

**WILLOW CREEK TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, AUGUST 5, 2021 – 6:00 P.M.
VIA ZOOM**

Present via Zoom: Jennifer Bossard
Greg Carver
Randy Sackett
John Johnson
Jordan Brandenburg – Toad Property Management

Jordan called the meeting to order at 6:01 p.m. and Jordan confirmed there was a quorum with all Board members participating.

Greg made a motion to approve the July 13, 2021 meeting minutes. Randy seconded the motion and it was unanimously approved.

Jordan said the purpose of the meeting was to discuss the Unit 2 exterior stone damage caused by a Fed Ex truck. Jordan confirmed Marcus Lock had reviewed the governing documents and confirmed the Association could step back from the exterior repairs and let the owner of Unit 2 resolve the matter with Fed Ex and have the repairs completed. Jordan said it was a challenge throughout the valley at the present time to find contractors to complete repairs. It was agreed the work needed to be completed in a reasonable period of time and Jordan said the Fed Ex driver had been very cooperative and Unit 2 had filed a claim. After discussion it was suggested the repair work be completed within 60 days or the Association would schedule a contractor to complete the work prior to the start of winter. Jordan agreed to follow up with Marcus Lock to draft a document and also contact the Fed Ex driver for an update.

Jennifer resigned from the Board and Randy made a motion to appoint Jan Johnson to the Board to complete the term vacated by Jennifer. Greg seconded the motion and it was unanimously approved.

Jordan said a written response needed to be sent to Mt. Crested Butte Water & Sanitation District confirming the irrigation system had been abandoned. Jordan agreed to contact Marcus Lock to draft a simple letter to the Water District.

Greg said the Aspen tree trimming had gone well and Greg said the work looked good.

Toad had been removing weeds and mowed. Some more work, especially along the asphalt, needed to be completed and mulch added in places. Jordan agreed to consult with the landscaping crew and find out when they would next be back at Willow Creek. Kathy would meet with them if available.

Jordan said Crystal Clear would be available for window washing and Kathy suggested Monday or Wednesday. Jordan agreed to have the leaves removed from the dumpster

enclosure to allow the drain to operate. John said there was a damaged concrete curb by the side of Unit 1 which probably needed to be fixed to avoid further damage.

Greg said he would be having window glass replaced next week by CB Glass. Greg said the work was not being performed under warranty.

Jennifer was thanked for her service on the Board.

Greg made a motion to adjourn the meeting at 6:32 pm. Randy seconded the motion and it was unanimously approved.

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

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