and met personally with the owner to be sure they understood the project scope. There will

likely be a learning curve for the company and there will likely need to be more oversight of their activities, however the Board felt the cost savings was worthwhile.

- Treasurer Olson was asked to report on the situation regarding the center median trees on Woodlands Parkway when entering the development from County Road 4. At least two trees have blown down in the past couple of years. Our resident arborist believes the trees were originally planted too deep and the roots have basically choked the tree such that the tree trunk below ground resembles a pencil point. That point then fails under high wind conditions. The tree canopies have been thinned / trimmed in an attempt to alleviate the situation but we will likely see additional trees come down in the coming years. There is no cost effective method to correct the situation.
- Board member Grasso indicated that vandalism within the development has been on the increase and requested everyone be alert to what may be happening. Janet Huss, our resident Neighborhood Watch Captain, presented an update on the program and indicated there are certain requirements that need to be met for a program to be certified and recognized by the Sheriff's Department. At a minimum, we need to hold an annual meeting specifically devoted to Neighborhood Watch that is attended by a representative of the Sheriff's Department. She also indicated that if someone notices anything out-of-the-ordinary within the development—call 911—the Sheriff's Department will decide how to respond to the situation. Scott Fildes, a resident and Captain in the Sheriff's Department indicated that while we have experienced vandalism, other parts of the County have a much higher rate than we do. He feels that the majority of our vandalism is the result of kids in the neighborhood or their friends. Everyone needs to be sure they know what their kids are doing and who their friends are. He further indicated that identity theft is a major issue—don't mail anything from home that has a check in it—take those items directly to the post office; retrieve your mail from your mailbox as soon as possible as mail theft is a prime method of obtaining personal information and check your credit reports as they are available for free once each year. In addition, if you leave your car(s) in your driveway overnight be sure they are locked and do not leave anything of value in them that can be seen. Janet then introduced a social network specifically for neighborhoods—Nextdoor. The network allows communities to easily create private websites to facilitate communication among neighbors. It is a free service and Janet felt it may be something the HOA should explore. She would be willing to coordinate the process if there is an interest. Janet provided handouts on the Sherburne County Community Programs & Events, the Nextdoor social network and the availability of CPR Training. Board President Steffens indicated that the Board would be looking for volunteers for a committee to get involved in the Neighborhood Watch Program.
- Board member Grasso reminded homeowners that dogs need to be under control at all times and owners need to clean up after their pets when on the paths.
- Board member Grasso elaborated on the street sign vandalism we have experienced the last few months. Approximately 10-11 signs have been stolen or broken and two were vandalized again within two weeks of them being replaced. At present eight are gone. It costs approximately \$100 to get a new sign made and installed. We are currently trying to repair those that can be salvaged and have them reinstalled. Hopefully the vandalism has run its course. It is intended to replace the signs in their current mode while the various options of installing signs that are compliant with

Federal criteria i.e. size and reflectivity are evaluated. Three residents expressed their opinion that while they do like the unique signs we have, they felt that if the vandalism continues, we should turn over the street signage responsibility to Livonia Township and accept the standard street signs. A resident of the 5<sup>th</sup> Addition noted that they have the standard street signs and asked why there are different criteria for that part of the development. Treasurer Olson indicated that the original developer apparently received approval for the unique signs for the major part of the development but did not for the final section. The resident felt the signs should be the consistent throughout the entire development.

- Board President Steffens indicated an association clean-up day will likely be scheduled for this spring and will focus on removal of downed trees and mulching. Further information regarding the matter will be distributed by email and / or mailbox flyer.
- Board member Grasso reviewed the past and continuing vandalism at the Pavilion and asked for comments on the extent of work that should be done in the area. It was felt the Pavilion is an asset to the community and if the area is not maintained / improved the vandalism will only continue and get worse. The major damage to date has been that a large amount of the boulders on the side slopes from the Pavilion structure have been thrown or pushed down the slopes into the pond. Robin Carlson indicated that a previous thought had been to install a series of restrictive plantings to discourage the vandals from getting from the Pavilion to the side slopes. However, there is no irrigation in that area so the plants/shrubs would have to be drought tolerant. It was suggested that an attempt should be made to retrieve the boulders in the water, replace them on the slopes & install new, bigger ones that are not as easy to move. Possibly a concrete grout could be added to hold the boulders in place. The comments were noted and the Board will review the issue at a future meeting.
- Board member Grasso then discussed the 5<sup>th</sup> Addition Bridge abutment deterioration. The easterly bridge abutment on the trail bridge spanning the pond is continuing to lean and crack. Preliminary investigation indicates the wall is not set on any type of solid foundation and erosion is causing the wall to lean. In addition there appears to be no internal stabilizing i.e. anchor posts within the wall. It has been suggested that the wall could be rebuilt with HOA volunteers and that needs to be further evaluated. A nominal amount for repairs has been included in the budget and the Board will continue to review the options for repair.
- Board member Grasso noted that Woodlands web site is a good source of information and encouraged members to check it out. The Board will be considering obtaining new software which will facilitate easier postings, etc. and thanked Laurie Grasso for her continued efforts on maintaining the web site.
- Treasurer Olson reiterated that in order to have an effective method of contacting HOA members a current email address and phone number is essential. If you have not provided such information, please do so.

- The election ballots were opened and counted. Eric Lindell was elected for a three year term to the Board position being vacated by Ken Grasso and Joel Rademacher was elected for a two year term to the Board position vacated by Jim Roberge.
- The meeting was opened for general questions or comments:
  1. A question was raised concerning the distinct possibility of oak wilt affecting the trees in the 265<sup>th</sup> cul-de-sac and whether a determination had been made about their status. Kate Steffens indicated that when the Board was first informed of the concern a determination could not be made due the time of the year. She will contact the person that needs to inspect the trees and have him review them immediately
  2. A question was raised concerning the fact that several mailbox assemblies in the development do not have the carved post topper any longer. Treasurer Olson responded that the original source for that component is no longer an option. There have been several attempts to locate a vendor for the item without success. A resident indicated that if a pattern was available he may have a means of getting them made. The Board will follow up with him.
  3. A question was raised concerning the street sweeping schedule. Treasurer Olson indicated a contract is in place for the work, however, the reason we have been able to get such a good price on the sweeping is that our work will be done in conjunction with a project our vendor has with the City of St. Francis. Their schedule will dictate when our work is done.

The meeting adjourned at 8:30 p.m.

Minutes prepared by Arlis Olson, approved on April 4, 2012 by:

Kate Steffens  
Eric Lindell  
Joel Rademacher