

# Willow Creek 3 HOA

## Board Meeting Minutes

### July 12, 2018

**CALL TO ORDER** –Vice President, Laura Reams called the meeting to order at 6:10 p.m.

**ROLL CALL** – Board members present: Laura Ream, Fred Kremer, Bob Bartlett, Aidan O’Shea, Jerry Grant, Martin Garrity and Jay Weber, by phone. Greg Coleman of SCRES was also present. Quorum was established.

#### **HOMEOWNER FORUM –**

- H/O in the 8088 townhome row reported sidewalk heaving concerns that are a safety concern. Management let her know that area of sidewalk is on the list to be repaired when the paver project starts.
- H/O on E Phillips Cir. Thanked the Board for all their hard work and she was impressed with the email communication between Board and community. She wanted to report the path lighting in the row between 8007-8027 were out.
- H/O reported there are also lights out in the big greenbelt.
- H/O reported there are perimeter fence boards down in the County Line fence at 8028 E Phillips Cir. SCRES to call with City re fence line repair.
- H/O reported rodents are dying on her property and wants to know who to contact to remove. She was told to contact SCRES, management will take care of rodents.
- H/O 8075 E Phillips Pl reported silver leaf maple in her yard is mostly dead. She was told the tree is on the “Arbor Garden” list to remove during the annual tree trimming/removal in the fall. She would like action before the fall. SCRES to inspect and decide if action as necessary before scheduled and follow up with homeowner.

#### **COMMITTEE AND OFFICER REPORTS –**

- Landscape – JBK:
  - Removed the edging at 8161 E Phillips Cir. that was considered a safety hazard. JBK reported the edging is beyond repair and needs to all be replaced. The Board decided to wait for the paver project and replace at same time. It was also reported JBK has been getting numerous complaints regarding the junipers, which have reached the end of their life span. Again, wait for paver project and remove at same time.
  - Turf spray will be July 23<sup>rd</sup>. Please inform homeowners.
  - The cottonwood on Trenton Way and the Russian olive at 8158 E Phillips Ave need to be removed. JBK would like to know if this is homeowner or HOA responsibility. The Board will inspect and determine who’s responsible for removal.
- ACC: Jeff Stevens (not in attendance): There were three (3) approvals last month. Nothing out of the ordinary to report. Notices have gone out.
- Social: Fiona O’Shea (not in attendance): Still requesting volunteers to join committee.
- Swim Team: Laura Ream: The season is over. Finals are week of July 15<sup>th</sup>. There will be no more practice sessions. Laura expressed gratitude to the Board for their cooperation during the season.
- Website: Bob Correll: Reported positive feedback from homeowners. A homeowner requested the button to the link to governing documents be prominently placed on home page. Homeowners in attendance gave kudos on website.

- Welcoming Committee: The welcoming committee welcomed 4 new owners in May. The 2 new owners in June and so far, 1 in July will be contacted by committee in near future.
- Pool: Had Bradbury (not in attendance):
  - The motor repairs were completed and a new pump installed. This should fix the fluctuating pool temperature.
  - The blue pool cover still needs to be removed from pool area and a new pool cover needs to be purchased.
  - The Board expressed concerns with Had leaving responsibility to lifeguards to keep chemical and temperature logs and the lifeguards not being as conscientious as they should be in keeping logs.
  - Laura presented options with pricing for new pool furniture and umbrellas. Laura and Aiden to measure the furniture to make sure it will fit in designated area(s) before being approved at August meeting.
- Tennis Courts: Discussion ensued regarding what options in materials financing tennis court replacement.
- Paver Committee: 7910 E Phillips Cir Townhome Row Landscaping. The committee has identified rows needing landscaping, grading, sidewalk repairs and pavers. They are finalizing plans and will present findings and recommendations to the Board at August meeting.
- Covenants Committee: Restricted Vehicles. A draft of the restricted vehicle policy was submitted to the Board for review and comment.
- Reserve Study Committee: Due to work constraints, Martin Garrity has resigned from the Reserve Study committee and Laura Ream will replace him. There are two (2) parts to the Study, townhomes and general common elements/components. The Board has requested the Audit be completed before the physical part of Study is finished.

### APPROVAL OF MEETING MINUTES

The meeting minutes from the June 14, 2018 Board Meeting was submitted to the Board for review.

**A motion to approve the June 14<sup>th</sup> meeting minutes with changes was made by Laura Ream and seconded by Jay Weber. Motion passed unanimously.**

### APPROVAL OF THE MAY 2018 AND JUNE 2018 FINANCIAL REPORT

The changes that needed to be made to the May financial report were reflected in the June financial report.

**Motion to approve the May 2018 financial report was made by Fred Kremer and seconded by Jerry Grant. Motion passed unanimously.**

**Motion to approve the June 2018 financial report was made by Fred Kremer and seconded by Jerry Grant. Motion passed unanimously.**

### MANAGING AGENT REPORT

Updates to the Action Item List include:

- Tennis Committee 4/12/18 – Tennis court crack repair tabled until Spring.
- The electric retractable awning has been repaired and is in working order.
- The price to replace the shade sail and frame will be approximately \$18,800.

- 8164 E Phillips Cir tree branched overhanging roof from neighbor's yard. Need to figure out who owns the tree, homeowner or HOA. Add to Arbor Garden list.

Delinquency Status Report:

- The Delinquency report was submitted to the Board for review. There are three (3) homeowners that have been recommended be sent to collections.

**Motion to send to collections the three (3) homeowners that were recommended was made by Jerry Grant and seconded by Laura Ream. Motion passed unanimously**

**NEW BUSINESS**

- June Clubhouse rentals were 13 rentals. 5 reoccurring rentals and 2 non-revenue generating uses.

**ADJOURNMENT:**

With no further business before the Board the meeting was adjourned at 9:25 p.m.

Next meeting will be held August 9, 2018 at 6:00 p.m. in the Clubhouse.

Submitted by,

Greg Coleman