

**WILLOW BROOK ESTATES COMMUNITY ASSOCIATION
1, 2, & 3
BOARD MINUTES-February 23, 2023**

Called to Order: 7:00 p.m. by Ray Peterlin, HOA Board President

Roll Call: Members present were Ozzie Durrett, Dwight Dwornik, Reginald Faulkner, Denise Gray, Ray Peterlin, and Kathy Singleton. 1 HOA member was present.

REVIEW AND APPROVED LAST MONTH'S MINUTES: Minutes were read and approved from January 19, 2022, motion by Ozzie Durrett, seconded by Reggie Faulkner, approved unanimously by Board. Minutes are posted on Willow Brook Estates Homeowners Association, 1, 2, 3 Website.

LEGAL COUNCIL REPORT:

Legal Council report retainer setup with M. Brady to follow up on Homeowner judgement collection. Judgment will be renewed by 3/27/23 and the bill to lawyer will go against homeowner's account. M. Brady will follow up with homeowners' collections. M. Brady will be asked to draft a letter to homeowners regarding the amount of liens and the cost to draft a letter.

SIGNING BOARD MEMBER OATHS, NOMINATIONS OF BOARD POSITIONS AND APPOINTING 2023 BOARD POSITIONS

Ozzie Durrett and Reginald Faulkner, elected board members, signed Board Member oaths.

MANAGEMENT: Ray Peterlin received information from Del Ray Company out of Florida. Looking for cases under a year to pursue delinquent accounts. Company is requesting a percentage of collection.

FINANCIAL REPORT: UPDATES ON MONTHLY REPORTS

**SECURITY DEPOSIT WITHDRAWS FOR NON-PAYING MEMBERS ACCOUNTS COLLECTIONS
TOTAL \$9,303.23**

UPDATE NUMBERS ON ASSESSMENTS AND SPECIAL ASSESSMENTS 2022 – Late fee on Special Assessment \$50 and for Annual assessments, \$30, \$50 & \$75 determined by length of time.

NEED TO REVIEW NEW ACCOUNTING FIRMS FOR 2023 YEAR ENDING

The Board will be looking into security deposit withdrawals for nonpaying members accounts collections. ARMS will send out letters to members who owe at the end of the year. There is an estimated 16% of homeowners who have not paid yearly or special assessments.

Dwight Dwornik reported balances as follows:

New Homeowners Acct:	\$37,675.00
Reserve Account:	\$6342.47
Checking Account:	\$6163.37
Unpaid Bills:	\$2089.92
Outstanding Homeowners Balance:	\$116,270.20

ARCHITECTURAL REVIEW COMMITTEE REPORT: SOLAR PANEL UPDATES NO APPROVAL BY OUR HOA, HOWEVER APPROVED BY WILL COUNT ON MULBERRY \$500 plans approved for Solar Panels on house on Mulberry. Plans must be approved before project begins or cost increases to \$750.00. The Board voted and approved unanimously.

CODE ENFORCEMENT REPORT: FINES SET AT \$100.00 PER WEEK ON 24615 S. MULBERRY LANE, INCREASED GARBAGE IN BAGS AND 4 DUMPSTER CARTS STARTING WEEK OF JANUARY 16TH.

Baird Warner Realty took care of garbage bins on 2/14/23.

BEAUTIFICATION COMMITTEE:

None – Homeowner removed dead leaves from around mailbox.

FACILITIES REPORT:

Quotes are needed for staining of club house and placement of a small deck and stairs on the backside of club house. Ray motion to get a quote for the porch and steps for clubhouse. Kathy second the motion and unanimous members approval.

OLD BUSINESS

Vince Neri delivered electrical panel for the fountain in the lake.

NEW BUSINESS DISCUSSION ON LAKE AND PARK PATH PROJECT AND QUOTES

Board members discussed possible solutions for water on the walking path. Possible solutions will be discussed at next meeting.

Dwight requested volunteer Board members to send minutes to website. Kathy Singleton volunteered to send minutes to website. The Board discussed increasing the Security Deposit to \$1,000 for new Homeowners, this deposit was increased in 2005. Ray motion to increase security deposit to \$1,000, second by Reggie Faulkner, effective June 1st.

The Board discussed possible date change for Yearly Assessment to April or May.

Meeting Adjourned 8:19 p.m.