

Willow Run Home Owners Association

Board Meeting Minutes

December 11, 2021

Present:

Jim Wheeler, President	Clubhouse
Joe Wilkinson, Vice-President	Zoom
Gaye Jensen, Secretary	Excused
Kent Rampton, Treasurer	Clubhouse
Lane Janke, Board Member	Zoom
Blake Wride, Board Member	Excused
Dale Curtis, Board Member	Clubhouse
Alyssa Knighton, Unit 57	Clubhouse
Greg and Lonnie Kearney, Unit 59	Clubhouse
David Estum, Unit J 112	Clubhouse
Pamela Smothers, Unit J 106	Clubhouse
Adam Condie, Visitor (looking to purchase Unit 18)	Clubhouse

Welcome and Announcements

- Jim Wheeler, Willow Run HOA Board President, called the meeting to order at 1 pm.
- The minutes for the Nov 13, 2021 were approved by the Board Members and voted on via the internet prior to the December meeting.

Financial Review:

Cash flow, operating expenses, reserve account balance and receivables were all discussed, but will not be published in these minutes since they will be on the website to the public. If you have questions, please feel free to speak any member of the board.

- Kent summarized the large amounts of money that have been spent over the last few months including pool repairs, A Buildings stair replacement, A & J Building roof repairs, Covered parking roof repairs, and the tree contract.
- With the approved Annual Assessment Rate increase on Jan 1, 2022, and other cost reducing efforts, like limiting the pool and clubhouse cleaning to monthly, paying off our Town and Country loan, and the volunteer work being done, we will no longer be at a monthly deficit.
- Paying our reoccurring monthly bills with a credit card, and making one and a half percent on everything that is charged on that credit card would equate to about \$4,000 cash back to the Willow Run Annually. Paul would then only need to write 1 check to pay the credit card instead of 15 checks to various vendors. It would also allow us to have a better accounting of all expenses

Kent moved to apply for a corporate credit card on the condition that it is to be paid off every month, and not allowed to carry a balance. Joe seconded the motion. 4 votes for and 0 against. The motion passed.

- The property is divided into 7 sections. Each board member is responsible for communication and managing owner requests within their assigned sections. Today we have a self-managed structure. The forms, agreements, and applications on the willowrunstg.com website have enabled Willow Run to become a self-managed property. By moving Paul Properties from a property management role to an accounting only role, saving us around \$10,000/year. It would also eliminate a middle man in communication and allow us to get back to owners more quickly regarding their requests.

Jim moved and Kent seconded a motion to accept the new accounting only proposal put forward by Paul Properties for 2022, starting on Jan 1, 2022. 4 votes for and 0 against. The motion passed.

- 60 of the 109 owners donated to the Wall Stucco and Paint volunteer project totaling \$1,525. Exceeding the \$1,500 goal by \$25. This was due to several large owner donations. This will be enough to paint the interior of the same wall in the spring.
- The DogiPot stations around the property are locked and the keys to them to replace the bags cannot be found. We believe that Red Rock, the company that we contracted with to clean the car ports and rain gutters, may have the keys. Jim will reach out to them and retrieve the keys.

Committee Reports

- Pool Service Provider: Months ago, we talked about getting multiple bids from pool service companies. After reviewing bids and speaking with pool service providers, Red Rock Pool and Spa was a clear leader, even beating our current provider Johannsen's, on price, service. Jon Robb, the owner manages 3 other commercial properties similar to the Willow Run and was referred to Kent by a friend. He has a base rate of \$850 a month, which includes five visits a week, and it also includes one visit by Jon personally. Chemicals run approximately \$1,000/quarter and include and hoses and accessories that are required to be changed. They also include any repair under \$200 and anything over \$200 they will discuss with the board before proceeding. The company does not have a contract which means that after 3 or 6 months, if it is not working out, we can move back to Johansen's Pools.

Joe moved to have Red Rock Pool and Spa as our pool service company in 2022 instead of Johansen's. It was seconded by Lane and Jim. 4 votes for and 0 against. The motion passed.

Jim moved and Kent seconded to adjourn the meeting at 2:09 PM. 4 votes for and 0 against. The motion passed.

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Respectfully Submitted,

Gaye Jensen, Willow Run Board of Directors, Secretary