

Willow Creek 3 HOA

Board Meeting Minutes

December 12, 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, Jerry Grant, Bob Bartlett, Betsy Alexander and Martin Garrity. Greg Coleman of SCRES was also present. Quorum was established.

HOMEOWNER FORUM –

H/O reported a tree limb hanging over the roof at 8113 E Phillips Circle. Commented on sidewalk snow removal.

COMMITTEE AND OFFICER REPORTS –

- **Landscape – JBK**: Reg/JBK reported crews on site for leaf clean up. Will also get leaves cleaned off tennis courts. All approved project completed for the season.
- **ACC**: Jeff Stevens reported it was a slow month. There was one paint request. Water consumption in townhomes discussed. No response from attorney letters sent to homeowners with fines, two of these H/O’s are in collections due to ACC fines.
- **Social**: Willow Creek 3 hosting Santa Day on 12/14/19, all Willow Creek communities are invited. There were donations from WCI and WCII plus a private donor. There is a need for volunteers on Santa Day.
- **Website**: No Report. Bob Correll is stepping back from managing website at end of December.
- **Welcoming Committee**: No report.
- **Pool**: No Report.
- **Tennis Court Committee**: Submitted check in the amount of \$3,835 collected during league season. Courts could become self-maintaining when resurfaced with these funds. JBK was asked to blow leaves off the courts. New league contract to be written for upcoming season.
- **Paver Committee**: Paver project on hold until Spring 2020.
- **Covenants Committee**: Permanently eliminate from Agenda.
- **Reserve Study Committee**: Permanently eliminate from Agenda.

APPROVAL OF MEETING MINUTES:

The November 14, 2019 minutes were submitted to the Board to review and approval for audit.

Motion to approve of the November 14, 2019 board meeting minutes for audit as written was made by Jerry Grant and seconded by Fred Kremer. Motion passed with 1 abstention.

APPROVAL OF THE SEPTEMBER, OCTOBER AND NOVEMBER 2019 FINANCIAL REPORTS:

The September, October and November 2019 Operating Reports were submitted to the Board for review and approval for audit.

Motion to approve the September 2019 Operating Report for audit was made by Martin Garrity and seconded by Jerry Grant. Motion approved unanimously.

Motion to approve the October 2019 Operating Report for audit was made by Martin Garrity and seconded by Jerry Grant. Motion passed unanimously.

Motion to approve the November 2019 Operating Report for audit did not pass until further clarification with association accountant can be obtained.

MANAGING AGENT REPORT:

Action Item List: Greg

- Reached agreement on the damaged controller, homeowner will pay \$400 over the next four (4) months.
- Pool bathroom renovations will be revisited in February after a walk through and cleaning out of clubhouse basement.
- Concrete grinding at various identified addresses in townhomes will begin spring 2020. Private property not included on grinding list, only common areas. Greg to repaint grinding locations for safety reasons. Greg to resend 9/3/19 grinding email to Board.
- Trees need to be inventoried for trimming and replacement and bids resubmitted after the count.
- Greg to let 7936 E Phillips Circle owner know timing on his pan replacement project.

Delinquency Status Report: The Delinquency report was submitted to the Board for review. Board has requested the delinquency report be up to date with accurate fines by a certain date. The Board has requested the legal fees accrued by owners be broken out of their current balance each month. Also, the cost of certified mailings be billed back to homeowner.

Collection Status Report: Status report submitted to Board for review.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Snow removal options were submitted to the Board for review and approval of an option. There was discussion regarding the trigger depth, what is the scope of work, need better oversight of workers. Option A includes shoveling the entire perimeter. Option B does not include perimeter shoveling.

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

Discussion ensued regarding shoveling between townhome garages, which is owner responsibility. End units are HOA property.

Motion to not shovel between townhomes was made by Martin Garrity and seconded by Bryan Zach. Motion passed unanimously.

Other discussion included the need for Tim to have an ATV and be onsite to supervise his crews. Contact Martin Garrity at 2" depth to determine whether to send out crews. Martin wants the termination for "no cause" to be struck from contract and he wants the right to challenge the costs.

ADJOURNMENT:

Motion to adjourn meeting was made and seconded. Motion passed unanimously.

With there being no further business before the Board the meeting was adjourned at 8:17 p.m.

Next Board meeting will be held on Thursday, January 9, 2020 at 6:00 p.m. in the Clubhouse.

Respectfully submitted,
Marta Yates
Recording Secretary