

# Willow Creek 3 HOA

## Board Meeting Minutes

### June 13, 2019

**CALL TO ORDER** – President, Aidan O’Shea called the meeting to order at 6:00 p.m.

**ROLL CALL** – Board members present: Aidan O’Shea, Fred Kremer, Bob Bartlett, Betsy Alexander and Laura Ream. Jerry Grant and Martin Garrity were not present. Greg Coleman of SCRES was also present. Quorum was established.

#### **HOMEOWNER FORUM** –

H/O Thanks the Board for looking into the legality of short term rentals. His neighbor is renting out their basement which is causing parking issues in their alley. *Mgmt. will double check with attorney regarding short term rentals in WC3.*

H/O complained about the asphalt cracks in the alleyways. One of the flower beds at entrance is dead and needs to be replaced. The Boy Scout installed exercise park is falling apart is in need of repair. *Mgmt. explained asphalt repair will happen later on in the season. Will have JBK take care of the dead entrance beds. Martin Garrity will address exercise park with Boy Scout. An owner in attendance offered some of her overgrown perennials to be transplanted to an entrance bed.*

Bob Correll attended Jones District focus group regarding the rezoning for multi-use development which would have huge impact on all the Willow Creeks.

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

- **Landscape** – JBK: No report. Not in attendance.
- **ACC**: Jeff Stevens reported violation notices have been sent. The landscape walk around will occur in July. There were no out of the ordinary ACC requests submitted.
- **Social**: The summer kickoff party cost \$1,000.
- **Website**: Bob Correll, webmaster, would like the 4<sup>th</sup> of July party plans to upload to website when they are available.
- **Welcoming Committee**: There were no welcoming events scheduled in May.
- **Pool**: Had/Perfect Pools was in attendance to report the equipment is operating with no issues. He commented there are a great group of Lifeguards at WC3 this year. *The Board asked Had if the techs could vacuum the pool completely. The kiddy pool skimmer is not working. Also, issue with card reader not reading cards. Mgmt. to get card reader working.*
- **Pool Enhancements**: Laura Ream recommends purchasing a solar cover for the pool at approximately \$30,000. To be paid from reserves.

**Motion to approve purchase of solar cover for pool was made by Laura Ream and seconded by Fred Kremer. Motion passed.**

- **Tennis Court Committee**: Email blast to residents requesting community rep to join tennis court committee to work with Board to determine what to do with tennis courts remodel was questioned by Laura Ream. She is unclear as to why a community rep is needed. Discussion ensued. Laura resigned from the Board.
- **Tennis Committee**: No report. Will meet and have report available at July meeting.
- **Paver Committee**: Aidan met with contractor. Paver installation will begin in 2 to 3 weeks beginning with the 8088 alley. Three rows will be paved in this budget year. JBK

- Covenants Committee: At the town hall meeting attorney gave overview of restricted vehicle amendment. It was decided to move forward with restricted vehicle amendment. Goal is to approve at next meeting. Door to door vote is being discussed. Want votes back by mid-September.
- Reserve Study Committee: No report.
- Swim Team: Kristy, swim team rep, asked that the pool be cleaned at 7:15 a.m. before swim team practice and that the chemical log books be available when team member has to take readings. Still needs volunteers for 4<sup>th</sup> of July party.

### **APPROVAL OF MEETING MINUTES:**

The May 9, 2019 minutes were submitted to the Board to review and approve for audit.

**A motion to approve the May 9, 2019 meeting minutes for audit as written was made by Laura Ream and seconded by Bob Bartlett. Motion passed.**

There was discussion as to whether to publish Draft minutes before having Board approval.

**A motion to refrain from publishing draft minutes in the Willow Works or the website before Board approval was made by Laura Ream and seconded by Fred Kremer. Motion passed.**

### **APPROVAL OF THE APRIL 2019 AND MAY 2019 FINANCIAL REPORTS:**

The April 2019 Operating Report was submitted to the Board for review and approval for audit.

**A motion to approve the April 2019 Operating Report for audit was made by electronic vote. Motion passed.**

The May 2019 Operating Report was submitted to the Board for review and approval for audit. The May 2019 Operating Report was tabled until Board members are available to review and approve. May 2019 Operating Report to be resubmitted for review and approval at July meeting.

### **MANAGING AGENT REPORT:**

Action Item List:

- Jeff to inspect dead tree on south end of 7926 E Phillips Cir and give recommendation as to remove or not and to establish who owns the tree and thus would be responsible for removing.
- Dead pine tree in Quince greenbelt. Two proposals were submitted to remove dead tree and grind stump. Above/Beyond-\$1,200 and JBK-\$1,430.

**Motion to accept Above/Beyond bid to remove dead tree in Quince greenbelt was made by Laura Ream and seconded by Bob Bartlett. Motion passed.**

- Short term rentals. Get opinion from attorney regarding short term rentals in Willow Creek 3.
- It was confirmed the mural in the clubhouse basement hallway may be painted over in a light color. Board would like the purchase and installation of bathroom stalls taken out of the remodel bids. All other components in bids are approved.
- Clubhouse parking lot striping. Needs to be scheduled and parking lot closed off the night before.
- Pool Enhancements. Pool furniture arrived except for the sun shades. Shipment is being tracked down. Have JBK take out sod at end of pool to see if post tension slab before drilling for umbrella holes.
- Irrigation Meter Vault Leak. Confirm with RK Mechanical the leak is on the inside of the vault then get RK Mechanical contract to Board for review. Have PipeX rebid with the leak on inside of vault, not outside vault.

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

Collection Status Report: Status report submitted to Board for review. Homeowner whose account is being considered for foreclosure contacted attorney asking for payment plan. Mgmt. to find out from Moeller Graf who "JMS" is in their office and what was discussed and decided in call.

**NEW BUSINESS:**

- A. May Clubhouse Rentals: There were 20 regular rentals, 6 recurring rentals and 4 non-revenue generating uses. There have been complaints regarding clubhouse basement bathroom cleanliness. Aidan to find out from Deanna who cleans basement of clubhouse.
- B. Irrigation Meter vault Leak. Discussed in Action Items.
- C. Quince Greenbelt Tree Removal. Discussed in Action Items.
- D. Perennial to Annual Flower Bed Transformation. The Board does not want JBK to change the perennial flower bed at S. Quebec and E. Mineral to annuals. *Mgmt. to get with JBK regarding this bed for options.*
- E. Clubhouse Landscape & Irrigation. Jeff Stevens was selected to repair the pool irrigation system after RK sewer repair. Three bids were received for pool landscape renovation project. No decision was made.
- F. Tree Spraying. On hold until fall.
- G. Clubhouse Bathroom Reno. Discussed in Action Items.

**Other new business:**

- Volunteers are needed to plant flower pots around pool. There is a \$200 budget to be reimbursed to purchaser.

**Motion to approve a not to exceed \$200 budget for flowers around pool was made by Laura Ream and seconded by Fred Kremer. Motion passed.**

- Boy Scout project – exercise bar has fallen over and needs to be put back in place.

**ADJOURNMENT:**

With no further business before the Board the meeting was adjourned at 8:21 p.m.

Next meeting held June 13, 2019 at 6:00 p.m. in the Clubhouse.

Respectfully submitted,  
Marta Yates  
Recording Secretary