

Willow Creek 3 HOA

Board Meeting Minutes

December 13, 2018

CALL TO ORDER – President, Aidan O’Shea called the meeting to order at 6:05 p.m.

ROLL CALL – Board members present: Laura Ream, Fred Kremer, Bob Bartlett, Aidan O’Shea, Jerry Grant, Martin Garrity and Betsy Alexander. Joel Bixler of SCRES was also present. Quorum was established.

HOMEOWNER FORUM –

- H/O stated that Spectrum has not had follow up regarding sewer line. The H/O has contact information and a DVD from ARS Rescue Rooter. Board to follow up by 12/14/18.
- H/O inquired about any new changes to truck policy and enforcement. The Board responded that enforcement continues through Spectrum. Should a homeowner sight a violation the can share the appropriate details with Spectrum to handle. Additionally, the Board is working on a proposed covenant change to be reviewed by an attorney. It was also explained that covenants would not change unless voted and approved by the community.
- H/O shared concern over lack of progress and follow up regarding the alleyways. The overlay work is not working. Garage ramp is sinking, water is not draining and dirt is coming up. Spectrum was contacted three weeks prior without response. The Board and Spectrum will meet with Colorado Asphalt to develop a plan. Also shared that Xcel has been on property to run additional lines and inquired if the Board or Spectrum were aware.

COMMITTEE AND OFFICER REPORTS –

- Landscape – JBK: Not in attendance
- ACC: Nothing to report, but did mention that they did speak with Xcel. Xcel was on site to rewire the junction boxes and were marking lines to avoid cutting them.
- Social: Santa Day will be on 12/16/18. They are tentatively planning Adult only Bingo on 3/2/18. There will also be a kickoff to summer pool party in June and an end of summer party in August. Email protocol was also discussed.
- Website: Nothing to report
- Welcoming Committee: No update
- Pool: Not in attendance
- Tennis Courts: N/A
- Paver Committee: Work to begin in the spring with row 8088. Approximate cost of \$9K-11K each row. Junipers will be assessed and removed where appropriate.
- Covenants Committee: Reviewed during homeowner session.
- Reserve Study Committee: Have not heard back re: proposed changes.

APPROVAL OF MEETING MINUTES:

A motion to approve the November 8, 2018 meeting minutes was made by Laura Ream and seconded by Martin Garrity. Motion passed unanimously.

APPROVAL OF THE SEPTEMBER 2018, OCTOBER 2018, AND NOVEMBER 2018 FINANCIAL REPORTS:

A motion was made by Martin Garrity to approve September and October and seconded by Jerry Grant. Motion passed unanimously.

November has not been approved due to posting reported twice and a question regarding a concrete work.

MANAGING AGENT REPORT:

Action Item List: The action item list was discussed line item by line item. Pending information was discussed with the Board, and due dates for completion were given to SCRES. The following items will be added to the Action Item List:

- Greenbelt bollard lights will be added to the action item list.
- Sewer scoping for the Pool bathrooms.

Motions made from the Action Item List include:

- Landscaping Bids: After normalizing the 3 bids in order to evaluate properly.

A motion was made by Martin Garrity to approve the JBK 2019 landscaping proposal, seconded by Laura Ream. The motion passed unanimously.

Delinquency Status Report: The Delinquency report was submitted to the Board for review. There are no additional homeowners that have been recommended be sent to collections.

Collection Status Report: The Board requested Spectrum to get the proper legal process for liens and foreclosures.

UNFINISHED BUSINESS:

- Sidewalks and garage ramps – Spectrum and the Board to meet in the next week to discuss solution.
- Trucks – Addressed during homeowner forum
- 2019 Budget – Treasurer gave the 2019 budget presentation via PowerPoint.

A motion to approve the 2019 budget was made by Martin Garrity and seconded by Jerry Grant. The motion passed unanimously.

- Reserve Study – The Board feels the reserve study is not accurate since the tennis court replacement is shown to begin in 2019 instead of 2022. Spectrum to contact preparer of reserve study.
- Tennis Courts – Spectrum to proceed with obtaining quotes on soil bid.

NEW BUSINESS:

- November clubhouse rentals – 3 complaints on cleanliness of clubhouse were received. Martin Garrity is to follow up with Clubhouse Manager.
- Pool issues – Last August a proposal was made to buy new furniture. Will present a new proposal in January 2019.
- Pool Bathrooms – A board member requested a process to get a bid on updating the downstairs bathrooms. Spectrum is to partner with the board to develop a high-level plan to obtain quotes.

A motion was made by Martin Garrity to give a Community Service awards to the ACC members and to Bob Correll for website, Seconded by Laura Ream. The motion was approved unanimously.

ADJOURNMENT:

With no further business before the Board the meeting was adjourned at 8:49 p.m.

Next meeting held January 10, 2019 at 6:00 p.m. in the Clubhouse.

Submitted by,

Joel Bixler
Recording Secretary