

The Willow Creek Homeowners Association No. 3 Board of Directors Meeting

November 11 2021

MINUTES

I. CALL TO ORDER/ROLL CALL

The Willow Creek Homeowners Association No. 3 Board of Directors Meeting was called to order at 6:03 PM.

Board members attending were Aiden O'Shea, MaryBeth Doerr, Jerry Grant, Fred Kremer, Luke Adaline, David Markenson and Eric Sinclair. Also in attendance was Ron Valiga representing HG Management.

II. HOMEOWNER FORUM

The owners present were allowed an opportunity to bring any items of discussion to the board.

Discussions that were held during homeowner forum -

- Concerns included the tripping hazards by raised sidewalks
- Paver Project
- Darkened greenbelt lights
- Deteriorated asphalt in the townhome alleyway next to 8261 E Phillips Place
- Not enough communication from the Board of Directors to the homeowners
- ACC Concerns about Board of Directors not enforcing covenants.

III. COMMITTEE & OFFICER REPORTS

- A. Landscape: JBK – No Items to discuss.
- B. ACC Committee – No report due to ACC Committee being suspended for 60 to 90 days.
- C. Social: Fiona O'Shea - Volunteers are needed. Social events are hard to conduct when there is one person setting it up and doing the preparations.
- D. Website: The website will be updated by HG Management and Luke.
- E. Welcoming Committee: No items to discuss.
- F. Tennis Committee: No report.
- G. Grounds/Amenities Committee:
 - Tennis courts - Phase 1 complete. Phase 2 to begin in Spring of 2022.
 - Will evaluate planned replacements. Projects include replacing the deteriorating asphalt sidewalks in the Greenbelts. We cannot replace all the sidewalks in one year, so the replacements will be done in phases over a number of years, prioritized by the worst condition. The first section will be on the greenbelt across from the clubhouse.

IV. MINUTES

Last meeting held was Annual Meeting. Minutes from the Annual Meeting are approved by the homeownership at the next Annual Meeting.

V. FINANCIAL REPORT

- A. The financial statements for the month ending October 31, 2021, were included for review by the Board of Directors. A motion was made and seconded to accept the financials as presented. All in favor, motion carried.
- B. Delinquencies were reviewed by the Board of Directors.
- C. The status report from Moeller Graf was provided for the Board of Directors review.

VI. MANAGEMENT REPORT

The management report was presented to the Board of Directors.

VII. UNFINISHED BUSINESS

- A. Clubhouse Updates –
 - 1. Clubhouse Rentals – Will now be available for homeowners to rent.
 - 2. Rentals – The clubhouse is very popular and is booked through December.
 - 3. Electrical Repairs – Clubhouse lights are in process of being repaired.
 - 4. Exterior Painting and Repairs – Completed.
- B. Asphalt Pathway Replacement – Jerry Grant will look to see if the budget will allow \$30,000 to be used for repairs.
- C. Card Reader System – Tabled until December Meeting.
- D. Audit – Completed.
- E. Denver Water Back Flow Installation – Brightview is handling the installation. Cross Connections has been included in all communication.
- F. Pool Bid Proposals – In process. Pool companies are not looking at bid proposals until January 2022.
- G. Alleyway Repairs - 8261 E Phillips Place is scheduled for late November. HG Management found only one vendor who could do the work before the winter. Time frame for repairs is one day to demolish, then evaluate subgrade issues. Vendor may need to dig deeper and compact the soil before laying new asphalt.
- H. Paver Replacement – Replacement of the deteriorated steel borders with bricks in the common area next to the townhomes. In late summer 2018, it was decided to revamp the project plan and standardize the materials/design being used. Unfortunately, the Covid lockdown delayed progress in 2020 and 2021. We now have 15 townhome rows left to install. Our plan is to finish 5 rows in each of the next 3 years, to get the rest of the rows done by the end of 2024. The planned General Operating budget for the Paver Project will be: 40K in 2022, 40K in 2023

and 40K in 2024.

- I. Dead Tree Removal – The association is working with an arborist to evaluate the trees and determine a schedule for removal. It will also be asked of the arborist to recommend area of tree planting and types of trees that are beneficial to the community. This will be moved to the Spring of 2022.
- J. Sidewalk Review – A walkthrough date is scheduled for the end of November to review all common areas sidewalks for shaving. Once the walkthrough is complete, a proposal will be submitted to the Board of Directors.

VIII. NEW BUSINESS

- a. Snow Contact – The Brightview snow contract has been signed and a walkthrough has been completed.
- b. Budget 2022 – The 2022 budget review session was held on November 6, 2021. Once the 2022 budget has been approved, a copy of the 2022 budget will be mailed out to all homeowners.
- c. Pathway Lights - 10 light fixtures have been replaced, including on the path going to the shopping center. There are additional lighting issues that are being addressed.

BID PROPOSALS

- A. Tree Care – Has been tabled until the December meeting.
- B. Landscape Contract 2022 – The Board of Directors discussed the landscape contracts for 2022. A motion was made and seconded to accept JBK Landscape as the 2022 landscape contractor. All in favor, motion carried.

CORRESPONDENCE & REPORTS

- A. Information Items
 1. Fencing Down Along County Line Road – In process of being repaired by City

EXECUTIVE SESSION

- A. Attorney Status Report
- B. ACC Escalations

ADJOURNMENT