

Woodfield Estates HOA Board Zoom Meeting Minutes
August 15, 2024

Present: John O’Conner, Treasurer
Don Silver, President
Sheryll Apte, Secretary

Absent: Vice-President - resigned
Member at large (unassigned)

Homeowners present : None

Don called the meeting to order at 6:00 pm.

Secretary’s Report:

Minutes from last meeting were emailed for preliminary approval prior to being posted on the website. Minutes were approved. An enforcement letter was sent to 2405 and the landscape issue was resolved. Sandy Stegman resigned from the Board. Board discussed revising the ACC request form to reflect emailing or mailing the application. Previous ACC Chair’s address for hand delivery to be removed.

Treasurer’s Report:

Board discussed whether to include financials and account balances on WEHA website and agreed not to because this is a public website. Members may reach out to the Treasurer directly for information at any time and full information is provided at the annual HOA meeting.

New Business:

1. WEHA website migration may have caused temporary disruptions in access. John shared new password with Board members.
2. WEHA email password shared with Board members so we all have access to the HOA email.
3. John to share HOA thumb drive with Don, so he has full access to HOA documents.

Ongoing Business:

1. Playground Committee – No updates. We have no estimates to consider any future work. An option is to clean and repair existing equipment.
2. Architectural Control Committee – No additional applications have been received.

3. Emergency Preparedness Plan – No updates.

4. Trees – Next tree inspection is being scheduled. We are accumulating funds to be able to address our next round of tree care. We are monitoring trees and rank them into categories: currently dangerous, and those that may become problematic later. We will revisit the reserve account for tree removal and maintenance based upon the forester's report. Forester is scheduled to come out the week of August 19th. Don mentioned a tree located on the boundary of 2512 and community space appears to be dead/dying and low tree branches near 2418 need addressed. Numerous trees and some vegetation do not meet street and sidewalk clearance requirements on the loop. Sage may be able to handle some of that and some handled by a tree company when we remove hazard trees. Bids will be obtained.

5. Vegetation removal from greenbelt adjacent to 2418 was completed by owner at owner's expense. Board members conducted a follow up visit to approve workmanship. Owner's requested permission in advance to remove scrub trees and vegetation from greenbelt impacting their roof and fence. A special Board meeting was held to review and approve the request, setting a standard for removal of vegetation and trees by homeowners from HOA property. Homeowners may not remove or alter vegetation on HOA property without having first requested and received permission from the Board to do so.

6. Stormpond maintenance and annual report – Sage did some clean up and cut down vegetation along swales near ponds 1 and 4. Annual report to the City of Olympia will be submitted.

6. Sheryll reviewed and reported back information from CC&Rs. Section 11 states significant tree removal must be coordinated with the City of Olympia, who requires permits to remove trees. Section 15 states HOA is required to inspect compliance for obtaining permits for exterior remodels.

Next Board meeting is scheduled for October 4, 2024, at 6:00 pm via Zoom. We will use same Zoom meeting link and log in for future Board meetings.

Meeting adjourned.