



# **Willow Wood Village Homeowners Association, Inc.**

## **Regular Meeting of the Board of Directors - Minutes**

**Tuesday, January 7, 2025**

**Meeting called to order:** Called to order by R. Santangelo, 6:30 p.m.

**Proof of Notice:** Notice emailed/posted on 1/5/25.

**Quorum:** Present were R Santangelo, K d'Entremont, L Marotta, J Scott, T Reynoso and W Brinkley. Quorum reached.

**Approval of Meeting Minutes:** December 2, 2024 (Regular Meeting) - L Marotta motioned to approve the minutes, 2<sup>nd</sup> by T Reynoso, approved.

### **Treasurer's Report –**

1. Treasurer, L Marotta reported that our Operating Account Balance as of Nov. 30, 2024 was \$23185.82 and Reserve Account Balance was \$103673.29.
2. Update on Foreclosure of 1150 Somerset Circle South – All delinquent dues and fees were paid. Property was not foreclosed.
3. Lien Status for 2<sup>nd</sup> property in Willow Wood – Foreclosure is imminent.
4. Delinquencies – down from December meeting as the foreclosure arrears were paid.

**Property Manager's Report –** Property Manager, L DeSantis, sent the Board a Manager's Report prior to the meeting.

1. Coupon books were mailed out. IF you haven't received yours, let DeSantis Property Management know. For those paying by ACH, the new maintenance amount of \$230 for 2025 was automatically updated for January 1 withdrawals.
2. Tree trimming is complete. Discussion of key takeaways. Will need a plan to address for next year's tree trimming.
3. Irrigation update – The line was capped on Darby, but the meter kept spinning so there was a concern of a second leak. Mark Sheets is to assess tomorrow (January 8). Louis will provide update after Mark has been out to assess.
4. City pipe issue Darby Ct area update – Louis spoke with Trevor's supervisor, Mark. The city has determined that 600 feet of pipe will need to be replaced. They are drawing up plans to send out for quotes, but the project could take up to a year to complete. Roy will talk to Mark Sheets about rerouting our current system until this repair is complete.
5. Fence Update – Two sections are complete, and the third is awaiting utility marking so the fence people don't accidentally cut any wires while they dig. The first two sections have been invoiced.
6. Large tree on 150 Chelsea fence. A letter will be sent to the homeowner to have the tree removed so the fence can be repaired.
7. Engineer for creek bed erosion – An engineer stated that the erosion is due to water washing out the underside of the area where the bank is sinking. They said is not an emergent issue, as grass has grown to help the earth stabilize. We have time to get estimates and find the best approach. Requests will be sent for additional engineer bids. It was suggested that we have a special meeting once we have the bids, to review the options.
8. Violation Update – Louis and Lois will walk the property. One resident was contacted about a trash can issue and also a fence issue between two of the Willow Wood properties.

9. Leasing update – spreadsheet reviewed with new board members
10. ARC requests – 906 Willowood – T Reynoso motioned to approve, K d’Entremont seconded. Approved.

#### **Unfinished Business:**

None to review this meeting

#### **Committee Reports**

1. Recreation Area – J Scott brought forth issues reported by our pool area maintenance person.
  - Bathroom floors need painting
  - Piles of banana leaves outside the east side of the cabana, from tree trimming?
  - Large tree partially down in the same area – Louis and Lois to review in their walk around
  - Mulch is needed. L Marotta shared that in a prior meeting \$300 was approved for mulch. The lawn service should be doing this. Louis to contact them.
  - Metal around the cabana needs to be painted.
  - Pool electrical issue – Pool Service is approved to repair.
2. Community Volunteer Clean- Up Day – January 18<sup>th</sup>, 11am. T Reynoso will draft email to send to community.
3. Research/Governing Docs/Legal –
  - K d’Entremont reminded the board that new board member training is due by February 20<sup>th</sup>. She sends trainings as she finds them. All board members are also required to attend an additional 4 hours of training each year.
  - The Corporate Transparency Report deadline has been pushed out. But, so we are prepared when the deadline is published, all board members should apply for their FinCEN ID and send to K d’Entremont.

#### **New Business**

1. Hurricane season ‘post-mortem’ – J Scott to do checklist.
  - We will not replace the tree on Devon Court. Possibly plant some shorter shrubs.
2. Plat Maps received – K d’Entremont to get them laminated so they can be used for many things.
3. Pool Fobs – J Scott created an online form to request fobs. It’s on the website.

#### **Board Member Remarks:**

- Oleander irrigation lines – Mark Sheets said that he could hook them up but the zone they would be part of is already large, would possibly need a new zone.

#### **Homeowner Remarks:**

- Various owners had questions and/or comments that were heard and/or responded to by the Board.

**Adjournment:** T Reynoso motioned to adjourn the meeting at 7:37 p.m., 2nd by W Brinkley, Approved.

Respectfully submitted:

Tina Reynoso, Secretary

#### **DESANTIS COMMUNITY MANAGEMENT, LLC**

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*These minutes have been approved at a Regular Board of Directors Meeting on February 25,2025*