

Woodridge Townhomes of Boulder
Minutes of the Board Meeting
October 25, 2017

The Meeting was called to Order at 6:41 pm.

Present were: Donna Seaman, John Allison, Mike Holm, Kathryn Drapeau and Bryan Alders. We have a quorum. Helen Cartwright represented Bartlett Property Management.

Approval of Agenda:

Architectural Control Committee was added to the agenda. Kathryn moved to approve the agenda with this addition. Mike seconded the motion, which passed unanimously.

Approval of Minutes:

Kathryn moved to approve the minutes of the June 19, 2017 meeting and the August 9, 2017 meeting. Mike seconded the motion, which passed unanimously.

Financial Statements:

At the end of September 2017 we had \$11,279.35 in checking and 170,889.77 in reserve savings.

We are ahead of budget on income for the year so far. Administration costs are under budget as we received a premium adjustment from State Farm. Utilities are within budget, including irrigation water, and so is maintenance. We are making regular transfer to reserves and we are \$15,000 over budget on reserve spending on the siding and painting project.

Statements are sent every month to owners who are delinquent in paying their dues. John moved to approve the September financial statements. Mike seconded the motion, which passed unanimously.

Old Business:

Painting and Siding Repair: Cal's Painting has completed the four green buildings, a total of 16 units. Next year we hope to complete the two blue buildings, the two lanyard buildings and one other 4-plex, for a total of 18 units.

The siding repairs on the buildings that have been done so far have been more extensive than originally anticipated. The average cost to repair and paint a single unit is \$3265. If we do 18 units next year, at this cost the total would be \$58,770. At this rate the entire project would cost \$163,250. The membership has approved a total expenditure of \$160,000 over three years on this project. We may need to request approval for additional funding from owners at the 2018 Annual Meeting.

We will work on improved communication with the contractor this year, so we can balance keeping homeowners informed with quick decision making to keep the project on track.

It might be a good idea to let the contractor be more generous with siding repairs in the next two buildings so that we can compare costs of replacing boards with extra caulking.

We will ask the contractor to spray paint the numbers black.

Grounds Maintenance:

The fall clean up and gutter cleaning is scheduled for November 21, weather permitting

Green Spaces have provided a bid of \$6058.00 for re-setting the rock bed edging and replacing downspout extensions. This may be a job that can be done in phases. Board members will look to see which areas are a priority for discussion at the next meeting.

Helen will get a comparison bid from Gutter It to replace the downspout extensions and/or add concrete drainage blocks.

Gutter Repairs: Gutter It have completed gutter repairs on the green and blue buildings.

Tree Trimming: Augustine Trees have completed the contracted tree pruning.

New Business:

Appointment of Officers:

Kathryn nominated Donna as President, Donna nominated Mike as Vice President and Mike nominated John as Treasurer. All nominations were seconded and passed unanimously.

Architectural Control Committee: Kathryn and Mike will be on the ACC. Kathryn will ask Fraser to continue on the committee.

2017/2018 Snow Removal: The contract with Great Outdoors Maintenance was approved by email.

Outgoing mailbox: The mail carrier does not always pick up outgoing mail from the individual mailboxes. Helen found a separate outgoing mailbox that could be attached to the mailboxes. The existing boxes has a slot for outgoing mail that is blocked up. Mike will ask the carrier if it can be unblocked.

ACC Applications: The applications from 3075 for new windows, from 3077 for a hose hanger and 3097 for a clothes line were approved by email.

Helen will get a price from Mark Flett to stain the Valmont fence and the areas that need re-staining on the patio fences.

We will ask Cal's Painting to take care of the woodpecker holes in the siding.

Homeowners Concerns:

John asked if a claim was made on the HOA insurance for damage to an individual unit, would the homeowner have to pay the deductible. Helen will check the covenants and the insurance policy.

Next Meeting Date:

The next meeting will be at 6:30 pm on Monday January 22 at 3046 Fulton Circle.

The meeting was adjourned at 8:09 pm.