

Woodridge Townhomes of Boulder  
Board Meeting  
March 20, 2023

MINUTES

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Board members present: Sally Mier, Eric Schoeller, Sarah Castner, Ryan Colby, Bryan Alders and Kevin Jute

Owners present: Donna Seaman and Darcy Mordhurst

Helen Cartwright represented Creekside Community Association Management.

The Meeting was held online and called to order at 6:34 pm. A quorum is present.

Approval of Agenda:

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

Approval of Minutes:

Bryan moved to approve the minutes of the October 10, 2022 and the December 8, 2022 meetings. Sally seconded the motion, which passed unanimously.

Financial Statements:

As of February 2023 the Association has \$16,517.52 in the operating account and \$166,331.16 in the combined reserve accounts. Helen will check with our banker at FNBO to ensure our reserve account is getting the best interest rate possible. We are operating within our budget so far for the year.

Ryan moved to approve the February 2023 financial statements. Bryan seconded the motion, which passed unanimously.

Old Business:

*Siding repairs:* The siding repairs have been completed.

*Bank account signers:* The signers have been updated to be Bryan, Kevin & Ryan.

*East side fence area:* We will discuss improvements that can be made to this area as part of the grounds maintenance review.

*Pine tree by 3033:* The property owner at 3033 has requested that this tree is not removed. Sarah proposed that the board focuses on more pressing landscaping efforts.

*Chimney inspections:* Helen will arrange this for early summer. Sarah requested that communication around chimneys & fire safety also includes a reminder for owners to get their dryer vents cleaned. Helen will check the covenants for wording referencing owner responsibility for building damage caused by owner negligence and Sarah will draft some wording to add to the rules about this.

*Fence top board replacement:* Helen will get bids to replace all the top boards and to re-stain the patio fences. Donna has some of the stain available.

New Business:

*Insurance review:* Bryan and Helen met with our State Farm agent to review the association policy. The coverage on the policy is for \$8.143M, but also includes Guaranteed Replacement Cost coverage. Recommendations for changes to the policy are to increase the deductible to

\$25,000 (\$4139 lower premium), increase medical to \$10,000 (\$+113.75), increase outdoor property to \$100,000 (+\$509.39) and increase auxiliary structures to \$100,000 (+279.57). Eric moved to approve these recommended changes in coverage. Sally seconded the motion, which passed unanimously.

*Reserve Study Review:* We have started the review of the long range plan by getting new estimates for painting and replacing the roof. These are the most costly projects that we will have to undertake in the next few years. Painting projections are about on target to re-paint in the next 2-3 years. Roofing is underfunded so we will need to increase reserve saving to be able to fund this in 5 -10 years. We will also meet with a concrete & asphalt contractor to assess needs in this area. There may also be landscaping projects to be included in the reserve study and we will increase the line item for the insurance deductible.

Sarah mentioned that the painting contractors we spoke to both indicated that our current siding is in good shape, and that we should look to maintaining it with high quality materials for our next paint job. Helen provided figures from a local HOA that is funding a full siding replacement project to give an indication of what financial impact a similar project could have for Woodridge. We will communicate this with owners at the Annual Meeting.

*Grounds Maintenance:* Eric moved to continue working with Green Spaces as our grounds maintenance contractor for 2023. Sarah seconded the motion which passed unanimously. We will not include a spring clean up in the approved services.

Sarah suggested that we may not require weekly mowing later in the season when the grass gets dry. We can ask if that can be accommodated.

We need to have a full audit of the irrigation system to ensure that it is properly efficient so we can make the most of our seasonal water budget.

In order to strengthen the lawn, Green Spaces is recommending a one-off non-organic pre-emergent treatment which will prevent weed seeds from germinating. Darcy said that she is opposed to using non-organic weed control and recommended an application of corn gluten meal. We can also investigate other options for weed control treatments from other contractors eg. Organo Lawn. Helen will provide information on current options for pre-emergent treatments and the board will decide by email so we can get this time sensitive treatment applied.

Green Spaces has given a rough estimate of around \$20,000 to restore the rock beds and edging at the sides of the buildings. Eric suggested that the irrigation is a higher initial priority. We could also look at more tree pruning to increase sunlight to the lawn areas.

Helen will arrange an on-site meeting with Green Spaces to discuss solutions to landscaping concerns.

*Governance Policies:* Helen distributed the updated policies that all HOAs are required to have under Colorado law. Board members will review the policies over the next two weeks and vote to approve them by email.

#### Homeowners Concerns / Other Business:

Sarah noted that dog waste continues to be a problem on the property. Helen will check in with Cam about the grounds clean up she does for the association.

Following up from an incident between her tenants and Bryan's tenants, Darcy shared that Colorado statutes allow for tenants to be evicted if they are causing issues, regardless of the lease or HOA regulations. Bryan said he has taken legal advice and strengthened his lease, and has not made any decision on whether or not his tenant's lease will be renewed.

The board will consider Donna's suggestion of replacing rings of mulch under trees with ground cover plants when we meet with Green Spaces.

#### Next Meeting Date:

The next meeting will be at 6:00 pm on Monday, May 15, 2023.

The meeting was adjourned at 8:13 pm.

## Woodridge Townhomes of Boulder Insurance Review

The Woodridge insurance policy is with State Farm Insurance. The policy has Guaranteed Replacement Cost coverage, based on a \$8,143,000 replacement cost

Also includes: Outdoor property coverage of \$5,000 (for trees, landscaping etc) Auxiliary property coverage of \$23,000 (for fences, including patio fences) Medical coverage of \$5,000 Directors & Officers coverage up to \$1 million Business liability of \$1 million, plus an Umbrella policy that brings this up to \$3 million

Annual Premium | \$49,973 Deductible | \$10,000

Overall this is a good policy with sufficient coverage for your needs

Suggestions for changes:

- Increase deductible to \$25,000 | Premium lowers by \$4,391.51
- Increase medical coverage to \$10,000 (max) | + \$113.75
- Increase outdoor property coverage
  - \$10,000 | + \$27.13
  - \$50,000 | + \$240.86
  - \$100,000 | + \$509.39
- Increase auxiliary structure coverage
  - \$50,000 | + \$143.72
  - \$100,000 | + \$279.57

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- 12/8/22 Donna Seaman, 3046, made the suggestion that mulch rings under trees are replaced with plants such as vinca.
- 12/28/22 Sarah Castner, 3035, reported that there is a lot of dog waste building up in the common area. Helen checked in with Cam, who said it has been too cold to do the clean up.
- 1/9/23 Emma-Kate Lidbury, 3033, requested that the juniper behind her townhome is trimmed.
- 1/23/23 Tracey Pierce, manager of Plum Creek Village, mentioned additional damage to the fence between the properties, which has been temporarily repaired. She noted a build up of leaves in the area.
- 2/8/23 Donna Seaman requested that the patio fences are stained.
- 2/10/23 Sarah Castner suggested requesting additional lighting from the City on the west side of Fulton Circle.
- 2/15/23 Ginger Havlat, 3094, reported that an owner at Plum Creek had installed a lattice on the boundary fence. The weight has caused the fence posts to collapse. Tracey Pierce informed the owner they have to remove the lattice and repair the fence.
- 3/17/23 Emma-Kate Lidbury requested that the pine tree adjacent to her home is not removed. Her home inspection indicated no damage from the tree and it looks nice. She noted that other homes have trees similarly close to them and these are not being considered for removal.