

# Willow Wood News

September, 2019

WWCA Phone # 616-546-0632  
WWCA Email: info@willowwoodscondos.com

Remember to turn in your ballots if you do not plan to attend the Annual Meeting.

## WWCA Board of Directors:

Name/Position	Address	Term Ends
Nancy Hendricks, President	2991 Windy Willows	December, 2019
Peg Barry, Treasurer	11842 Willow Wood South	December, 2019
Heather Snowdin, Secretary	11883 Willow Wood South	December, 2020
Jim VandenBrink	2977 Windy Willows	December, 2020
Brady Andrzejewski	11973 Willow Wood North	December, 2019
Jonathon Benedict	2943 Windswept Ct.	December, 2019
Kai Choummanivong, Manager		

**Meeting Date:** Second Wednesday of Month (beginning July 2019)

**Meeting Time:** 6:30 pm

**Meeting Location:** 2977 Windy Willows (Jim VandenBrink's home)

**WW Board Meetings** – The Willow Wood Board meets on the second Wednesday of every month at 6:30 pm. If any resident wishes to attend, the first 15 minutes of each meeting will be reserved for public (resident) comment. Each resident will be limited to two minutes of comment in order to allow all to speak. Please be advised, however, that the board will not make any decisions on public comments but will take them into consideration and respond at a future date. Residents are welcome to stay for the remainder of the meeting but are not allowed to comment on other agenda items.

**New WW Board Members** – The WW Board has had one vacancy since the resignation of Val Welling and the By-Laws allow for up to seven board members. At its August 14 Meeting, the Board voted to expand the WWCA Board to seven members and to appoint Brady Andrzejewski and Jonathon Benedict to the Board effective immediately. This brings the number of board members to six. Both of these members' terms will expire in December, 2019 so they will be on the ballot in October for a two-year term. Nancy Hendricks and Peg Barry are also running for re-election. A seventh person will be appointed to the Board after January 1, 2020.

**Speeding** – PLEASE slow down and remind your guests to do the same. Many of our residents walk on our streets and have encountered cars traveling way too fast.

**SPEED LIMIT  
16 MPH**

**Snow Removal & Landscape Services** – After interviewing several companies for snow removal and landscape services, the Board has decided to contract with Israel's Property Services for both. It will be a one-year contract which will cover snow removal for November, 2019 through the end of the winter, and lawn maintenance for the 2020 spring, summer, and fall seasons. We are confident that Israel's experience, manpower, and high-quality equipment will serve Willow Wood well.

**Gutter Cleaning** – Pro Design Landscaping Services will be doing gutter cleaning the week of October 7 on those units that are in need of it.

**Snow Melt for Roads, Driveways/Sidewalks** – Related to the topic of snow removal, the Board has discussed the use of snow melt on our roads and has opted not to have it applied this year. Not only is it a rather large expense, but it also contributes to the deterioration of our asphalt. Those residents who wish for Israel's to treat their driveway and/or sidewalk with ice melt may pay individually to have it done. The cost will be \$15 for the driveway and \$10 for the sidewalk (\$25 for both). **This must be a season-long commitment, not a "per time" decision. If you would like your driveway or sidewalk salted this winter, please fill out the enclosed form and place it in the WWCA mailbox by November 1, 2019. You will be billed monthly based on the number of times the salt is applied.**

**Trash & Recycling Services** – Another contributing factor in the deterioration of our roads is the number of trash collectors that are coming into Willow Wood every week. Several years ago, WW required homeowners to use one trash hauler, which was Arrowaste. Over time, our residents began obtaining other trash and recycling providers which has resulted in far too much heavy equipment traffic on our roads. It also results in trash containers sitting out two or three days a week instead of just one, which makes it look very unattractive. For these reasons, Willow Wood will be requiring

all residents to begin using the same trash and recycling hauler beginning January 2020, and we will be using Arrowwaste. We have obtained quotes from area companies stipulating that we want a couple options for dumpster size and that residents will pay their own bill (versus the fee being included in the monthly fee). The cost per customer will be as follows:

- Trash Service (96 gal. cart)                    \$14.62 / month \$43.87 / quarter
- Trash Service (65 gal. cart)                    \$11.62 / month     \$34.87 / quarter
- Recycling Service (96 gal. cart) \$ 5.75 / month                    \$17.25 / quarter (every other week pickup)

**Water Bills / Sprinkling / Hand Watering** – One of the biggest expenses that our association has is the water bill. There are two different types of bills – one being the water usage for the individual buildings and the second for lawn sprinkling. As an example, the water bill for this summer’s lawn sprinkling through September 6, is \$7,903 and the typical water bill for a four-unit building is \$85/month. These costs are included in your monthly fee and continue to rise. When our bookkeeper notices a “spike” in the water usage in a particular building or buildings, the Board tries to determine the cause. Sometimes it is due to toilets running excessively, sometimes it is because a resident is watering plants and/or lawns unnecessarily. Residents most likely won’t even realize their water usage is high so someone from the WWCA Board will notify you if this is the case. If you do suspect that your toilet is running too much, please contact the Board and someone can investigate it. As to watering lawns, that is to be left to the sprinkling system. No hose watering of Willow Wood lawns is to be done – only hand-watering of plants is allowed.

**Finance Issues -**

- **2020 Budget/Monthly Fees** – Effective January 1, 2020, the monthly association fee will increase to \$220. The need for this increase is due to rising water costs, rising snow removal and landscape fees, an aging sprinkler system and roads, and repairs on buildings, most of which are approaching 20 years old. **Late Fees** – Effective January 1, 2020, the fee for late payment of monthly dues will increase from \$15 to \$25 per incident.
- **Electronic Funds Transfer** – Some residents have inquired about paying their monthly fees via EFT. Implementing this option would involve a third-party vendor which would cost our association \$480 per year. The Board feels this expense is unreasonable and unnecessary. Another, less costly, means to pay your monthly fee electronically is to simply set up “Bill Pay” from your banking institution to Willow Wood. The information you need to do this can be provided upon request.

**Welcome Committee** – We would like to thank Patricia Bartlett, who is a fairly new resident of Willow Wood, for putting together some beautiful welcome baskets and delivering them to new WW owners. Other residents on the Welcome Committee are: Marcia VandenBrink, Margo Driscoll, and Nancy Hendricks.

**WW Buildings/Grounds Team** – Under the direction of board member Jim VandenBrink, the Willow Wood Board has established a Buildings & Grounds Team. This group is advisory in nature in addition to actually doing work around our property. Jim has been hard at work all summer with a couple other residents (primarily, Steve Sjoerdsma) trimming and removing trees and shrubs, working on sprinkler heads, and investigating issues as requested by homeowners. Jim is always looking for more volunteers so if you are interested in serving our community in this way, please place a note in the WW mailbox or contact any WW board member. A huge “THANK YOU!” to Jim and the B/G Team for saving us all some money!!!

**Special Requests** – PLEASE remember do not ask our vendors (landscaping, repair persons, etc.) for any special requests. This includes removing shrubs, spraying weed killer (or not spraying weed killer), etc. Our service people have been instructed to take orders only from their supervisor which ultimately comes from our Willow Wood manager as directed by the WW Board. If you have a request, you must submit it to the Board by contacting our manager, by placing a note in the WW mailbox or via email (listed at the top of this newsletter). If you do request extra services, you will be billed for the service.

**Annual Assessment** – Just a reminder that the \$500 annual assessment for roof replacements began this year. Each unit is required to pay a \$500 annual assessment for six years, with 2019 being Year One. This assessment may be paid in one lump sum or divided in any way that works for the owner. Our bookkeeper will keep track of your payments but you should also do the same.

**New Residents** – Please join us in welcoming our newest Willow Wood residents:

- Lisa Baily    2986 Windy Willows
- Betty Lou Nissen    2999 Windy Willows
- James & Mary Sandwick 11863 Willow Woods North

**Condolences** – Condolences to the families of the following WW neighbors:  
Karen Jordan, who resided at 2914 Willow Terrace Ct.

**Containing and Picking Up After Pets** – As a reminder to our pet owners (this includes dogs and cats), the WWCA By-Laws clearly spells out the responsibilities of owning a pet in our community. Specifically, there have been noticeable signs of pet feces. The By-Laws state in Article VI, Section 8:

“No pets (again, this includes dogs AND cats) may be permitted to run loose upon the Common Elements. The owner of any pet shall be responsible for cleaning up after it. Deposits of fecal matter shall be immediately removed by the owner of the pet dropping them.”

**Renting Condos** – The Board discourages WW owners from using their properties as rental units because, ideally, we want an owner-occupied community. Owners who reside in their own homes naturally take more pride in the upkeep. If a unit is used as a rental property, the owner must notify the Board as to who is living in the unit in addition to paying a \$250 fee to the Association each time the unit is “turned over”. The condo owner is responsible for paying the monthly dues and registering the unit as a rental property with Holland Charter Township. **A copy of the lease must be provided to the Board.**

**Selling Condos** – When selling your unit, whether to a stranger or a relative, the Board must be informed of the change in ownership. Our treasurer and bookkeeper need to know who is paying the monthly association fee and whenever a unit changes hands, the new owner must pay a \$750 buy-in fee.

#### **Seasonal Reminders**

- **Outside Holiday Lighted Decorations:** A suggested timeline for all outside, lighted holiday decorations is Thanksgiving – January 15, or any time in between. And, as a reminder, NO decorations are allowed on the lawns, only within the bedding areas next to your unit.
- **Outdoor Hoses:** All hoses attached to outside faucets must be removed for the season.
- **Plowing Driveways:** All vehicles must be parked inside the garage to allow driveways to be cleared when needed. Your driveway may not be plowed if there are vehicles parked outside.
- **Snowbirds:** Please do not turn off your water for a long period of time. There is one water meter per building and that just might be in your unit. Also, if you want any mailings that may be sent by the Association while you are gone, please put a note in the Association Mailbox with your winter address and the timeframe in which you will be away.

#### **Other Items/Reminders**

- **Vehicles** – According to WW By-Laws (Article VI, #9 [Amended]), “*Campers, motor homes, and similar vehicles may be parked in their owner’s driveway for up to 72 hours for the purposes of packing, unpacking, or cleaning of the vehicle. Campers and similar vehicles may be stored at the condominium, but only fully inside a garage.*”
- **Monthly Fees** - As a reminder, the monthly condo fee of \$200 is due no later than the 10<sup>th</sup> day of each month, after which a \$15 late fee is assessed. **(Late fee will be \$25 as of 1/1/2020)**
- **Outdoor Grills** – Use of outdoor grills (gas or charcoal) is allowed but must be at least 10 feet away from the home when in use.
- **Parking** - There is no parking allowed on WW streets between the hours of midnight and 8:00 am.
- **Garage Doors** - According to WW By-Laws (Article VI, #9), “*garage doors must be kept closed at all times when they are not in use*”. This Article also states, “*No inoperable vehicle or vehicle without a valid license plate may be parked outside of a garage.*”
- **Requests, Opinions, Information, Etc.** - All repair requests must be in writing, either via the association mailbox or email: [info@willowwoodscondos.com](mailto:info@willowwoodscondos.com). **Urgent** repair needs may be reported by calling the association phone #616-546-0632. **IF YOU CALL THE ASSOCIATION PHONE #, PLEASE LEAVE A MESSAGE WITH YOUR NAME, ADDRESS, PHONE #, AND NATURE OF REQUEST. Association Phone# - 616-546-0632**

Sincerely,  
Your WWCA Board

#### **Enclosures:**

- **Salting Driveway & Sidewalk Form**
- **Resident Information Update Form**