

January 2018

Willow Works

The Monthly Newsletter of Willow Creek Homeowners Association #3

Community Directory

Website:

Willowcreek3.com

WC3 Board of Directors:

Jay Weber
Fred Kremer
Bob Bartlett
Martin Garrity
Jerry Grant
Aidan O'Shea
Laura Ream

WC3 Manager

Spectrum Commercial

Real Estate Solutions

Greg Coleman

gcoleman@scres.us

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www.DenverCommercial.com

Pool Management:

Perfect Pools 303-795-1191

hb@perfect-pools.com

Swim Team:

swim@wc3dolphins.com

Willow Works Newsletter:

Porchlink Media, LLC:

720-295-2649

kerri@porchlink.com

Trash Removal/Recycling:

Waste Management:

303-797-1600

Willow Creek Women's Club

willowcreekwomensclub@gmail.com

Co-Presidents:

Kathryn Schindler: 303-740-8507

Fiona Maguire-O'Shea

fiona_emeraldisle@yahoo.com

Tennis Keys & Pool Keycard:

Amanda Phifer: 303-409-6018

Clubhouse Manager:

Deanna Mumfrey:

720-933-0785

wc3clubhouse@comcast.net

Letter from the Board

Monthly Home Owners Association board meetings will be starting earlier.

Effective January 11, the board of directors will begin its meetings at 6 p.m., an hour earlier than previous meetings dating back almost 30 years. The reason: To speed up meetings which recently - and in past years - has stretched beyond 10 p.m. and sometimes midnight.

The goal is to wrap up community business by 9 p.m., said board vice president Laura Ream, who proposed the idea during the December meeting. To accomplish this feat, the board will be attempting to set time limits on individual topics in an effort to move the meeting along.

The concept is based on time limits currently in place for guests to address home owner issues - usually three minutes each to present their information. The time limits will vary depending on the meeting topics, but the board intends to wrap up the meetings by 9 p.m.

Please welcome our newest additions to the Willow Creek 3 board of directors: Martin Garrity and Aidan O'Shea.

Both were nominated by the board last month and graciously accepted the invitation. For Martin, this will be his second tour of duty on the board. He was treasurer in 2015. Aidan is the new comer.

They are replacing Bob Correll and Mike De Rosayro who resigned during the first year of their three-year terms.

Bob Correll, however, isn't giving up on serving the community. He stepped up to join the Architectural Control Committee, committee chairman Jeff Stevens announced during last week's BOD meeting.

Bob's addition brings the number of ACC members to seven. Also serving are Greg Cole, Julie Fisher, Peggy Occhiato, Linda Trask and Buzz Vanwelden.

Hats off to Willow Creek 3 town home and single family home owners who made this holiday season seem more special.

A number of town home owners added their holiday touch by independently decorating almost all of the 118 lamps along the walking paths. Added to that are the increasing number of owners who decorate their townhomes.

A trip around the neighborhood shows more single family home owners contributed to the holiday cheer with bright dazzling light displays.



Willow Creek Women's Events

Sponsored by Willow Creek Women's Club

Go Natural Soap Demo on Wednesday, Jan. 17 – 9:15 a.m.

Home Accessory Swap on Thursday, Jan. 11 7 p.m. – 9 p.m.





January 2018 ACC Corner

Submitted by Jeffrey Stevens

The Architectural Control Committee extends its appreciation to all home owners who maintain their property in the manner that the covenants require. The Writer Corporation, the developer of Willow Creek III, wanted this community to be a place with a harmonious nature and one where the residents could be proud of their surroundings and at home in this community. They have succeeded because the residents of Willow Creek III support and endorse these goals. Thank you Willow Creek III for making this a place for families and all residents to prosper and feel welcome. Let's make 2018 a good year.



Willow Creek 3 HOA Board Meeting: November 9, 2017

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

Roll Call: Board members present: Jay Weber, Fred Kremer, Bob Bartlett, Mike de Rosayro and Jerry Grant. Laura Ream was present by teleconference call. Marta Yates of SCRES was also present. Quorum was established.

Designation of Executive Board: Board Member appointment to fill vacancy on the Board left by member resigning was tabled for future meeting. The Board will remain a six (6) member Board with the following elected as officers.

- Motion to elect Jay Weber President of the Willow Creek 3 Board of Directors was made by Fred Kremer and seconded by Bob Bartlett. Motion passed unanimously.
- Motion to elect Laura Ream Vice President of the Willow Creek 3 Board of Directors was made by Jay Weber and seconded by Jerry Grant. Motion passed unanimously.
- Motion to elect Bob Bartlett Secretary of the Willow Creek 3 Board of Directors was made by Jerry Grant and seconded by Laura Ream. Motion passed unanimously.
- Motion to elect Fred Kremer Treasurer of the Willow Creek 3 Board of Directors was made by Jerry Grant and seconded by Jay Weber. Motion passed unanimously.

Mike de Rosayro and Jerry Grant will remain as Members-at-Large. The Board members will help Bob Bartlett with the letter from the Board for the Willow Works due November 20th.

Laura Ream submitted agenda items for the November meeting. These agenda items tabled until next meeting. They will be added to agenda for next meeting.



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Board Meetings

Board Meetings are held on the 2nd Thursday of each month.

ACC meets every 1st Monday of the month.

Meetings are held at 6:00 PM at the
Willow Creek Clubhouse III 8091 East Phillips Circle.

Committee and Officer Reports

Pool: The 2018 Perfect Pools contract was not executed at meeting. Board to have discussion with Had Bradbury regarding terms of contract.

Landscape: Elizabeth Wood of JBK Landscape reported the leaf removal will resume once the tree trimming is completed. Tree trimming is close to being finished. She also requested key to tennis courts so they can blow off the courts. There was a question regarding landscaping of the townhomes and has the Board come up with a budget or plan for the townhomes in need of re-landscaping. Greg to request bid for townhome landscaping from JBK. Elizabeth would like to know if Board wants JBK to come remove and chip all the branches stacked around the property.

Motion to ratify email vote to approve Arbor Garden and JBK post storm clean up proposal was made by Jay Weber and seconded by Jerry Grant. Motion passed unanimously.

Tennis: Mary Beth Doerr turned over a check in the amount of \$1,256.00 for League fees. The lock box and score towers were taken down and secured until next season. It was asked why the wind screens were taken completely down instead of rolled up and secured. Reminder they have to be reinstalled by March 2018. It was noted that new nets will be needed in the spring.

ACC: Jeff Stevens reported that it is a slow time of year. The committee will still meet once a month. There are no ACC requests at this time.

Social: Bonnie Baker has stepped down as head of the Social Committee. There is a need for volunteer to head up Social Committee. It was suggested the call for volunteers be addressed in the Willow Works and on the website.

Website: No report. However, it was requested there be more Board involvement in maintaining and/or contributing to website content.

Swim Team: Pool is closed and swim team on hiatus until next spring.

Welcoming: Continuing to receive new homeowner information from SCRES and getting new homeowner welcome packets to them.

CONTINUED ON PAGE 4

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Willow Creek 3 HOA Board Meeting: November 9, 2017

CONTINUED FROM PAGE 2

Homeowner Forum

• Jeff Stevens reported there were 85 irrigation leaks and 125 sprinkler head replacements last season. These numbers are about normal for a season. He also reported that at the September meeting a request for more information regarding the cost of paver project was needed before proceeding. It was asked if project was to be funded out of the townhome reserves. HOA attorney stated that the funds for the paver project may not be taken from townhome reserves. There is a new snow removal vendor. Snow removal contract questions include who is going to train vendor? Who going to make sure vendor does the work? And who is going to make sure SCRES is on it? Jay Weber to confer with Greg Coleman regarding snow rates, allocations between single family and townhomes.

• Homeowner asked if the alleys were going to be sanded this year. They were not last year and the north facing alleys are slick and dangerous.

• Several homeowners complained about lack of response from management. Phone calls and emails go without any response from Mr. Coleman. It was suggested they contact Amanda Phifer.

Hearings

• 8137 S Spruce St. Hearing regarding pickup truck parking. The Board decision is to back out the fine and give them a mulligan. This issue will be further addressed in future meetings. Please let homeowner know result of hearing.

• 8013 S Quince Way. Hearing on driveway repair. Homeowner frustrated due to lack of response from management regarding the letters and fines she has received. Jeff Stevens explained the violation policy and has taken over the driveway replacement issue. He will work with homeowner to resolve.

Approval of September 14, 2017 Minutes: Motion to approve the September 14, 2017 Board Meeting minutes as written was made by Mike de Rosaryo and seconded by Jay Weber. Motion passed unanimously.

Approval of September and October 2017 Financial Reports: *Motion to approve the September 2017 Operating Report for audit was made by Fred Kremer and econded by Jay Weber. Motion approved with one abstention.*

The October Operating Report was not approved for audit. The Board has issues with reconciliation of balance sheet. They also have issues with Caliber and the apparent lack of transparency. It looks like money is not accounted for. The Board is also concerned with the invoices not getting paid in a timely manner. Why are they paying September invoices in November?

The Board does not want to hear from HOA accountant that "it is an auditor adjustment" or "changed accounting software". These responses are not answers to their questions.

Fred Kremer, Treasurer, would like to set up another meeting with Greg Coleman and Donna Crow in SCRES office to go over Caliber and the balance sheet and transparency issues as early as possible.

The HOA monthly dues will increase in 2018. Single family from \$92 to \$102 and Townhomes from \$135 to \$140. A letter to Homeowners informing them of the dues increase needs to be mailed week of 11/13/17.

Budget: Fred Kremer went over the 2018 budget presentation. Presentation attached to be included in these minutes. He talked about the General Reserves fund in regards to the Reserve Study. He also informed the Board of the dues increase for single family homes is going from \$92 to \$102 and townhomes from \$135 to \$140. It has been requested a letter to homeowners regarding the dues increase be sent with new coupons instructions for bill pay and ACH homeowners be mailed week of November 13th.

Motion to approve the 2018 budget as submitted was made by Bob Bartlett and seconded by Jerry Grant. Motion passed unanimously.

Managing Agent Report - Action List:

Item: Paver Walls. Waiting for contractor to give estimate how to divide grading costs between Homeowners and Association. Need separate bills to invoice townhomes. Management to call Jay Weber for proration's.

Item: Snow Removal. Revised snow depths. Shovel remains at 2" and plowing depth revised to 4". Management to clarify with Terracare, snow removal vendor.

Item: Greg Cotton Lien. All letters and notices were sent to attorney. Status changed to Done.

Due to the issues on 7936 E Phillips Cir regarding the ice collection in sunken sidewalks and drain pan heaving it was requested that Mike de Rosayro and Greg Coleman walk all the townhomes to determine what to fix. There are a lot of one inch trip hazards.

Delinquency Status Report: There is concern that the delinquencies are not getting addressed and the ACH credit is in question. Would like 10 ACH homeowners called to see if credit was given. Delinquent letters were not being mailed out. Make sure delinquent letters are diligently being mailed.

Collection Status Report: Not reviewed.

Unfinished Business

Paver Project - Starting Phase 4 This project has been tabled until Spring 2018 or a special session is called.

Truck Parking: Laura Ream submitted an email to Board for the November meeting that suggests an Advisory Committee be formed to update covenants and policies.

New Business

JBK Items: The only item remaining that has not been addressed in these minutes is the work order for the island by 7673 E Phillips Cir. The Board has decided to table this work order until Spring.

Ting Internet: Marketing material and an Easement Agreement from Ting Internet was submitted to Board for review. Jay Weber to research further.

Laura Ream Agenda Items: Item #1 regarding creating an Advisory Committee to update policies was well received by Board. These items tabled until next Board meeting so the Board can review.

Survey: Members plan to come to Board meeting with survey to be distributed to Homeowners in 2018.

Adjournment: With no further business before the Board the meeting was adjourned at 10:36 p.m.

Submitted by Marta Yates, Recording Secretary

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Treasurer's Letter

Submitted by Fred Kremer

Greetings, fellow homeowners,

As you know, the monthly dues have increased for 2018. Single family homeowners will pay \$102 per month. Townhome owners will pay \$140 per month.

The main reason for the increase is that we have less "cash carryover" or "offset" money to use toward expenses in 2018. The General Operating Fund's "cash carryover" is what we are talking about here. This carryover is money that is left over, or unspent, from the previous fiscal year's budget. This carryover money is used to lower dues for the fiscal year. For 2018, we will use \$4 per month of the carryover. Last year, 2017, we used \$13 from 2016's carryover. A smaller part of the increase is the \$1 increase for inflation for the General Reserve contribution, per the General Reserve Study schedule.

And the Townhome owners' dues increased \$5 to \$140 per month. Their dues are initially based on Single Family dues of \$102. Then we add the Townhome specific dues. The TH Operating fund decreased by \$5 to \$9 (snow removal costs back down to historical level). TH Reserve contribution increased by \$1 to \$14. TH Water fund decreased \$1 to \$15.

The carryover: Our association is a non-profit corporation. We budget so that we don't generate a profit because we do not want to pay income tax. The budgeted money pays for current operations, contingencies, and reserve contributions. If the association does not spend its entire General Operating budget, the unexpended money stays in the cash balance of the General Operating Fund. The average dues offset from 2010 through 2017 was \$10.25 per month, saving each of us \$123 per year.

One change we are negotiating is the Pool management contract. Residents gave us feedback: they want the pool to stay open past Labor Day weekend. We are working with the vendor, Perfect Pools, to extend the season to the end of September. More later on that.

In 2018, we will have our 2 Reserve Studies updated (General and Townhome) by a professional firm. The studies were last done in 2013, so we are on schedule for the update. Indeed, certain entities expect the Reserve Studies to be updated every 5 years: Internal Revenue Service, State of Colorado, auditors, bankers and more. Some components have changed, or will change, and this requires some changes in the studies. Additionally, certain component parts have been replaced "when needed" instead of all parts all at once, so the Reserve Study's schedule has to be reset for that situation. The update may change the funding level.

Certain components will be reviewed in 2018 for replacement/renovation/repair. Some examples are the Townhome private streets, the wooden fence along Quebec and part of Mineral, pool components, pool cover, pool sail-shade, 118 light poles in the common areas, greenbelt asphalt pathways, common area timber walls, tennis courts, tree replacements, irrigation subsystems and more.



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South Suburban and the City of Littleton will offer free Christmas tree recycling at two locations within the District from Dec. 26 through Jan. 15. Locations include South Suburban's Willow Spring Service Center, 7100 S. Holly St., in Centennial and Cornerstone Park, 5150 S. Windermere St. (corner of W. Belleview Ave. and S. Windermere St.)

Residents within the South Suburban Park and Recreation District can drop off their tree seven days a week from sunrise to sunset in Cornerstone's parking lot, adjacent to the soccer fields, or at the Willow Spring Service Center in the designated enclosure by the front gate.

All decorations need to be removed from the tree, including lights, ornaments, garland, tinsel and stands. If the tree is wrapped in a plastic bag, it must be removed at drop off. Flocked or artificial trees and yard refuse will not be accepted. Most trash and waste removal companies do not accept Christmas trees, so District residents are encouraged to take advantage of this free program. The trees will be mulched and used in landscaping throughout the District and the City of Littleton. Residents can obtain free mulch, beginning Dec. 28. The mulch will be available weekdays, 7:30 am until 3 pm at the Willow Spring site. Mulch is available from the City of Littleton throughout the year at the northwest corner of S. Prescott St. and W. Prentice Ave. Residents are responsible for loading and are encouraged to bring bags or trash cans and a shovel or pitchfork. Call South Suburban at 303.721.8478 or the City of Littleton at 303.795.3863 for more information.

Additions to Our Community Website

Submitted by Bob Correll

WillowCreek3.com has added a Clubhouse page. The page includes information on Willow Creek 3 clubhouse rental pricing, clubhouse amenities, how to reserve the facility with the clubhouse manager, post-event cleanup requirements and other details. Most importantly, the page also has a link to the Clubhouse Availability Calendar. The calendar is updated in real time, so that open dates and times can easily be viewed.

Information has also been added to the website HOA page. You'll find two new sections: Financials and Minutes/Newsletters. The monthly operating report and the annual budget are among the items in the Financials section. The Minutes/Newsletters section currently contains two years of board meeting minutes and two years of Willow Works newsletters. For those who want to get a jump on the news, the latest Willow Works is added each month as soon as the digital edition becomes available from the publisher. That is generally around the 23rd of the month, 10 to 14 days prior to when residents receive the print edition in their mailboxes.

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January Home Accessory Swap

Thursday, Jan. 11 – 7 – 9 p.m. Mineral Clubhouse, 8500 E. Mineral Dr.

Now's a perfect opportunity to offload your unwanted Christmas gifts! Join the Willow Creek Women's Club for its Home Accessory Swap. Please bring between 1 and 10 new or gently used home décor items. You'll swap for the same number of items you bring with a maximum number of 10 items per person.

What type of Home Décor Items do we have in mind? Think of it as a Home Goods shopping experience. If you don't want it, it's probably best to leave it behind.

We are looking for wall décor, antiques, framed artwork, boxes, candlesticks, clocks, mirrors, coffee table books, sconces, small chests, bowls/ceramics, pottery, new candles, picture frames, table centerpieces, wine racks, lamps, small CLEAN rugs (no pet stains or excessive dirt), SETS of glassware or china, decorative clocks, small WORKING appliances, things with the fixer-upper, Pottery Barn, or mid-century look, platters, trays, garden deco, cache-pots, linens, silverware, baskets, decorator/interior designer fabrics, decorative pillows (no bed pillows), and small pieces of furniture (no larger than an end table).

Please bring only pet-free and smoke-free items. No home office supplies, no holiday décor and no large furniture items. If you can't carry it by yourself, it is too big to bring. Any remaining items will be donated to charity at the end of the evening.

This event is FREE to WCWC members and \$5 for guests and non-members. Please bring an appetizer/dessert to share! To RSVP, email fiona_emeraldisle@yahoo.com.

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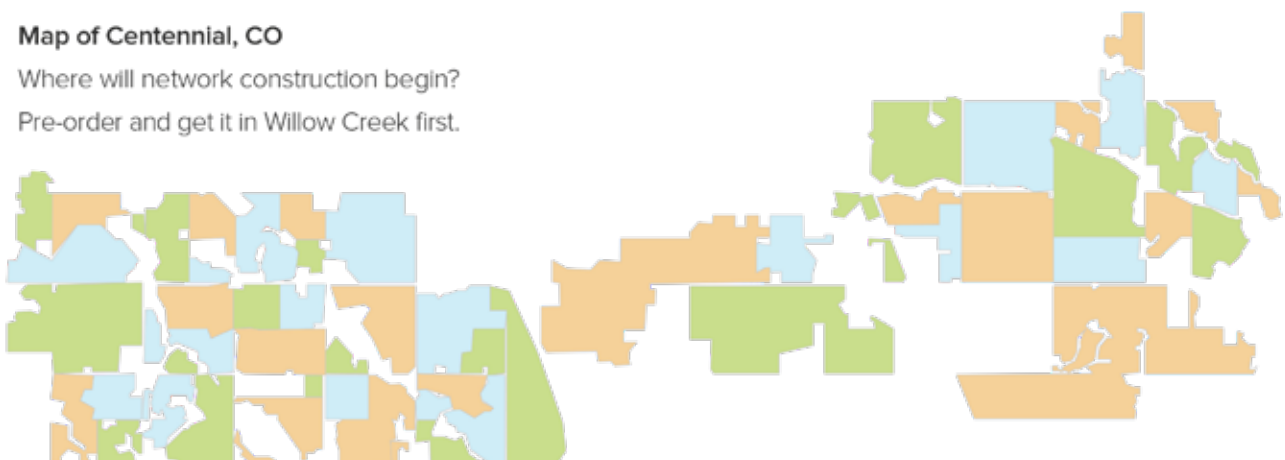
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Reminder, the townhouse alleyways are not for parking. Please do not park any vehicle or have any contractor park their vehicle in the alleyways at any time. The only exception is for short term loading and unloading.

Business Services Advertising rates & information:

How do I place a Business Services ad? To place a business service ad, please email the text for your ad to kerri@porchlink.com by the 20th of the preceding month in which you would like your ad to appear. Please indicate in which communities you would like your ad to run.

How do I pay for a Business Services ad? Once your business service ad has been received, you will receive an emailed invoice. You may log in and pay via the link in the invoice, call Kerri Watts at 720-295-2649 with your payment info, or mail a check to Porchlink Media, 6525 Gunpark Drive #370-133, Boulder, CO 80301. Payments are due on the 20th of the preceding month.

How are Business Services ads different than display ads? Business service ads are just text ads, which are usually placed within the last few pages of the newsletter. They do not contain any images or logos.

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Stroh Ranch	\$25
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All of Parker \$115	
CASTLE ROCK	
Sapphire Pt	\$25
Founders	\$10
CENTENNIAL	
Willow Creek	\$35
Foxridge	\$25

AURORA	
Blackstone	\$25
Sad Rock E/S	\$25
Sad Rock N	\$20
Tallyn's	\$25
Murphy Creek	\$20
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All of Aurora \$140	
LONE TREE	
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