

Willow Trace Townhomes
Board of Directors Meeting Minutes
May 9, 2023
Via Zoom at 6:00 PM

Board members present: Bob Comfort, Karen Slicker, Vanessa Holmes, and Vicki Mobus

CPMG: Debra Vickrey, AMS, PCAM – Association Manager

Quorum of Board of Directors established. Meeting called to order at 6:04 PM. by Vanessa Holmes. Minutes were taken and transcribed by Debra Vickrey.

Minutes:

- **Motion** to approve the March 14, 2023 minutes was made by Vicki Mobus, seconded by Bob Comfort and passed unanimously.

Presidents Report: Vanessa Holmes

- Vanessa announced that the Board has withdrawn the proposal to replace the fencing with split rail.
- She spoke about the Board's efforts to start replacing landscaping requiring lots of water with more drought tolerate plantings and materials.

Homeowner Forum: 15 attendees

- Homeowners expressed their objection to the installation of a split rail fence replacing their privacy cedar fences. The Board has suspended the current proposal for fence replacements and is revisiting options and costs.
- The replacement of lighting fixtures throughout the community was discussed. Owners asked the Board to consider setting a new standard for fixtures to be replaced.
- Issues of security were raised related to the vehicles on the property and suspicious individuals seen lingering.
- There were question regarding how aggressive is the Board and management with respect to collections of delinquent accounts.

Association Manager's Report: Debra Vickrey

- Update on monthly operations.

Discussion Items:

- The Board discussed clarifying the rules regarding how many vehicles can park in the driveway and a prohibition on parking in front of the driveways.

Contract Proposals:

- The Board reviewed all the asphalt proposals. No action was taken. The Board agreed to better define the scope of work being requested and have CPMG solicit new proposals.

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- No action taken on the gutter cleaning proposals. CPMG was requested to acquire an additional bid from Roof Brokers.
- **Motion** to approve the Lawn Father landscaping proposal in the amount of \$18,430 was made by Karen Slicker, seconded by Vicki Mobus and passed unanimously.
- No action taken on the TNT sign proposal.

Financials/Legal:

- **Motion** to accept the March and April 2023 financials presented by CPMG, subject to audit, was made by Karen Slicker, seconded by Bob Comfort and passed unanimously.

Architectural Requests: None

Next Meeting: July 11, 2023

Adjournment: 7:10 PM

Board actions between meetings:

- The Board approved the architectural request from 4455 S Jebel for a patio extension previously installed without approval on a vote of 3 to 1 with Karen Slicker voting no.

Minutes approved:

<i>Vanessa J Holmes</i>	07-14-2023
_____ President	_____ Date