

## The Willow Creek Homeowners Association No. 3

### Board of Directors Meeting

March 9, 2023

#### Minutes

Meeting held at the Willow Creek 3 Clubhouse

#### I. Call to Order/Roll Call

- a. The Willow Creek HOA3 Board of Directors Meeting was called to order at 6:02 PM
- b. Board members attending were: Aidan O'Shea, Steve Lubell, Jerry Grant, Diane Kohler, Luke Adeline, and Eric Sinclair. Mary Beth Doerr was not in attendance.
- c. RowCal attendees were Codey Bolte and Brad Farnham

#### II. Homeowner Forum

- a. Homeowner 1
  - i. Concerns were mentioned over ACC walk-throughs and violations not being enforced as strenuously as before.
  - ii. A specific concern over the truck enforcements policy was mentioned.
    1. The board and ACC members noted that spring walkthroughs are commencing and the truck policy is being finalized to clearly define commercial vehicles.
- b. Homeowner 2
  1. A homeowner was concerned about replacing a tree which had been removed several years ago.
    - a. The landscape committee advised that there are plans to replace a tree in a nearby area.
- c. Homeowner 3
  - i. A homeowner mentioned that there is a gap below the steps to the clubhouse which needs to be filled.
    1. **Action Items:** A workorder needs to be entered to have that filled.

#### III. Committee Reports

- a. Landscape
  - i. The board previously approved a proposal to plant several trees throughout the neighborhood. It was noted that the contract was signed and the vendor is awaiting payment
    1. **Rowcal Action Item:** Ensure payment is processed by March 17<sup>th</sup>
- b. Pool
  - i. No pool committee report. A one-year contract with Perfect Pools is being modified for the coming season.
- c. Social Committee
  - i. The Dig In Eats event was well attended

- ii. Diane is stepping down and a replacement is needed to head up the social committee
- d. Welcome Committee
  - i. An updated report of new residents hasn't been received from RowCal
- e. Swim Committee
  - i. No swim committee report
- f. Tennis Committee
  - i. League play starts in April.
  - ii. An email reminder on court rules and reservation process will be sent to the community.
    - 1. **RowCal Action Item:** Order automatic gate closers for court gates
- g. Amenities
  - i. Clubhouse/Pool Bathrooms
    - 1. The architectural design and finish proposals are complete. RowCal is working on multiple bids are pending.
    - 2. Completion by the beginning of pool season is targeted.
  - ii. Quebec Fence – Bids are in pending
  - iii. Sidewalks – Bids are pending for asphalt or concrete replacement
  - iv. County Line Rd Fence – This is not owned or controlled by the HOA, but residents are working seek support from the county for a full replacements
  - v. Pool umbrellas and shades – broken shades will need to be replaced, with longer term plans for a more permanent shade structure.
- h. ACC
  - i. The ACC has approved 2 requests, as well as paint requests
  - ii. There was a discussion with RowCal attendees about the process for incoming requests and ensuring they are routed correctly
  - iii. Truck, Xeroscape, and Dumpster policies are being reviewed
  - iv. Recent ACC notices have focused on trashcans and holiday lights
  - v. The 'Spring Walk' will be conducted soon
- i. Website: No update

#### IV. Minutes

- i. February minute approval (via email) was ratified
- ii. January minutes are being corrected

#### V. Financial Report

- a. February financials are missing accounts and do not include budget information
  - i. Jerry will meet with RowCal to correct the report formal and address accounts which are not currently shown on financials.
- b. January and February financials have not been approved.
- c. The selection of a new auditor was approved via email, this vote was ratified.
- d. The Reserve Study is pending changes prior to approval.

#### VI. Executive Session was held

#### VII. Following Executive Session

i. A proposal to reduce monthly late fees from \$25 to \$5 was approved. Jerry proposed this, Diane seconded it, and all approved.

VIII. Meeting Adjourned: 8:05 PM (Luke proposed/Diane seconded/all in favor)