

## The Willow Creek Homeowners Association No. 3

### Board of Directors Meeting

September 14, 2023

Minutes

Meeting held at the Willow Creek 3 Clubhouse

#### 1) Call to order/roll call

- a) The Willow Creek 3 HOA Board of Directors Meeting was called to order at 6:00 pm
- b) Board Members attending were: Jerry Grant, Steve Lubell, Diane Kohler, Mary Beth Doerr, and Eric Sinclair. Luke Adaline and Aidan O'Shea were absent.
- c) RowCal attendees were Tanya Valis and Matt Egan

#### 2) Update from Rose Paving and Matt Egan (RowCal)

- a) Matt and representatives from Rose Paving provided an update on the asphalt and concrete repairs at the 8055 alleyway.
  - i) They are working on warranty repairs and cleanup related to the recent unsatisfactory paving job.
  - b) One section is being dug up and repaired with additional road base and compaction work.
    - i) This foundational issue was unidentified prior to the paving being completed and reportedly would only be identified through a rarely performed test.

#### 3) Update from Matt Egan (RowCal Project Management)

- a) Fence along Quebec
  - i) This is being re-quoted due to a discrepancy in the distance of the fence.
    - (1) The prior quote overstated the length of the fence.
- b) Walkway Shaving
  - i) This should be completed in the week following the meeting.
- c) RowCal offered to waive their fee for project management services related to the pool bathroom or paver project.

#### 4) Homeowner Forum

- a) Homeowner 1
  - i) Homeowner would like to see estimated costs added to projects that are being performed.
  - ii) Homeowner recommended creating a committee focused on Townhome Landscaping
- b) Homeowner 2
  - i) Light poles have ongoing outages that should be addressed.
    - (1) Board comment – these have been repaired many times, but there appears to be a broader wiring issue creating ongoing issues.
  - ii) Clubhouse trashcans need to be taken out and returned.
    - (1) The lifeguards handle this when the pool is open, but this is often left undone when the pool is closed.
      - (a) Two homeowners volunteered to take on this responsibility.
- c) Homeowner 3 / Pool Committee Update
  - i) The awning over the wading pool still needs to be taken down, this should be handled by Perfect Pools

- ii) The metal roller (for a pool cover) hasn't been used for years and should be removed from the pool.
- iii) Various other pool issues were mentioned (wading pool needs resurfacing, wading pool gate is broken, trash cans need cleaning, downstairs door and lock issues).
- d) Homeowner 4
  - i) Inquired about smaller trashcans for townhomes – this is not provided by the WC contract.
- e) Homeowner 5
  - i) Homeowner inquired about parking violations and a \$50 fee on their account

## 5) Committee Reports

### a) Landscape - JBK

- i) No JBK rep was in attendance.

### b) Pool – Perfect Pools

- i) No Perfect Pools rep was in attendance.

### c) Pool - homeowner committee

- i) See comments from homeowners 3.

### d) Grounds committee

- i) A detailed presentation was reviewed, key topics included.
  - (1) The project presented and approved last month has been completed, with river rock and native plants replacing an area where grass was unable to grow.
  - (2) Several areas have bare spots (from tree removal) and need to be overseeded.
    - (a) Quotes were reviewed, but negotiations were ongoing.
  - (3) Overseeding bare spots in various lawn areas

### e) Amenities committee

- i) See section 3) update from Matt Egan

### f) Social Committee

- i) Two events are upcoming (as of the time of this meeting)
- ii) The board decided against cash prizes for the chili cookoff.

### g) Welcoming Committee

- i) No representative was in attendance.

### h) Swim League

- i) No representative was in attendance.

### i) Tennis

- i) No representative was in attendance.

### j) ACC

- i) The ACC has approved a variety of homeowner requests.
- ii) Potential Accessory Dwelling Unit (ADU) changes should be on the radar for future rules.

### k) Website

- i) Significant updates to the community website are underway in order to improve access to information and ease of use.

### l) County Line Fence

- i) A resident continues to try to work with various government entities to seek fence replacement to mitigate sound issues.
  - (1) This effort is ongoing with no resolution to-date.

## 6) Board Business

**a) Minutes**

- i) August minutes were approved.  
(1) Jerry motioned, Eric seconded, all were in favor.

**b) Management Report**

- i) RowCal provided an overview of the prior months' violations, notices and communications.
- ii) The port-a-potty in the pool parking lot is for the cement shaving workers.

**c) Financials**

- i) The financial reporting continues to improve, but financials weren't approved.
- ii) Delinquencies are at the lowest point in years.

**d) Light Maintenance**

- i) To help address issues with greenbelt lighting, a maintenance plan which includes monthly light checking and repairs was presented and approved.  
(1) Jerry motioned for the approval, Diane seconded, all were in favor
- ii) A quote to replace lights was requested as there appears to be a systemic issue with these lights.

**e) Project Coordination**

- i) RowCal will be taken up on their offer to provide free project coordination services for the paver project.

**f) Alleyway Paving**

- i) A change order was presented to repair part of the alleyway through the addition of more road base.  
(1) Diane motioned for approval, Mary Beth seconded, all were in favor.

**7) Meeting Adjourned: 7:58 pm**