**WILLOW CREEK ESTATES HOA**

**Board Meeting Minutes**

March 21, 2024

6:00 pm

Burnett Residence

A board meeting of the Willow Creek Estates Board of Directors, an Oregon nonprofit corporation, was called by President Tom Pierce, in Canby, Oregon.

**Willow Creek Estates (WCE) Board Directors Present:**

Tom Pierce, President

Cara Hawkins, Vice-President

Diane Burnett, Treasurer

Kim Hosford, Secretary

Ryan Buss, Communications

**Opening/Call to Order:**

President Tom Pierce called the meeting to order at 6:04 p.m.

**Approval of Agenda:**

Cara Hawkins made a motion to approve the agenda. Ryan Buss seconded the motion. Motion carried.

**Approval of January 10, 2024, Meeting Minutes:**

Diane Burnett made a motion to approve the January meeting minutes. Motion was seconded and carried by the majority of the board. Tom Pierce and Cara Hawkins were not members of the board at that time so they abstained.

**Approval of February 12, 2024, Transition Meeting Minutes:**

A motion was made to approve the February 12th transition minutes. Motion carried.

**Approval of February 22, 2024, Meeting Minutes:**

Cara Hawkins made a motion to approve the Februray 22nd board meeting minutes. Motion was seconded. Motion carried.

**Treasurer’s Report:**

Diane Burnett reported she has been working on finalizing the proposed budget.

Checking: $5,571.72 Savings: $83,925.14 Total: $89,496.86

**Architectural Committee Report and Compliance Matters:**

The board approved a tree removal request. Cara Hawkins notified the owners of the approval.

**Old Business:**

1. **Reserve Study**
   1. Tennis Court

Cara Hawkins was able to acquire three bids (Bid A, Bid B, Bid C) for repairing the tennis court. Repair includes: Power wash court surface, fix cracks, level low spots, resurface, paint lines for both tennis and picklebball, and add two rollaway nets. Discussion ensued. Bid A appeared to be the most thorough and included more layers, Bid B was comparable in price to Bid A but did not include as many layers, Bid C was the best price but did not include as many layers. The board wanted more information before confirming a contract but didn’t want to delay getting the work done. Ryan Buss made a motion to tentatively approve Bid A contingent on satisfactory answers to questions. Cara Hawkins seconded the motion. Motion passed unanimously. There is money allocated for repair of this asset in the reserve fund.

* 1. Brick Wall

The reserve study assumes the cost for a full replacement of the brick wall to be $784,026 in the year 2050-51. The reserve allowance amount is set at $200,000. The board would like the reserve fund to be used for maintaining and repairing the wall in sections, as needed, as the likelihood of the brick wall completely failing all at once is unlikely. A section of the wall was repaired, in 2017, for the approximately cost of $90,000. Discussion ensued. The brick wall reserve funding will be discussed at the annual meeting.

Diane Burnett will arrange for the board to meet with the preparer of the WCE reserve study, to review, update, and answer our questions.

* 1. Landscaping

Once the brick wall has been cleaned, we plan to rake the existing chips and barkdust where needed.

* 1. Basketball Hoop

The adjustable basketball hoop is not functioning. Replacement is needed.

**New Business:**

1. **Social Committee**

Some events to put on the calendar include: social hour at the park, garage sale, work party (tentatively April 20), and Pickleball tournament.

**Adjourn:**

A motion was made and seconded to adjourn the meeting. The meeting was adjourned at 8:09 p.m.

**Date for upcoming meeting:** The next WCE board meeting will be held at the Burnett residence on Thursday, April 18, at 6:00 p.m.

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