**Willow Creek 3 HOA**

**Board Meeting**

**May 11, 2017**

**MINUTES**

**Call Meeting to Order** - Jay Weber called the meeting to order at 7:00 p.m.

**Roll Call** - Board members present: Jay Weber, Bob West, Fred Kremer, Bob Correll, Chris Mumfrey, Bob Bartlett, Mike de Rosayro. Ryan Heath of SCRES was present.

**Committee and Officer Reports** –

* Grounds: Elizabeth Wood of JBK Landscape said aeration of the grounds is completed. Thursdays will be mowing days. The cost for removal of downed tree limbs from the recent storm was $1,300. Approximately 20 new trees that have been budgeted for planting will be planted in the fall. During the summer JBK will assess the best locations for the new trees and will provide a list of the four or five varieties to be used.
* Clubhouse: Ryan Heath reported 14 new rentals, six re-rentals. The clubhouse has new arm chairs, new folding chairs and new basement shelving. The furniture and shelving were paid for using a credit from an online retailer because furniture previously purchased from the retailer had broken. Chris Mumfrey said the potted decorative tree in the meeting area has died and needs replacing. Ryan Heath said the melted garbage disposal switch in the kitchen has been replaced. Ryan will look into having an electrician change the location of the disposal switch.
* ACC: Jeff Stevens presented a townhome owner’s request for a front double-hung window with grids to be replaced by a slider window with grids. The ACC had approved the request but wanted the board to review the change. The board agreed to allow the change. There was discussion about the proper grade for drainage in front of the townhomes.
* Social: No report
* Website: Bob Correll reported that the ACC, in cooperation with Sherwin-Williams, has provided a link to view our single-family home paint colors online. All but four custom colors can now be viewed by clicking on the link posted on the Painting/Roofing&More page at WillowCreek3.com.
* Swim Team: Pool keycards will be made available to five swim team officials prior to pool opening. Fred Kremer said that the swim team would like permission to place swim team signs in front yards for the summer. The board denied the request, indicating only appropriate political and real estate signs are allowed.
* Pool: Chris Mumfrey reported that pool cleanup has started and the pool equipment is working well. Lifeguards are being hired by pool management. Lifeguards have been hired for an upcoming elementary school party. The costs will be covered by the party organizers. Our attorney, reiterating a prior opinion, says no swimming will be allowed without a lifeguard. A resident asked about plastic that appears to be disintegrating in the pool area that is part of a solar cover. Chris Mumfrey will talk to talk to pool management about a new solar cover.
* Tennis: No report.
* Welcoming: No report.

**Homeowner Forum** –

A resident said he felt the financial reports are not correct and that this has been an ongoing problem.

A resident offered to have an online tennis court reservation system created to replace the current paper system.

**Executive Session**: The board went into executive session to discuss a legal opinion with attorney David Graf.

**Minutes Approval - April 13 2017**

On a motion by Bob West, seconded by Bob Bartlett, the minutes were approved with the addition of Fred Kremer’s name to the individuals that reviewed the HOA insurance bids.

**Unfinished Business** –

* Irrigation: Jeff Stevens reported that the sprinkler system has been turned on. There is a backflow valve at the top of the large greenbelt that is leaking below ground and needs to be replaced. On a motion by Chris Mumfrey, seconded by Fred Kremer, the board agreed to budget up to $5,000 for the repair. Ryan Heath will arrange for estimates and for the work to be done.
* Tennis Courts: By email on April 19, the full board unanimously voted to decline the previously approved bid from All Seasons Courts because the company could not be reached after multiple attempts, and to accept the bid from Coatings, Inc. for $60,000 to resurface the five tennis courts and line one court for pickleball.
* Insurance: Chris Mumfrey, Fred Kremer and Jay Weber reported a new HOA insurance provider has been selected.
* Pool Keycard Distribution: The second distribution of new pool keycards will take place at the clubhouse on Saturday, May 13.
* 2017 Paver/Wall/Drainage Project: Ryan Heath said that work on an additional row of townhomes is expected to start by the end of May.
* Ryan Heath has received bids to paint the electrical boxes that control the irrigation system. He will look for additional options that may be more cost effective.
* Ryan Heath reported that a large SUV without rear license plates that had been parked in the townhome area for a long time has been towed.
* Ryan Heath will schedule work on a clubhouse kitchen vent pipe that needs to be covered outside.

**New Business –**

* Truck Parking: Under review.

**Financial Report** –

* April 2017 Financials: Jay Weber and Fred Kremer will meet with Ryan Heath at the Spectrum offices to review how Spectrum’s HOA financial reports are being compiled and reported.
* Delinquent Aging Report: On a motion by Bob West, seconded by Bob Bartlett, the board approved sending to our attorney for action any delinquent amounts over $400 due from residents. The amount previously was $600.

**Adjournment** – On a motion by Chris Mumfrey, seconded by Fred Kremer, Jay Weber adjourned the meeting at 9:15 p.m.

Submitted by Bob Correll, Board Secretary, Willow Creek 3