

# Willow Creek 3 HOA

## Board Meeting Minutes

### February 13, 2020

**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, Jerry Grant, Bob Bartlett, Fred Kremer and Bryan. Betsy Alexander and Martin Garrity were not in attendance. Greg Coleman of SCRES was also present. Quorum was established.

#### **HOMEOWNER FORUM –**

H/O requested an update on the truck policy. Mineral is looking bad with all the trucks lined up along the street. *(Board responded the truck policy did not pass the community vote. The HOA does not have jurisdiction over Mineral, it is a public City street.)*

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

- Landscape – JBK: Reg/JBK reported the grasses on the island on Mineral were cut down.
- ACC: Jeff Stevens reported it was a slow month. There were 2 requests for window replacements. The Spring walk about will take place the beginning of April.
- Social: WC3 BINGO night has been scheduled for February 29<sup>th</sup>. Community invite to be included in the Willow Works.
- Website: No candidates have come forward to take over website. Need to reach out to community for volunteer. Jeff Stevens is a maybe.
- Welcoming Committee: November, December and January new owners were welcomed to community.
- Pool: Board has requested Had Bradbury start attending Board meetings in March and throughout the pool season.
- Tennis Court Committee: No report.
- Paver Committee: Townhome row 8088 to begin in March/April.

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

The January 9, 2020 minutes were submitted to the Board to review and approval for audit.

**Motion to approve of the January 9, 2020 board meeting minutes for audit as written was made by Jerry Grant and seconded by Bob Bartlett. Motion passed.**

#### **APPROVAL OF THE NOVEMBER AND DECEMBER 2019 FINANCIAL REPORTS:**

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

**Motion to approve for audit the November and December 2019 financial reports was made by Jerry Grant and seconded by Bob Bartlett. Motion passed.**

The January 2020 Financial Report was not approved. Martin Garrity has questions.

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## **MANAGING AGENT REPORT:**

### **Action Item List: Greg**

- Greg will send maintenance out to change out the identified lights in townhomes and check all other lights in townhomes. An electrician is needed to check the light pole that was pulled out of ground. Bob reported there are 2 lights out in big greenbelt on each side of 2<sup>nd</sup> bridge.
- Pool bathroom renovation to be completed by April.
- Bryan and Aidan to walk townhome alleys to identify heaving drain pan issues to be addressed in 2020.
- Board to decide which alleys to pave in 2020.
- Aidan wants to walk property with Bryan to identify trees in scope to be trimmed so vendors will be able to bid apple to apple.
- Email blast needs to be sent reminding owners not to park at end of alleys if snow is expected. The Board has requested any email blasts to be sent from SCRES needs to be approved by Board before being sent. Aidan and Jerry stated they are not getting the email blasts. Make sure they are on master blast list.

**Delinquency Status Report:** The Delinquency report was submitted to the Board for review. The Board wants stated in the minutes that the Delinquency Report is not accurate. They would like a column added showing what has been paid.

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

The Board has requested the Covenant Violations on the Collection Status Report be put on the Action Item list. Jeff Stevens to confirm the dead tree in front yard of violator has been removed. If not removed, Board action to lien property will be taken by email vote. Confirm with Jeff all other violations that have been cured before placing lien on property.

## **UNFINISHED BUSINESS**

- A. Tree Trimming. Tree trimming proposal not approved. Greg and Aidan to walk property and identify list of trees (with pictures) to be submitted to vendor to revise their proposal.

## **NEW BUSINESS:**

- A. Fred and Jerry presented slide show showing options for court use and product options in conjunction with the Reserve Study.

**Motion was made to identify and set aside \$350,000 from reserves for the tennis court upgrade project was made by Jerry Grant and seconded by Fred Kremer. Motion passed.**

## **ADJOURNMENT:**

**Motion to adjourn meeting was made by Jerry Grant and seconded by Bob Bartlett. Motion passed.**

With there being no further business before the Board the meeting was adjourned at 7:45 p.m.

Next Board meeting will be held on Thursday, March 12, 2020 at 6:00 p.m. in the Clubhouse.

Respectfully submitted,

Marta Yates

Recording Secretary

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