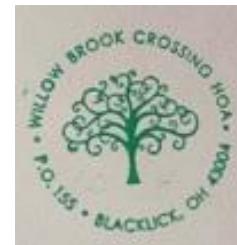




Willow Brook Crossing Homeowners' Association

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2022Q1 Quarterly Willow Brook Crossing HOA Meeting Minutes

The first quarterly meeting, in 2 years, was held at new classroom spaces in Eastpointe Christian Church, 745 N. Waggoner Rd., Blacklick, OH on Wednesday, 09 March 2022. The meeting commenced at 7:05pm, hosted by the 2 board members (Richard Selleck, President and Kevin Molinaro, Treasurer) and 2 (architectural Review) committee members, and attended by 18 residents, representing 15 residence lots.

The Board has welcomed back, appointed and installed Kevin Molinaro as Treasurer at its executive meeting of 20JAN22. John Casper resigned the treasury and resumed the vice presidency on the board. The Secretary's position remains open.

2022 HOA Dues – no increase from \$240/yr. since 2014

- 167 Lots – (67.07%) paid in full, 82 lot accounts were still outstanding.
- 66 Lots – (26.51%) still owe 2022 dues (\$15,513.23).
- 16 Lots – (6.43%) owe more than 1 year of dues (\$25,569.96).
 - 7 Lot accounts have outstanding balances of >2 yrs. and <\$1000 (\$4169.20).
 - 7 (2.81%) lot accounts have liens in place (\$17,343.82).
 - 2 additional lots are to have Lien filed (\$4057.39).
 - 2 older Property Liens were cleared and paid in full, one by full payment by the current owner and 1 by property sale.
 - 2 liens were released in 2021, 3 in 2020 and 2 in 2019.

In the first 2 months of 2022, so far, there were 7 Property Transfers 2022 (\$700 @ \$100/ea.).

A question concerning Liens arose: Due to increased costs of legal representation, and County filing/recording fees, the HOA increased its fee charge to \$325.00 to cover the increased costs of filing and release of Liens. Any lot owner account balance outstanding of \$1000.00 or more will incur a property lien, which will be released once the account is paid in full and made current. Lot owners that are considered for property liens are notified in writing via USPS mail to their address of record and are given 30 days to respond with full payment or a proposal for a payment plan before a lien is filed.

Update: we have been notified by our attorney that a new Federal Law, enacted in 2022, requires that Demand Letters for payment of outstanding balances will require that our attorney file and send Lien notices on our behalf. The Demand Letter will incur an additional legal fee of \$90.00 per letter. We will now increase our Lien Fee to \$400.00 to cover the cost incurred of filing and maintaining Property Liens against delinquent lot accounts.

Rental Residences

There are 26 (10.44%) known Rental Lots, all their HOA annual Dues Assessments are Paid in Full.

- 16 lots are owned by American Homes 4 Rent, 2 lots by First Key Homes, 8 lots are Private held

Architectural Committee

There were 5 Exterior Improvement Applications processed so far in 2022

- 2 fences approved, 2 storage sheds approved, 1 concrete pad approved with Pergola and fence pending.

A new Covenants Violations, repair and maintenance walk through is being considered for this year.

Car accident with Front Gate North Wall (\$5495.00)

At 9:16 am Friday, 28JAN22) the FCSD responded to a call at the north wall of the front gate area on WBC Dr. We received a call from Deputy Franks at 11:01am and walked up the street to meet Deputy Franks and inspect the damage.

A passenger vehicle traveling east (to exit the subdivision) lost control and crossed the roadway crashing and damaging the northwest corner of the north wall, and garden area, including a lighting head. The front end of the vehicle was heavily damaged requiring a flatbed tow away.

We obtained the accident report from FCSD which included the vehicle information, owner contact and insurance information of the operator and owner.

We contacted Bowers Ins. Agency to start Claim with our Insurance carrier Erie Insurance. Their claims adjuster visited the damage site on, Monday, 31JAN22 at 9:30am. The adjuster submitted to us a settlement of \$5126.28 estimated damages, and cut us a check for \$4126.28 (less the policy's \$1000.00 deductible). We consulted with the HOA attorney, who advised us not to deposit or cash the check and pursue full settlement from the vehicle owner involved.

Our Attorney advised us to get quotes from a Masonry Contractor for true cost of repair. The HOA should bill the vehicle owner for entire repair, whom should file a damages claim with their insurance.

The HOA contacted Utmost Renovations on Monday, 01MAR22. They arrived onsite to inspect damage and quote repair job on Monday, 07MAR22. They provided a quote of \$5495.00 to rebuild/repair including reusing all existing salvageable materials, supplemented with new material within a 3 day to 1 week timeline.

Update: we have accepted the quote and awarded the repair contract to Utmost Renovations, repair work will begin in April. After discussing the issues with our Insurance agent we have filed a claim for the damages directly with the vehicle owner's insurance company, State Farm, before pursuing any actions directly against the vehicle owner.

Electric line damage at south pond meter. (\$1428.14)

We have been contacted by AEP about a fault issue with the "Hot Leg" electrical feed to our South Pond Meter. Back in November we received a vague letter from AEP letting us know that a "condition that does not meet electrical code requirements" had been "found".

A call to AEP explained that they believed the line might have been cut but that it was the HOA responsibility to contract an Electrician to dig up and repair the cut line, they would need to close the circuit until the repairs are needed

The letter came after the known directional drilling by AT&T that had caused the major Spectrum service outage of 19OCT21. While we can't prove right now that AT&T was responsible for cutting our electrical service line, if the excavated line shows a clean cut mark then we might have a claim against AT&T.

Until we repair that electrical line, there will be no power for the South Pond fountain.

On Tuesday 22FEB22 we contacted Mr. Electric of Northeast Ohio & Columbus. We scheduled them to come out on Wednesday 23FEB22 to inspect and assess the job sight and give us an estimate for the

repair of the hot leg damage issue for our south pond. Received Quote for Tracing/Thumping of electrical line and repair of \$1428.14, excavation would be an additional charge. We have accepted the quote and are awaiting scheduling.

Update: on Friday 18MAR22, Mr. Electric completed the work. They found the 3 Line issues (1 clean break, 2 insulation nicks) hand dug, spliced and fixed the circuit, reburied and has called AEP to power the line and meter. Final costs \$2228.14.

Pond Fountain Light kit replacement (\$649.00)

One of the 3 light kits for our pond fountains was found to be no longer working during the winter maintenance period. The original light kits are no longer made nor can they be repaired due to parts no longer being available and are out of warranty. A compatible light kit needs to be purchased. The fountains were originally replaced in 2018.

Front Gate South Wall Lighting. (\$7500)

We heard from Electrical Design Services, who originally installed our new lighting system, on a quote for this repair. EDS believes the problem is a broken line under the road that would need to be replaced with a new conduit directionally drilled under the road. Their quote to repair includes everything except permissions and permits from Jefferson Township. We will pursue another quote and diagnosis possibly from our irrigation vendor EvenFlow or with Mr. Electric/Rooter pending their work on South Pond.

Landscaping Contract/Issues

Fall of 2021 we contracted with our landscaper to repair replace selected boards and posts that have rotted beyond fixing, along all of the paddock fencing in the subdivision (Waggoner Rd., Willow Brook Crossing Dr., North Pond area, Streamside Dr. and WBC Court). Total cost to replace rotted fence boards and posts and repaint all the fencing will be \$33,432.50. We have already paid, in 2021, our 50% down payment of \$16,715.25 for the collection and milling of fence materials. Actual repair work is scheduled later in March/Early April (pending weather) and should be completed by early summer.

We are looking to replace the damaged tree on WBC Dr. that was run down by a car, reported to the board, Fri/Sat. 04/05FEB22. The tree was a 20/30 Year old Maple tree. We are awaiting on the nursery to determine availability and quote the costs.

We are also getting a planting plan and quote for the area near the driveway to the water district pump station on Blacklick view Court near west pond. This will also include some replacement trees that were removed from the area due to rot and mold.

We are also looking at 2 or 3 replacement trees for the bridge area on WBC to replace the pine trees removed due to black knot mold.

We received our renewal contract from Tom of SureLine Landscaping for the 2022 season at \$24,851.00 per year (\$2,485.10/month for 10 months per year. The quote represents about \$4K increase over the last 5 year contract. If we sign a new 3 year contract a 3% discount over this new contract rate would apply (\$24,096.47/year, \$2409.65/month for 10 months). The quote includes Weekly mowing, 4 seasonal fertilization treatments, Tree shrub & plant bed care including mulching, edging and weed control, leaf removals and spring cleanups. The quote would also include normal irrigation system maintenance. If we want additional flower/annuals plantings, there would be extra costs for materials and labor.

A question concerning the responsibility of street trees was raised: Street trees can be both a hindrance and a controller of traffic in our subdivision. The responsibility of care, maintenance and replacement of

Street trees (as located on the apron between the sidewalk and the street curb, in front of each lot owner's Home/property) are that of the Lot Owner. This is defined and regulated in our [Declaration of Covenants Easements Conditions and Restrictions](#) available from our website at <https://willowbrookcrossinghoa.com/architectural-review/>.

- Street Trees – Developer may designate one (1) or more trees as deemed necessary by Developer along the street in front of each Lot. The Lot Owners agree to such uniform street trees. Each Lot Owner shall care for, and, if necessary, replace such tree or trees at the Lot Owners expense with a like type tree.

Lot owners should also refer to Jefferson Township's [RIGHT-OF-WAY GUIDELINES AND REQUIREMENTS](#), as newly posted on their website, for further information on Street Trees and Sidewalk maintenance. [https://www.jeffersontownship.org/departments services/service_department/sidewalk_tree_maintenance.php](https://www.jeffersontownship.org/departments_services/service_department/sidewalk_tree_maintenance.php)

Treasurer's report

Kevin has reviewed our current and previous years finances and has determined that with deposits received and posted as of 04MAR22, our current cash balance of \$95,722.03 (spending account, \$65,545.31, reserves, \$30,176.72), is sufficient to be able to meet our current recurring monthly and annual obligations, along with the above additional expenses.

Kevin created and submitted a 2022 budget framework for the board and will produce a quarterly financial statement at the end of the March to be posted on our website in April.

Issues with AT & T – A number of homeowners expressed frustration and provided examples of how AT & T has disrupted property and utilities. We suggested homeowners could provide descriptions and examples of their grievances (which should include dates/times and pictures) to the HOA's email address so that they can be compiled and presented to the Ohio Public Utilities Commission and /or Department of Commerce as we may get a better response as a community to have our grievances addressed.

Committee discussions

There was a discussion concerning additional committee formation for the purposes of community event planning and possibly garden landscape work. The ideas of possible picnic/food truck events, National Night Out/community crime watch organization/events, gardening committee were proposed. 2 resident lot owners attending the meeting expressed interest in investigating these possibilities, if there are any other resident lot owners whom are interested in joining these or forming other relevant committees, please contact the board, via email, with your contact information and we will forward your information for contact.

There was a suggestion about purchasing or obtaining "sandwich board" signage to display at the front entrance of the neighborhood to notify all homeowner's of upcoming HOA homeowner's meetings. We may get better turnout than just posting the events on Facebook and NextDoor. The Board will consider and investigate that possibility.

With no further questions, comments or discussions the meeting was adjourned at 8:35pm. Our next meeting will be in JULY22 with the date to be determined.