

The Willow Creek Homeowners Association No. 3
Board of Directors Meeting
December 9, 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, MaryBeth Doerr, Jerry Grant, Fred Kremer and Eric Sinclair. David Markenson attended via Zoom. Also in attendance was Sybil Kailihiwa 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 -

- Homeowners wanted to apprise the Board of the importance of allowing the Tennis Court players that are non-residents share the court.
- Homeowner from E Phillips had concerns about how the patching was done on their alleyway this week. They also had concerns on the time frame they were notified.
- Homeowner said she appreciated the notices that were placed on the garages. She was upset about the leaf cleanup taking over six weeks to complete. She also wanted to know why there is a limit on talking for three minutes at a board meeting.
- Homeowner had alleyway done and is concerned about the trash trucks.
- Homeowner has concerns about trash can sizes. She would like to request a smaller trash can.

III. COMMITTEE & OFFICER REPORTS

- A. Landscape: JBK – No Items to discuss.
- B. Perfect Pools – N/A
- C. ACC Committee – No report due to ACC Committee being suspended for 60 to 90 days.
- D. 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.
- E. Website: Sybil and Luke are working on website upgrades.
- F. ACC Committee -
- G. Welcoming Committee: No update.
- H. Tennis Committee: No items to discuss.
- I. Grounds/Amenities Committee:

IV. MINUTES

- A. The November meeting minutes were reviewed by the Board of Directors. Jerry moved to approve the minutes with corrections. Eric seconded the motion. All in favor, motion carried.,

V. FINANCIAL REPORT

- A. The financial statements for the month ending November 30, 2021, were included for review by the Board of Directors.
- Jerry had some questions about Waste Management charges for November, HG Management realized it was paid via ACH and has corrected the issue. Waste Connections had charged twice for November, HG Management will correct the issue. Jerry motioned to accept the financials with the corrections, Eric seconded the motion. 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. Discussion will be held in Executive Session.

VI. MANAGEMENT REPORT

The management report was presented to the Board of Directors. There were no addition questions.

VII. UNFINISHED BUSINESS

- A. Clubhouse Updates –
1. Electrical Repairs – The repairs to lighting are completed. The lights are not functioning properly. The Board is working with TKO Electric.
- B. Sidewalk Inspection – Has been completed and the bid proposal has been submitted to the Board of Directors for discussion under the Bid Proposal section.
- C. Card Reader System – Tabled until January meeting so all Board members can discuss.
- D. Audit – Completed and the report will be posted to the website.
- E. Denver Water Back Flow Installation – Brightview has installed the back flow and it was tested on December 9, 2021.

- F. Alleyway Milling/Paving – HG Management to assure Willow Creek is first on the list for 2022.
- G. Alleyway Repairs – Has been completed for this year. Additional work will need to be addressed in Spring of 2022.
- H. 2022 Budget – Jerry provided a copy of the updated budget as a mistake was found in the total amount of Administrative expenses. Jerry motioned to accept the updated 2022 Budget. Fred seconded the motion. All in favor, motioned carried.
- I. ACC Committee Updates.- Sybil is working on the updated handbook and ACC Committee guidelines.
- J. Lights on Pathway – All light bulbs were changed to LED. The light poles have been repaired. A big thank you to Ron Valiga for personally addressing the lights with nightly reviews of the lights and addressing the repairs.

VIII. NEW BUSINESS

- a. Trash Can Removal – Trash cans have been removed.
- b. Willow Creek Tennis Court MOU – The Tennis Club has been provided with two courts to be used in 2022. Mary Beth brought a copy of a MOU that has been used previously. Jerry moved to accept the MOU as presented. All in favor, motion carried.

IX. BID PROPOSALS

- A. Sidewalk Proposal – A motion was made by Jerry to approve grinding in the proposal only. Eric seconded the motion. All in favor, motion carried.

X. 2022 PROJECTS

- A. Sidewalk Repair/Replacement – Spring 2022
- B. Alleyway Milling and Paving – Spring 2022

XI. INFORMATION ITEMS:

- A. Fencing Down Along County Line Road – In process of being repaired by City.
- B. Tennis Court Project – Will finish the completion in the Spring of 2022.
- C. Pool Bids – Spring of 2022.

EXECUTIVE SESSION

- A. Attorney Status Report

ADJOURNMENT

- A. Meeting was adjourned at 7:40 PM.