

**WILLOW CREEK TOWNHOMES ASSOCIATION  
BOARD OF DIRECTORS MEETING  
THURSDAY, APRIL 12, 2018 – 2:00 P.M.  
318 ELK AVENUE, SUITE 24, CRESTED BUTTE**

Board Members Present:     Greg Carver, Unit 3 (by phone)  
                                      Randy Sackett, Unit 5 (by phone)  
                                      Jennifer Bossard, Unit 1 (by phone)

Others Present:               Allan Kroll, Units 2 and 4 (by phone)  
                                      Rob Harper - Toad Property Management, Inc.  
                                      Jim Ruthven – Toad Property Management, Inc.

Rob called the meeting to order at 2:05 p.m.

Greg made a motion to approve the minutes of the March 7, 2018 meeting. Jennifer seconded the motion and it was unanimously approved.

Prior to the meeting the financial report for the first quarter of the year was circulated and Greg said he had several items to discuss related to the financial report.

Randy said he had attempted to pull out one of the pumps but had not been able to do it and would need Timberline Mechanical Contracting to assist with the removal of the pumps. Randy said Timberline had said they would be able to work on the float systems and switches and estimated a day for the work.

Randy said he was still working on the initial draft of a letter to Mt. Crested Butte Water & Sanitation District requesting financial assistance with costs due to shared responsibility of the line at the time the line was installed.

Randy said testing and diagnostics did not show any current problems but until the pumps were inspected, serviced and possibly replaced the driveway and landscaping restoration should not occur. Randy said he had been unable to find additional information about the lift station or utility easements and there was uncertainty if both pumps were operating correctly. Allan said a plumber named Alan of A&A Mechanical had cleaned out the pumps in 2006 or 2007 and only one pump was intended to run at a time and only when necessary which was approximately 80% of the time. It was agreed Rob would call A&A Mechanical to find out if they could assist with servicing the pumps and Randy asked to be present if a meeting was set up.

Allan questioned the charge for digging the hole and Randy said the hole was 16 feet deep and much deeper than anyone expected. Rob said approximately 100 square feet of concrete had been removed or damaged and he had received quotes of \$15 per square foot to install and finish with bricks or concrete. Rob said the estimate of \$15,000 for repairs, a special assessment of \$3,000 per unit, was probably sufficient to cover the

work. Allan asked that additional bids be obtained for the dirt work and Rob agreed to obtain those.

Allan questioned why there were no reserves to cover the emergency repairs and said in his opinion the terms of the Settlement Agreement shielded him from responsibility for any special assessments due to the lack of a sufficient reserve fund. Allan said he would send a letter to the Board in the next couple of days setting out his opinion regarding the terms of the Settlement Agreement. It was agreed, in accordance with Colorado Statute, a payment plan for the special assessment could be submitted to the Board.

Allan said he would also review Statute regarding the District's responsibility of the water line and get back to Randy and Randy said he would attempt to have a draft letter to Mt. Crested Butte Water & Sanitation ready in approximately 2 weeks.

Greg made a motion to adjourn the meeting at 2:45 p.m. Randy seconded the motion and it was unanimously approved.

---

Prepared by Rob Harper  
Toad Property Management, Inc., Manager  
of Willow Creek Townhomes Association