

Woods At Elm Creek Association: Homeowner Contact Log

Updated to Website: 12/19/16

Date	Address	Issue	Action	Comments
r	Rosemill Lane	Checking on 2015 dues status for real estate closing	Verified account standing. Notified parties involved.	Corrected. All parties satisfied.
1/25/16	Rosemill Ct	Trash can in rear yard visible from parkway	Monitored for 2 collection cycles and can was not seen outside after initial complaint. This appears to be a limited event. Likely something precluded it from being in garage one cycle.	No further action at this time.
1/27/16	woods trail	Snowmobile trailer outside pushed to side yard of driveway	Followed up with homeowner. This is a limited event due to recent use and trailer will be relocated into garage.	
1/27/16	Coneflower	Incorrect standing on dues used by title company for real estate closing since not verified prior.	Association worked with title company , issue was corrected. All parties satisfied.	
3/13/16	Woods trail	Trailer parked in rear yard	Have attempted to contact homeowner to have this relocated to garage. May not be stored outside	Pending- unable to connect with homeowner.

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3/23/16	Blazingstar Ct.	Landscape plan received for replacing overgrown front bushes, adding small sitting area; straightening driveway.	Drawings reviewed and Approved by Arch. Committee.	Work will commence this summer.
4/4/16	Woodlawn place	Mailbox set needs to be looked at for possible repair	Board will check this and facilitate repair if needed	
4/4/16	Trillium Blazingstar Ct Woodlawn Ct.	Homeowners requesting copies of proxies from Annual meeting to review	Covenants support providing this information to member homeowners. President Consulted legal 4/6/16 since items from meeting are in review yet.	Facilitated to homeowners requesting 4/6/16.
4/6/16	Rosemill	Wanting to know if yard fencing would be allowed for dogs	No. Advised that covenants do not permit sheds or fences. May use invisible fencing for pets only.	
4/10/16	Blazingstar Ct	Homeowner requesting copies of proxies from Annual meeting to review		Facilitated to homeowner 4/10/16

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4/10/16	Windflower	Requesting signature be removed from proxy that was solicited to him. Stated he was told it was a petition for National night out.	Concern about signatures Noted by board. Since there was no vote held at the annual meeting and the proxy's were not used they are now expired.	
4/11/16	Trillium	Requesting signature be removed from proxy that was solicited to her. Stated she was told it was a petition for National night out.	Concern about signatures Noted by board. Since there was no vote held at the annual meeting and the proxy's were not used they are now expired.	
4/13/16	Woods Trail	Requesting signature be removed from proxy that was solicited to her. Stated she was told it was a petition for National night out.	Concern about signatures Noted by board. Since there was no vote held at the annual meeting and the proxy's were not used they are now expired.	
4/15/16	Woodlawn Ct	Broken mailbox flag. Homeowner wanting to know if they fix it.	this repair can be completed by the homeowner. Directed to hardware store for replacement flag.	
4/16/16	Ironwood	Arch Control: Flagstone path being created in rear yard identified. Project is limited in scope.	Project for path meets requirements of our covenants for aesthetics; scope of project as defined is approved.	

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4/30/16	Rosemill	Concern about Rosemill Entry aesthetics	Discussed with homeowner that we are seeking bids for new landscaping. No spring clean up has been completed yet.	President did personally go down and spring clean and cut dead winter foliage from plants.
4/18/16	Woodlawn Place	Mailbox Mail Theft- Want to have board look into locking mailbox's	President will work with Champlin PO manager to identify the cost and timeline for a project like this	Any decisions on mailboxes would need to be voted on by our homeowner members. No timeline for this is established.
5/6/16	Red Oak Court	Mailbox Mail Theft- Inquiring about board notification to members via email	The board did post an alert about mail theft on the woods website homepage. Unable to currently email blast homeowners as we have not obtained consent to build a distribution list of emails for our members	Will be addressing email distribution list or other options for homeowner notifications at future homeowner meetings
5/12/16	Coneflower	Concern about culdesac upkeep and need for mulch	Addressing this specific common area with landscaping bids. Final decision expected by June and then work will commence.	7/7/16 Sabas Lawn & Landscape contracted. Coneflower, Red Oak Ct. and Ironwood slated for mulch this year.
5/23/16	Woods Trail	Complaint re: Trailer in Rear Yard	Initial complaint 3/13/16 and finally able to talk to homeowner 4/3/16 and again on 5/23/16	Talked to homeowner about covenants regarding this issue. Trailer removed from yard 6/6/2016

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5/23/16	Woodlawn ct	Concern reported: landscaping/yard art	Talked with homeowner. Reviewed issue of noted concern. No action taken. Homeowner will wait until foliage is in bloom next year prior to use of planters in rear yard for better screening of the planters to the path.	
5/24/16	Realty Company	Feedback via call- loved the easy to access information and seeing covenants prior to signing purchase agreement. Requesting clarification on dog fencing.	Confirmed website is current. Reviewed covenants on fencing and only allowed to have invisible dog fencing in yard.	
5/17/16	Rosemill Lane	Initiating contact with board and ACC regarding plans for home addition and homeowner wants to know steps for ACC approval prior to initiating construction	5/23/16 Plans were submitted by homeowner, reviewed by ACC, 6/2/16 final architectural draft finished by contractor. Project approved 6/19/16	
6/28/16	Rosemill	Homeowner concerned about weeds in entry to phase 1 and wants to know about landscape upkeep	Followed up with homeowner via phone	Sabas Lawn and Landscape has been hired for specific services to our common areas this year. Further development of a long range landscape maintenance plan will be a goal of the board this year.

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6/29/16	Rosemill Ct	Inquiry on basketball hoops	Reviewed covenants and precedents for type and placement of hoops- Basketball hoops are allowed but must be pole mounted (no mounting to the garage structure itself) and placed to the side of driveway to maintain aesthetics to home and garage structure -unless lot configuration requires deviation from this standard in our development then approval for alternative pole placement can be requested.	Board and homeowner reviewed lot configuration for this request. Placing pole to side of drive is not feasible d/t distance of neighboring lot and possible interference with vehicles parked in that drive. Sidewalk and house placement make placement to the opposite side of the driveway also not feasible. Therefore, Approval for a pole mounted hoop forward facing between 2-3 rd garage stalls with a clear backboard to decrease the visual interference to the house/garage structure was approved for this property and would be consistent with hoop placement for a similar property having the same lot constraints.
7/6/16	Woods trail	Needs address to mail dues	Provided address to facilitate payment.	

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8/3/16	Ironwood Ct	Homeowner inquiring about landscape mulch/ upkeep to middle woods entry	Shanna worked with this homeowner to organize a larger group of homeowner volunteers to help with spreading mulch to middle woods entry and also do some trim and weeding at Rosemill entry.	
8/6/16	Woodlawn Ct	Notification to board that homeowner will have camper in driveway for a few days as they pack for upcoming trip.		
8/16/16	Trillium Ct	Landscape updates	Homeowner working with landscape committee and board and approved to complete extensive outdoor work chiefly to rear and side yard—both to address drainage issues at the foundation as well as improve the landscape/yard quality.	Work hopefully will be completed by the end of August.
8/24/16	Rosemill	Landscaping – homeowner wanting to thank volunteers for entry work. Wanting to know about future landscape plans Garbage can concern- noticing cans getting left outside	Responded to homeowner that the current board is working on creating a financially sustainable landscape plan moving forward. Will present to homeowners once finalized.	Followed up with homeowners leaving cans outdoors. They will relocate to the garage.

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8/27/16	Trillium Lane	Trailer in driveway- homeowner notifying board that there will be a trailer in the drive x 1 week. This is only temporary until it can be taken out of state.	Noted by board and informed homeowner will post to website in case there are any reports of concern .	
9/1/16	Woods Trail	Homeowner inquiry: wondering if board aware of yard project in Trillium Ct. and can provide information on project extent	Provided information to homeowner about project extent and referenced the update on these plans to website entry 8/16/16	
9/11/16	Ironwood	Wondering if yard signs are allowed/ political signage for elections	Covenants do not currently allow yard signs of any type except for professional realty companies working with homeowner for home sale	
9/21/16	Rosemill	ARCH: inquiry on raised gardens	Informed that plans would need to be reviewed by ACC committee and facilitated this process for the homeowner	
9/27/16	Woodlawn	Notification by homeowner: camper will be in driveway for a few days for winterizing then removed.	None needed.	

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10/4/16	Woodlawn	Inquiry about wooden play set along the parkway.	ACC chair confirmed with homeowner that plans still include staining a darker more neutral color as was the project intent per 9/15/15 follow up.	
10/15/16	Ironwood	Homeowner concern that extra leaves are being blown/dumped into the cul-de-sac common area	Shanna and Mike talked with most surrounding homeowners. Explained the cost of the landscape work done in Ironwood this summer and need to try to prevent early degradation of the new mulch by limiting extra leaves when possible.	
10/27/16	Trillium	ARCH REQUEST: Homeowner requesting review of landscaping updates to front yard	10/27/16 project reviewed by ACC and approved. Professional work to begin immediately	
11/8/16	Trillium Ct	Homeowner notification that a dumpster will be in the driveway for a few weeks as they complete renovations of interior		
11/8/16	Trillium	ARCH REQUEST: Homeowner requesting ACC review of exterior project for apron/driveway replacement and exterior sidewalk/step replacement due to settling and	11/12/16 project reviewed by ACC and approved. Professional work to begin immediately	

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		water issues. Also requesting to update current fire pit area with upgraded materials keeping same footprint		
11/10/16	Rosemill	Inquiry on newspaper delivery if WECHA switches to locking mailboxes	When board inquired on this we were told that papers get delivered to the end of the subscriber's driveway. This is consistent with other developments in the metro with locking CBU's	
11/10/16	Bluestem	Inquiry on mailbox letter. Wants to be sure both B or C count toward the 67% threshold	Followed up with homeowner via phone	
11/10/16	Coneflower	Inquiry on mailbox letter. Requesting further information on mailbox's	Followed up with homeowner via email	
11/11/16	Rosemill	ARCH REQUEST: Homeowner requesting review of window replacement project	Forwarded to ACC . Project intent: Jan 2017. Review pending	

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11/11/16	Trillium	Inquire on mailbox letter. Requesting additional board information.	Homeowner contacted by Shanna about requested information and information was reviewed with homeowner 11/15/16	
11/15/16	Bluestem	ACC REQUEST: Replacing landscape edging which is in poor shape. Will be professionally installed. Work starting ASAP.	ACC reviewed. Project approved. 11/15/15	
11/16/16	Woodlawn	Homeowner wanted to thank board for the work they put forward with mailbox initiative		
11/18/16	Red Oak Ct	New Homeowner inquiring about city utilities and swingsets	Provided city of champlin info regarding garbage and recycling pick up; advised that swingsets are allowed in our development but to submit an ACC request on the project next Spring before initiated so it can be reviewed & approved prior to starting the project.	
11/20/16	Rosemill	Inquire on mailbox process. Requesting additional information	Homeowner contacted via phone and information reviewed & Provided.	

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11/21/16	Trillium	Mortgage Company requesting information on homeowner dues status.	Provided required information on yearly dues payment set at \$110 for 2016.	
12/1/16	Rosemill	Inquire on mailbox process. Requesting additional information	Homeowner contacted via phone and information reviewed & Provided.	
12/14/16	Rosemill Lane	Mail Theft reported to board	None. Homeowner working with bank and will notify police dept.	