

**Willow Creek 3 HOA  
Board Meeting  
September 14, 2017  
MINUTES**

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

**Roll Call** - Board members present: Jay Weber, Bob West, Fred Kremer, Bob Correll, Bob Bartlett, Mike de Rosayro. Chris Mumfrey was present by teleconference call. Greg Coleman of SCRES was also present.

**Committee and Officer Reports:**

- Pool: No report.
- Landscape: Elizabeth Wood of JBK Landscape said supplemental watering of the newly-planted trees is being done as needed. She answered questions from several townhome owners and the board about potential costs for landscape design and landscape work in areas surrounding and adjacent to the townhomes.
- Tennis: Bob Correll said court resurfacing is now complete. He said a pickleball social would be taking place on the courts Friday, September 15. Greg Coleman said locks on the tennis court gates have been repaired.
- ACC: Jeff Stevens asked for board approval of four new ACC volunteers. Two of the volunteers are single-family homeowners and two are townhome owners. He also asked the board to decide whether to approve a townhome owner's request to raise the height of his garage door entry to make room for his tall truck. The townhome owner was present at the meeting and said he would match the colors and design of the garage door to the satisfaction of the board.
- Social: Bob Bartlett read an email from Bonnie Baker thanking everyone who helped with the End of Summer Pool Party and saying she is stepping down as head of the Social Committee.
- Website: No Report.
- Swim Team: Chris Mumfrey said the pool is shutting down for the winter. He said he is requesting price quotes for new solar covers. Fred Kremer will contact the swim team about removing swim team items from the storage areas at the pool to make room for pool furniture.
- Welcoming: No report.
- Clubhouse: Chris Mumfrey reported there were seven new clubhouse rentals and 10 recurring rentals in August. Bob Correll said a resident had asked about the clubhouse manager position and the terms of that agreement.

**Homeowner Forum:**

- A resident questioned why it was necessary to note in a recent Willow Works that townhome water rates are less expensive than single-family home rates. The resident also asked if a legal opinion should be requested by the board concerning cost-sharing between townhome owners and the HOA on the townhome paver project and related landscaping.
- A resident said a landscaped area supported by railroad ties beside his townhome is failing.
- A resident said she supported the idea of a request for a legal opinion on the sharing of costs between townhome owners and the HOA for the townhome paver project. The resident also requested an update from Spectrum on when work on the drainage problem in her townhome row will begin.
- A resident said her neighbor in an adjoining townhome is building a backyard fence that is too tall.

**Approval of August 10, 2017 Minutes:**

On a motion by Bob West, seconded by Fred Kremer, the August 10 meeting minutes were approved.

**Approval of August Financial Report:**

On a motion by Fred Kremer, seconded by Jay Weber, the August Financial Report was approved.

**Managing Agent Report**

- Action List: Greg Coleman reviewed a number of maintenance projects that have been completed or are ongoing.
- Collection Status Report:  
10 actions against homeowners in collection were reviewed.

**Unfinished Business –**

- JBK Landscape Work - Approval and Signature: A \$4,025 JBK work order that had been approved by the board at the August meeting was signed. Before further consideration, the board requested Spectrum contact JBK to separate the costs for aeration and over seeding on a \$3,750 work order submitted by JBK.
- Annual Meeting: The board reviewed information that will be mailed to residents for the October 12 Annual Meeting and board of director elections.
- Paver Project - Starting Phase 4: The board determined that before proceeding it needs more information on the costs of the townhome paver project.
- Truck Parking: The board will create a resident truck parking survey when the new board is in place following the October Annual Meeting.

**New Business –**

- Vote on new ACC members: The board asked for additional information before approving the new ACC volunteers.
- Townhome Garage Door: Two board members volunteered to view a townhome residents garage before the board votes on the residents request to increase the height of his garage door entry.
- Snow Removal Bids: Greg Coleman said he is expecting to have bids by the end of September.
- Re-state 2017 Budget: On a motion by Bob Bartlett, seconded by Fred Kremer the board approved the 2017 HOA budget because the board's previous budget approval had not appeared in the January 2017 meeting minutes.
- 2018 Reserve Studies: Fred Kremer recommended an update of the single-family and townhome reserve studies be included in the 2018 budget.
- 2018 Tree Inventory: Several board members said the board had previously determined new trees were being planted in place of spending money on a community tree survey.
- Pool contract: The board wants to gather more information before approving the 2018 pool contract with Perfect Pools.
- A letter containing a legal opinion from the Moeller/Graf law firm was discussed.

**Adjournment:**

On a motion by Chris Mumfrey, seconded by Bob West, Jay Weber adjourned the meeting at 10:20 p.m.

Submitted by Bob Correll, Board Secretary, Willow Creek 3