

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

Sept 5, 2025 – meeting held remotely

Meeting started at 9:36am by President, Jason Williams, presiding.

Attending:

Directors: Jason Williams, Jim Ginn, McKenzie Johnson, Sally Eckert, Bill Bley

Additional: Jim Segaar for water system replacement project

Facilities Manager: James Conover

Water System Manager: Doug Hale

Introductions - Jason

Approval of July [meeting minutes](#)

1. Jason asked for any edits/comments - none
2. Jason called for a vote, all approved - minutes approved

Water manager report - Doug Hale

1. Not a lot going on for testing except monthly bacteria test
2. Metal and mineral test coming up
3. Efficiency and use report - 38% of water pumped unaccounted for for the year (ie, water loss). Last 3 year average was 58%
4. Chlorine readings have been below min requirement - Doug will work with James on getting this up to a normal level. Dottie has finished her testing tenure.

Water replacement project update - Jim Segaar

1. Group has met ad hoc
2.  BOD Proposal 09052025.pdf walked through document
3.  Water System Cost Estimates.pdf
4.  WCHOA Water Metering Proposal.pdf addition meters are very important in determining leaks
5.  Water Projects Est. Cash Flow.pdf
6.  2025 Engineering Work Proposal.pdf
7.  WCPOA Water System Project List.pdf
8. Looking at \$2,000 assessment per lot through 2028 to fund Projects 1 & 2 and spend up to \$53,000 on engineering work
9. Board approved a motion to initiate the \$53,000 engineering budget and work immediately
10. Board approved a motion to initiate a \$2,000 special assessment in 2026, anticipating it to carry through 2028.

Jim Segaar left the meeting at 10:21am.

Facilities Manager Report and Orientation - James Conover

1. Will propose to have some pumps rebuilt
2. Been doing a lot of drivebys - keeping an eye out for anything that stands out, leaks, ditch, tanks, pump
3. Sorting through paperwork, organizing
4. Lots of debris around which is concerning for fire

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5. Will familiarize himself with our CC&Rs
6. Jason discussed how to report out at meetings, our expectations and possibly meeting up
7. Talked over some garbage and cleaning issues and that he can use some board member garbage cans on Tuesdays

Doug Hale left the meeting at 10:35am

Architectural Committee- McKenzie

1. Updates on Funkhouser, Coopersmith/Snow projects
2. Research references for potential updates:

Pine Forest:

- CC&Rs: <https://www.pine-forest.org/covenants>
- Architectural guidelines: <https://www.pine-forest.org/architecture>
- Architectural checklist: <https://static1.squarespace.com/static/628a8e64592584625b238f2f/t/6636a3ca527431363a6a52a5/1714856907686/ApprovalForm-RequestForApproval4.pdf>
- Policies and Rules including Enforcement and fine policy: <https://www.pine-forest.org/policies>
- Policy violation form: <https://static1.squarespace.com/static/628a8e64592584625b238f2f/t/62d4b3aa212d85347ea28480/1658106794541/Enforcement-FinePolicyFormTwo.pdf>

Edelweiss:

- CC&Rs: <https://edelweissmethowvalley.org/ccrs/>
 - Architectural guidelines/docs/forms: <https://edelweissmethowvalley.org/architectural-documents-and-forms/>
 - Contruction application: <https://edelweissmethowvalley.org/wp-content/uploads/2022/08/FormC-revised-061422-changes-accepted-070622.pdf>
 - Alterations/remodel form: <https://edelweissmethowvalley.org/wp-content/uploads/2023/02/FormB-revised-061422-incl-Form-D-changes-accepted-070822.pdf>
 - New Construction form: <https://edelweissmethowvalley.org/wp-content/uploads/2023/02/FormA-revised-061422-changes-accepted-070822.pdf>
 - Enforcement and fine policy: <https://edelweissmethowvalley.org/wp-content/uploads/2023/01/ACC-Enforcement-and-Fine-Policy.pdf>
 - Policy violation form: <https://edelweissmethowvalley.org/wp-content/uploads/2022/11/Form-One.pdf>
3. Finalize policy change announcement
 4. McKenzie will make a spreadsheet and send out to the board members to fill out with projects that need to be approved

Treasurer Report - Jim Ginn

1.  WCPOA July 2025 Balance Sheet.pdf

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2.  WCPOA July 2025 PL Budget v Actual.pdf
3. Will look to find out about the association with the same name as ours
4. Move to quarterly financial reports with of course Jim reporting anything ended in between
5. James C to submit receipts to Jim G

Website - Sally Eckert

1. Website is up to date

Schedule next meeting

1. The next BOD meeting date and time was scheduled for Oct 9th at 9am to be held remotely

The meeting was adjourned at 11:10am

Respectfully submitted,
McKenzie Johnson, Secretary