

Willow Creek 3 HOA
Board Meeting Minutes
August 8, 2019

CALL TO ORDER – President, Aidan O’Shea called the meeting to order at 6:02 p.m.

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

HOMEOWNER FORUM –

H/O wanted to thank Board for having abandoned car towed. He asked if anything was found out about short term rentals. *It was reported there are no restrictions in Willow Creek 3, City of Centennial or Arapahoe County.*

H/O would like the large hole by 8196 E Phillips Place to be filled in.

COMMITTEE AND OFFICER REPORTS –

- **Landscape – JBK**: Elizabeth went through her checklist items. She confirmed the pool landscape project will not begin until after pool is closed. Presented list of trees that need to be removed before winter in case Board wants to bid out this project. Tennis Committee asked if JBK could blow leaves off the tennis courts.
- **ACC**: No report.
- **Social**: Diane Kremer with the Willow Creek Women’s Club submitted information on a “Trunk or Treat” event on October 27th between 2-6 in Willow Creek 3 clubhouse parking lot. After discussion the Board decided to allow the Women’s Club their Trunk or Treat event in the Willow Creek 3 parking lot for all Willow Creek communities to participate and attend.
- **Website**: No report.
- **Welcoming Committee**: Committee welcomed 7 new homeowner in June and 3 in July. All will be welcomed by end of August.
- **Pool**: No report.
- **Tennis Court Committee**: Reported a light out on clubhouse building facing tennis courts. Committee needs a decision regarding the Pro being able to hold classes on WC3 courts. (*Will be covered under Unfinished Business*). Committee chair also wanted to know update on tennis court replacement. After discussion it was determined Greg should get a hold of list of people who showed interest in being on a committee to research interest in and options for court replacement.
- **Paver Committee**: Greg submitted three (3) different pavers for Board to choose from. Aidan has chosen the installer. Next step is to have JBK remove appropriate landscaping for pavers to be installed.

Motion to approve paver Option #3 to be installed was made by Aidan O’Shea and seconded by Martin Garrity. Motion passed unanimously.

- **Covenants Committee**: The draft Covenant Amendment with ballot was mailed to Owners. Management to continue to e-blast Owners for next two weeks reminding Owners to vote.
- **Reserve Study Committee**: Meeting postponed.

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APPROVAL OF MEETING MINUTES:

The June 13, 2019 minutes were resubmitted to the Board to review and approval for audit.

Motion to approve of the June 13, 2019 board meeting minutes as corrected for audit was made by Martin Garrity and seconded by Jerry Grant. Motion passed unanimously.

The July 11, 2019 minutes were submitted to the Board to review and approval for audit.

Motion to approve of the July 11, 2019 board meeting minutes with added asterisk for audit was made by Jerry Grant and seconded by Martin Garrity. Motion passed unanimously.

APPROVAL OF THE MAY, JUNE AND JULY 2019 FINANCIAL REPORTS:

The May 2019, June 2019 and July 2019 Operating Report(s) were submitted to the Board for review and approval for audit.

Motion to approve separately the May 2019, June 2019 and July 2019 Operating Reports was made by Martin Garrity and seconded by Jerry Grant. Motion passed unanimously.

MANAGING AGENT REPORT:

Action Item List: Greg

- Ting still disputing responsibility for underground short in pole light. SCRES communicating with Ting to come to a solution.
- The Board has requested the auditor attend the October meeting.
- The clubhouse bathroom refurbishment on hold until after pool closes for season.
- May clubhouse cleaning was done. Carpet stain was successfully removed.
- The sunshades did not fit tables. Will return shades to manufacturer, regroup and order shades that fit next pool season.
- Purchase of a solar cover was not recommended.

Motion to not purchase a solar cover was made by Jerry Grant and seconded by Martin Garrity. Motion passed unanimously.

Collection Status Report: Status report submitted to Board for review. Homeowner whose account is being considered for foreclosure contacted attorney asking for payment plan. The Board did not approve payment plan.

Motion to start the foreclosure proceedings was made by Jerry Grant and seconded by Martin Garrity. Motion passed unanimously.

UNFINISHED BUSINESS:

- A. Solar Pool Cover. The Board has decided to not to purchase a solar pool cover.
- B. Appointment of new Board Member. It was decided to get a legal opinion on appointing a current Board member to another Board members term and position.
- C. Tennis Pro Discussion. After reviewing and discussing the revised contract submitted by Ryan, tennis pro, the Board has decided to allow the use of two (2) courts vs 1st come 1st served. They will allow Willow Creek 3 resident and guests. They also decided to scratch the 2nd point of request.

Motion to accept the changes to the contract made by Ryan and to approve the revised contract was made by Martin Garrity and seconded by Betsy Alexander . Motion passed unanimously.

- D. The Board voted on a donation given in the name of Willow Creek 3 by electronic vote.

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Motion to ratify electronic vote for donation was made by Martin Garrity and seconded by Jerry Grant.

NEW BUSINESS:

- A. June Clubhouse Rentals: There were 10 regular rentals, 6 recurring rentals and 3 non-revenue generating uses.
- B. October Board Election. The cover letter for a call for candidates and the nomination application was submitted for approval to distribute to Homeowners. After discussion there are revisions to the letter that have to be made and a statement of qualification be added to application. To be mailed week of 8/12.

Motion to mail out Board nomination application with cover letter as amended and scheduled was made by Martin Garrity and seconded by Jerry Grant.

- C. Pool Closure. After discussion it was decided to keep the Willow Creek 3 pool open on the following dates, Sept. 6, 7, 8 and Sept. 13, 14, 15.

Motion to keep the pool open on Sept. 6, 7, 8 and Sept. 13, 14, 15 was made by Martin Garrity and seconded by Jerry Grant.

ADJOURNMENT:

With no further business before the Board the meeting was adjourned at 8:02 p.m.

Next meeting held September 12, 2019 at 6:00 p.m. in the Clubhouse.

Respectfully submitted,
Marta Yates
Recording Secretary

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