

# Regular, Monthly Meeting of the Board of Directors Wolf Creek Property Owners Association

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October 28, 8am 2024 – meeting held remotely

Meeting called to order at 8:02 AM by President, Jason Williams, presiding.

## **Attending:**

Directors: Jason Williams, Jim Ginn, McKenzie Johnson, Bob Rohde, Sally Eckert, Dick Metler (joined for part)

Facilities & Water System Manager: Kyle Hoffman, Kris Borgias

## **Approval of [September minutes](#)**

1. Jason called for a vote, all approved

## **Water replacement project update**

1. Bill update - extra materials to be stored and put towards next phase. Project was bigger and took longer than anticipated. Have Doug Hale involved in next phase. Loss is not at 7-10% but now have inexplicable loss in pressure.
2. Publish original plan, completion update - currently a big document, need to simplify for member consumption, and get out to members. Need a glossary of terms so all members can understand. Utility easement to be addressed, seeding to be done today or tomorrow.
3. Best guess at next phase—content and timing→publish for members.
4. Forming a communications plan - keep members abreast of what's going on during next phase.
5. Kris to fully phase out, giving responsibilities to Kyle and Doug in December.

## **Facilities Manager - Alan unable to attend meeting**

1. Report on activities, training progress. 2 factor authentication goes to Alan - Kyle and McKenzie need to work with Alan for access.
2. POC/board liaison to be the president for Kyle, Dick Nova could be an option as well.
3. Gmail address - there is currently a separate water manager email, need to replace that with a general facilities manager email.

## **Architectural Committee**

1. Chair had to drop from call - will push to next meeting.
2. Dick M working on content of Architectural checklist.
3. Russian Thistle to be discuss at some point to what the Association is obligated to do vs. what the board is responsible for.

## **Treasurer Report**

1. [Draft budget](#)
2. Discussion around draft budget and potential special assessment, cost of water line replacement project and long term plans. Decision to keep assessment the same for 2025 and create plan for the coming years.
3. Cancel American Waterworks.

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4. Potential for Kyle to offer snow removal for the Association and driveways.
5. Jim will balance the budget and send it back out to the board via email.

**Budget presentation and meeting**

1. Next meeting scheduled for December 12th 8am-10am, virtually and will be open to whole membership.

The meeting was adjourned at 9:22 AM.

Respectfully submitted,  
McKenzie Johnson, Secretary