

**WILLOW CREEK TOWNHOMES ASSOCIATION  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, JULY 11, 2018 – 7:28 P.M.  
318 ELK AVENUE, SUITE 24, CRESTED BUTTE**

Board Members Present: Randy Sackett, Unit 5

Board Member By Phone: Jennifer Bossard, Unit 1  
Greg Carver, Unit 3

Others Present: Allan Kroll, Units 2 and 4  
Rob Harper - Toad Property Management  
Jim Ruthven – Toad Property Management

Rob called the meeting to order at 7:28 p.m. and Rob confirmed adequate notice of the meeting and said there was a quorum.

Greg made a motion to approve the minutes of the meetings held on July 12, 2017, November 22, 2017, March 7, 2018 and April 12, 2018. Randy seconded the motion and it was unanimously approved.

Randy made a motion to approve the following nominations. Jennifer seconded the motion and it was unanimously approved.

President	Greg Carver
Vice President	Jennifer Bossard
Secretary/Treasurer	Randy Sackett

Greg made a motion to assess a special assessment of \$3,000 per unit for restoring the disturbed area from the sewer leak, repairing the rock wall and the finishing of the sewer lift station. Jennifer seconded the motion and it was unanimously approved.

Rob confirmed nothing would be done at the present time to change the irrigation system and everyone would continue to monitor.

Allan Kroll suggested contacting Western Wastewater Technologies in Gunnison for an additional bid.

Randy made a motion to approve the draft 2019 Budget and review the actual expenses at a January meeting and at that time consider how to build up the reserve account. Greg seconded the motion and it was unanimously approved.

Greg said it would be necessary to schedule a meeting to discuss the arrears on Units 2 and 4.

Greg, Jennifer and Rob agreed to meet with Randy on Saturday, July 14 at 5 pm to review the manual operation of the lift station pump.

Greg made a motion to adjourn the meeting at 7:47 pm. Randy seconded the motion and it was unanimously approved.

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