

**Willow Creek 3 HOA
Board Meeting
April 14, 2016**

Minutes

Call to Order – President Lynn Countryman called the meeting to order at 7:05 p.m.

Roll Call – Board members present: Lynn Countryman, Sharon Briggs, Buzz Vanwelden, Chris Mumfrey, Bob West and Jay Weber were present. BRC Community Manager Brett Hardt, CMCA, AMS attended, filling in for Richard Crockett, CMCA, AMS.

Committee & Officer Reports –

- **Ground** – **JBK Mowing** will begin April 28th. Pruning dates will be posted and will begin within the next month, along with aeration. Leaves have been picked up but pine needles need another round. The tree next to 8275 E Philips PL. has been removed, however the stump still needs to come out. The median will have perennials planted for cost efficiency with a few flats of annuals to fill in the open spaces. This will take place after Mother's Day. Weed and thistle will be sprayed by month's end.
- **Swim team** - Karol Kahalley Swim Team – tentative start date for practice is May 16th. Karol will follow up with BRC and confirm date to ensure pool is ready. Karol reported on swim meet dates. Meet and greet Friday the 15th. Registration is open and online. Swim team would like to have access to the clubhouse restroom for ADA needs. Swim Team deck rep will have access only and accompany those who need to utilize. Board will discuss. Swim team insurance is ready to accompany the New Use Agreement. Board needs to review and execute. Karol will update Board on enrollment numbers before the next Board Meeting. Team sets a self-imposed limit of 50% outside the community to join team.
- **Pool** – Due to clubhouse renovation, opening the pump room may take longer; Hal has begun working on the pool with the May 19th swim team date in mind.
- **Clubhouse** - Homeowner asked if there would be an increase in rental pricing due to renovation. Currently there are no plans for an increase.
- **ACC** – Jeff Stevens, ACC chairman. Season started with spring walk-around. Jeff reported on the various types of violation the committee is looking for during their inspections. The first round of letters has been sent out. He clarified that if a submission is denied, owners are able to appeal at the ACC meeting on the first Monday of the month at 7pm. Owners are welcome to submit concerns to the ACC and/or to management company. It was explained timeframe process for owners to make corrections.
- **Tennis** - See new business.
- **Common Area Project** - tabled discussion.
- **CEN-CON** – minutes are available on website.
- **SSPRD** - There is a new mini library installed at the park by the rotary club. Bring old books and take a new one.

Homeowner forum

- Management Company: Bob explained the process of choosing a new property management company. The Board will proceed to an executive session following the Board Meeting to make the final decision. Board thanked Bob for his efforts.
- Owners voiced concern with previous management.
- Owner interest in website for WCIII has come to fruition. Willowcreek3.com. This website is currently not affiliated with the WCIII HOA or the Board. It is a volunteer run site to centralize the information of WC3. Bob (owner volunteer) is currently paying for the hosting and domain name. Jay addressed this with thanks and reported the board would like to begin a website committee. Jessica Sims and Greg Cole have volunteered. Board will post new information into the next newsletter.
- Last month Board had motioned to repair the retaining wall between two townhouse owners. Bills were sent to homeowners based upon the recommendation of a paver project contractor. Retaining wall between 81XX E. Phillips Cr. and 81XX was replaced several years ago during the beginning of the paver project. Currently the two-foot wall has shifted and is leaning. Although both townhome owners would like wall repaired there are question as to responsibility of ownership for the wall. More research is required. JBK will investigate solutions for repair and report back to Board.
- Owner issue with BRC communication. Owner called in numerous times to correct a double pay issue. The issue has been corrected; payment will be returned within five days.
- Jeff Stevens – Discussed GID (Government Improvement District) and full Willow Creek community surround fence replacement. – WC1&2 have discussed fence replacement and would like WC3 to join. Jeff reported that financing is being discussed. WC1&2 will pursue project whether or not WC3 follows. Estimated start date is 4-5 years. Committee meets once a month to discuss at 8:30pm.

Approval of Minutes

Due to an excessive amount of errors in the March Minutes, Lynn will edit and submit back to Management Company and Board to approve at later meeting.

Unfinished Business

- A final check needs to be written to Kay (Clubhouse renovation). Board discussed – Sharon motioned to give Kay a \$50 visa gift card, seconded by Jay, Motion approved.
- Meeting chairs require new leg caps. Board asked BRC to research and purchase up to \$100 for 200-300 count or more.
- Pool cover –winter cover needs to be taken in for repair after pool opening. Discussion took place to replace solar cover. Board would like two – three bids for one large cover vs. two smaller covers. Research needs to be done on whether or not new covers come with new spools or if a new, reinforced spool is needed. It was suggested to build a “barn” to store solar cover when not in use, pending cost.

- Clubhouse Manager Reimbursement- Board discussed and approved to compensate Deanna \$550 for 2.5 months Jan-March. Motioned by Jay, seconded by Bob, motion passed.

New Business

- 4th of July party- tabled for more information. Board would like more proposals. Tony Rosacci's and food trucks as possibilities.
 - Tennis Courts – Post-tension discussed regarding cost. Property manager will investigate “sport court” and other surfaces. Board asked for bids on windscreens, nets, and painting fence posts. Board approves projects contingent on cost estimates. Chris motioned to approve caddies for \$40/each, seconded by Sharon, motion passed.
- C. Pool Pumps – After discussion, Jay motioned to approve the purchase of two new pumps plus installation for a total of \$5,900 pending receipt of competitive bids; Sharon seconded, motion passed.

Financials – The Board again requested names for a new CPA from BRC. Discussion to begin full Financial statement audit after transition.

Website Discussion took place. Bob West will work with Bob Carrell to buy current domain and allow Bob Carrell to administer with the objective that access can be discontinued if needed. Brett Hardt discussed that BRC managed websites for consideration. Pricing will be presented.

Willow Creek Community Fence - Dialogue commenced regarding the fencing around Willow Creek. Concern was raised about financing and coordination with WC1 & WC2. Board approves option if County Line is included without WC3 taking over ownership of the County Line managed fence. Board agreed to join discussion to pursue options. Lynn will communicate with Jeff Stevens.

Adjournment - Buzz motioned to adjourn, seconded by Jay; adjourned at 10:15pm. Executive session began to discuss Community Management Company.
EXECUTIVE SESSION- Meeting ended 11:40 PM