

The Willow Creek Homeowners Association No. 3

Board of Directors Meeting

July 11, 2024

Minutes

I. Call to Order / Attendees

- a. The meeting was called to order at:6:02
- b. Board Members in attendance: Steve, Eric, Diane, Beverly, Justin, Gareth
- c. Unable to attend: Luke
- d. Management company attendee: Tanya

II. Vendor Reports

- a. RowCal Project Management - Matt Egan
 - i. Scott Janson - National Paving Partners
 1. Overview of asphalt and concrete (mill/overlay)
 - a. 3 inch fresh asphalt
 - b. Two alleyways
 - i. Most pressing
 - c. Mill and overlay - about 25K - need 3 more (after these two)
 - d. Annually - we should expect - 4K per alley (crack fill/seal)
 - e. Pathways - another 75K/80K each remaining walkway
 - i. 4 feet wide (pre-existing) beginning to end - 6 to 7 days
 2. Long-term maintenance - concrete longer lasting, easier to repair sections by section
 3. Scheduling into September - maybe late August
 - ii. JBK - Kevin
 - i. maintenance update
 1. pruning low-hanging limbs/shrubs
 - ii. Irrigation
 1. several issues - backflow problems
 2. rebuilt a few - all are passes
 3. next year will be harder - new laws changed
 - iii. Quince Way / Mineral and Philips - irrigation issues were discussed

III Homeowner Forum

- Homeowner 1
 - Discussed mailing delays and potential impact with dues deposits
- Homeowner 2
 - Missing part of paver wall around her house
 - This is being looked into by the board
- Homeowner 3
 - Replacement bollards are too bright and needs to be shielded or dimmed
- Homeowner 4

- Agrees with bollard light brought up by prior homeowner
- Close gates at courts
 - The tennis lockbox not working right
 - Tennis committee will send reminder to team captains
- Noted that golf carts are driving on open space
- Brought up ACC communications - mailbox vs email
- Painting comment
 - Felt that April walkarounds are too early and painting at that time of the year is challenging.
 - Board will remind residents leading up to walkarounds to submit pain requests if those are planned

IV Committee Reports

- A. Communication/Website
 - a. Nono
- B. Tennis Committee
 - a. Options for divider curtains were provided
 - i. One option was \$13K
 - ii. Game set match - 6K for curtains
 - 1. This could be phased in
 - iii. Spring was windy, new screens are likely needed for next year
 - iv. Need new trashcans
 - v. Pole guards on basketball courts are down
 - b. hydraulic gates not shutting - Rowcal is checking on this
- C. Clubhouse Committee
 - a. Consider higher fees?
 - b. A resident volunteered to check in on clubhouse after rentals
- D. Social Committee
 - a. Several events upcoming
- E. Pool Committee
 - a. New sail was installed
 - b. getting quotes for pool resurfacing
- F. Landscape Committee
 - a. Clubhouse landscaping
 - i. Expected completion in coming weeks
 - b. Benches should be replaced/repaired
 - c. Other Items
 - i. Retaining Walls
 - ii. Bridges on middle walkway
 - d. Potential community event - fix and trim median landscaping
- G. ACC
 - a. approved landscaping, roofs, etc...
- H. Swim Team
 - a. Prepping for championships

- b. Swim Blocks - would like to to keep them installed all season
- I. Capital Improvements
 - a. nothing further
- J. County Line Wall
 - a. meeting with local govt - board members only

V. FINANCIAL REPORT

A. Financials Review

- Financials are moving according to budgeted expectations
- Keycard fee was increased to \$7.50 to align with the current cost per key

B. Investment Review

- Maintaining liquidity due to ongoing capital improvement projects.

C. Audit

D. Delinquencies (Executive Session)

MANAGEMENT REPORT

- 96 calls -
- 2 resales

ASSOCIATION BUSINESS

- Violations - emails v letters
 - April is because you need to paint
 - Remind people to submit ACC requests
 - Very manual system - spreadsheets and tracking
 - Emailing for small things - when possible
- Pump Room Locks were replaced
- Alleyway and Middle Walkway Replacement
 - Approved National Pavement Systems - Steve proposed/Diane seconded - all in favor
- CCIOA policies - The attorney is drafting language to comply with the policies
- New RowCal manager next month
- ACC policy review - Will assess whether changes need to be made to benefit the community

Exec Session ()

Adjourn – 7:31pm