

Woodridge Townhomes of Boulder  
Board Meeting  
July 12, 2021

MINUTES

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Board members present: Ryan Colby, Bryan Alders, Conor Parlo-Simon, Kevin Jute, Jessica Candelaria and Noah Duncan. A quorum is present.  
Helen Cartwright represented Creekside Community Association Management.

The Meeting was held online and called to order at 6:34 pm.

Approval of Agenda:

Conor moved to approve the agenda. Bryan seconded the motion, which passed unanimously.

Approval of Minutes:

Bryan moved to approve the minutes of the May 3, 2021 meeting. Conor seconded the motion, which passed unanimously.

Financial Statements:

At the end of June 2021, we have \$3,529.75 in the checking account and \$148,216.49 in reserve savings, which includes \$15,941.88 in the investment account.

Income is under budget for the year to date. One owner paid their dues in advance in 2020, one owner is a couple of months behind on payments and several payments were returned by the post office.

Overall expenses are normal and right on budget.

Conor moved to approve the June 2021 financial statements. Jessica seconded the motion, which passed unanimously.

Old Business:

*Roof vent covers:* Northern Colorado Pest & Wildlife have completed installation of the roof vent covers to prevent squirrels getting into the roofs.

*Staining east fence:* We will reconsider this project once we have figured out who the manager is for the neighboring community.

New Business:

*2022 Budget:* Helen presented a draft 2020 budget with a \$5 / month dues increase. There is projected to be an increase in operating expenses next year, and the additional dues will cover this as well as an increase to the reserve savings. This will ensure that we have funds to cover capital improvement projects both planned and unexpected.

Bryan moved to approve the budget as presented. Conor seconded the motion, which passed unanimously.

*Board members:* Conor and Ryan are up for re-election at the Annual Meeting. Both are willing to stay on the board. We will also open up nominations at the meeting and conduct a ballot if other owners are interested in participating.

*Bank forms:* Helen will drop off the forms to change the bank account signers with Jessica later in the week. They can be passed around to the other signers.

*Tree work:* We will add removing one of the ash trees that is in worst shape to the Augustine Trees work order, and we will ask Ed for a recommendation on what to plant to replace it, either this fall or next spring.

*Gutter Guards:* The gutters filled with leaves and debris after a summer hail storm, so we will get an updated bid to install these on the buildings. We do our best to keep branches away from the buildings, but guards will help too. An estimate from a few years ago said the cost would be around \$800 / building. We will check if there are additional maintenance costs associated with installing gutter guards.

*Foundation concern at 3002:* Helen and the homeowner are meeting with the independent engineer on Wednesday, July 14.

*Chimney Inspections:* The chimney inspections have been completed. Six chimneys need cleaning and the owners have been notified.

Homeowners Concerns / Other Business:

All items in the Manager Report have been addressed.

There were no additional homeowner concerns raised at the meeting.

Next Meeting Date:

The annual meeting will be at 6:30 pm on Wednesday August 18, 2021.

The next board meeting will be at 6:30 pm on Monday October 25, 2021.

The meeting was adjourned at 7:23 pm.