



WOODBINE AT Lakewood



Winter 2018 Newsletter II

2018 WOODBINE ANNUAL HOMEOWNERS MEETING

February 22nd – 6:30 at the Clubhouse

If you can't attend, see Proxy Representation Form below the dotted line on the last page

AGENDA

1. Election or Re-election of HOA Board Members – nominees
2. Paint Contract Warrantee
3. HOA-Homeowners Landscape Program
4. Our Water/Sewer expense crisis – discussion and proposals
5. Rules and Regs: *Patio Appearance / Pet Rules / Exterior Property Maintenance*
6. Financial Overview
7. Additional homeowner comments and questions

FINAL YEAR OF OUR PAINT CONTRACT WARRANTEE

In 2016 we contracted with *Collins Brothers Painting* to paint Woodbine. This paint job was not to completely restore an almost 30-year old building to perfection, however there certainly were some shortcomings. In the summer of 2017 the paint company agreed to honor the 2-year labor warrantee that was clearly stated in our contract; they came back and touched up as many places that we could point out as possible.

We are now entering our second year and want to again take advantage of their warrantee wherever appropriate. The HOA management has begun to identify areas to be addressed, and we again request your help in identifying significant issues that need attention.



Mostly what we would like to identify are:

- **Big areas** not prepared properly before painting and hence have bubbled, flaked, or curled up
- **Large cracks** that could have been caulked properly prior to paint and were not
- **Very deteriorated** boards that the HOA missed and should have been replaced prior to painting
- **Significant overspray**, dripping or paint spills on the building areas and/or landscape
- **Lack of full coverage** on siding, trim, stairs, or doors; we have already identified several chimneys to fix

The HOA Management will soon begin a building-by-building re-inspection of the paint job. To assist us, we request that you report to the office any issues you see so we can document them for the painters. Please either e-mail photos of your concerns to woodbinehoa@cableone.net or visit the office with your report. You could also show our maintenance personnel and they could put appropriate issues on our list. **Thanks in advance for your help.**

WOODBINE COMMUNICATION:

Office Hours:

Mon.: 10-6 pm / Tues. thru Fri.: 10-2 pm

Phone: (208) 440-0132 Fax: (208) 514-0438

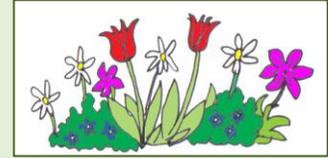
Office Email: woodbinehoa@cableone.net

Website: www.Woodbine-hoa.com



Woodbine HOA-Homeowner Landscape Program

A couple of years ago, the HOA Board agreed to consider homeowner requests for landscape upgrades if a proposal was made whereby the **homeowner would pay for the materials** (plants, trees, ground cover, etc.) and the **HOA would provide labor for planting or installation of ground cover**. This has successfully been done in a few cases so far. Homeowners might want to consult an expert before choosing planting material and location because **the HOA will not be liable for plant or tree failure**.



Proposals need:

- To be in writing and potentially include diagrams and plant names
- To state that materials will be delivered to the site, or pick-up will be added to the homeowner cost
- To have materials in harmony with the Woodbine environment; for example, there are 4 types of ground cover at Woodbine and uniformity is preferred. Wood chips are cheaper but require regular replenishment.
- To acknowledge that any sprinkler modification requirements would be at homeowner expense
- To be reasonable in scope and economics for the HOA. Large scale renovation of landscape could significantly impact the HOA budget. Homeowners can have the opportunity to pay extra for approved larger projects.
- To be done at a discretionary time for the HOA depending on the season and other priority work

Submit your proposal to the management office if you wish to participate in this program



Woodbine Water Woes – Summary of the Situation

Over the past few years one of the most significant expenses for Woodbine has been the water bill, which directly affects the sewer bill. The HOA pays for resident water usage. **Total water/sewer costs in 2017 for Woodbine were 23.7% of total operating expenses!**

A major problem has been the unpredictable main line leaks caused by aging underground pipes. Since 2013 woodbine has incurred 22 main line leaks and the repairs have cost \$52,135! After fixing numerous leaks we applied to Suez Water and Boise City Utilities (sewer) for rebates but received **only \$516.98 in credits**. We also had some of our meters evaluated for accuracy and had our sewer bills audited for correct calculations; the results presented to us was everything is proper according to utility formulas.

We have identified comparatively high usage buildings as related to the number of occupants and will begin **looking for underground leaks that are not currently obvious**. One method to start this is to have all occupants at a certain date and time refrain from using water for about half an hour. We then can check the building meter and see if it is still calculating water usage, which would indicate an outside leak maybe under the building somewhere.

Additionally, **we would like to perform water audits on individual condos to check for leaks, dripping faucets and/or showers, and running toilets and we need homeowner cooperation to do this**. We would then make recommendations if we find any water being wasted. Every dollar we save on water is a dollar we could use to maintain and upgrade our property. **Please do your part to make every drop count and conserve.**

Ways to conserve:

- Install newer toilet that uses less than 1.6 gallons per flush
- Wash only full loads of clothes and dishes
- Turn off the water while soaping hands or brushing teeth or scrubbing dishes
- Put faucet aerators on the sink faucets
- Use a low flow showerhead
- Take shorter showers – five minutes or less
- Get an Energy Star washing machine or dishwasher if you are replacing your current one



A big water guzzler: LEAKY TOILETS. Tip: add 12 drops of food coloring into the tank, and if color appears in the bowl one hour later, your toilet is leaking. **Please get this fixed asap.** Dripping faucets too! We can help at rates much cheaper than a professional plumber; just contact the management office.

Reminders of some important points from the Woodbine Rules and Regulations

The Woodbine Rules and Regulations are on the website (Woodbine-HOA.com) or available in the management office.

PATIO APPEARANCE

- ▶ “Owners and residents shall keep all areas of the premises clean, sanitary, and free from debris and garbage. Each owner shall keep his or her unit in a first-class state of preservation and cleanliness. Litter of any kind, especially cigarette butts, shall not be thrown on the ground.”
- ▶ “Only outdoor furniture, barbecues, potted plants and bicycles may be placed on patios or balconies. Canvas, plastic, or other tarps are prohibited except for custom-made covers for barbecues and other patio furniture. This includes balcony railing screens made of bamboo, wire, etc. or unapproved patio fencing. Excessive outdoor decoration must be removed upon HOA Board request.”
- ▶ “Trees, shrubs, or other vegetation shall not be removed from any common areas or limited common areas. All potted plants or furniture on patios or limited common areas shall be placed so they do not interfere with lawn or snow removal equipment.”



PET RULES ... (again!)

“No animal, other than common household pets (not to exceed two), shall be kept or maintained in any unit. Common household pets are limited to dogs, cats, birds, hamsters, fish, and turtles. Animals shall not be kept, bred, or maintained for commercial purposes.”

“All animals will be kept clean, quiet, and controlled. **Each homeowner or tenant is responsible for promptly cleaning up after his or her own animal.**”

“All animals are to be confined to residents’ unit, balcony or patio and are not permitted outside unless on a leash. No animals may be kept chained outside the unit.”

EXTERIOR PROPERTY MAINTENANCE

- ▶ While it is generally understood that your HOA dues are used to maintain the exterior of your condo, this is not always the case. Please note the following points from the **Declaration of Condominiums**, available in the Legal Documents section of the Woodbine website.

Section 8.2 “The Association shall be responsible for the maintenance and repair of exterior surfaces of Building and improvements, but only those as original construct by Declarant...”

Section 8.3 (a) Patios and porches ... the maintenance, repair, and expenses of the patios shall be the sole responsibility of the individual Owner.”

Section 8.3 (b) The air-conditioning units for Units whether or not they project over or are placed on Common Area ... shall be maintained by the respective Unit Owner.

It is assumed that prior to purchase of a Woodbine condo that an owner or their real estate agent would read and understand the *CC&R's*, *Declaration of Condominiums*, the *Bylaws* and *Woodbine Rules and Regulations* which contain the legal guidelines to live at Woodbine. Again, these all are on the website and the management office can help you retrieve them if you need assistance.

NOT INTERESTED IN ELECTRONIC COMMUNICATION?

It has come to our attention that some residents are not attuned to the internet, don't use email, or do not want to look our website. To address those few we have now installed **new flyer boxes** at each mailbox area and put **another bulletin board** outside the office. You could also request that we post mail important announcements.

WOODBINE CONDOMINIUMS PROPERTY INFORMATION

Office Address:

Woodbine HOA
3601 Gekeler Lane
Boise, ID 83706

Property Management:

Pro Management, LLC
1775 W. State Street #200
Boise, Idaho 83702

Contact Information:

Office Phone: (208) 440-0132
Emergencies only: (208) 440-0443
Office Fax: (208) 514-0438

e-mail: woodbinehoa@cableone.net HOA website: woodbine-hoa.com

Office Hours: Monday 10 am – 6 pm / Tuesday through Friday 10 am - 2 pm

Mailbox Key Information:

Main US Post Office - 770 South 13th Street, Boise ID 83708
(208) 433-4351 hours: 7:30 am – 5:30 pm

WOODBINE VOLUNTEER BOARD OF DIRECTORS: Most every Woodbine administrative issue can be handled by contacting the **onsite office manager, Renee**, during the above identified office hours. However, if there is a need or desire to communicate directly to the Woodbine HOA Board, the process to do this is identified below.

Woodbine HOA has a volunteer Board of Directors (President, Vice Presidents, Secretary, and Treasurer) that are elected annually and conduct various meetings to oversee the operation and maintenance of the property. Current board members can be found under "About Us" on the Woodbine website (Woodbine-hoa.com). There are three ways to contact the HOA Board:

1. Directly **by e-mail** to the volunteer Board at WoodbineHOABoard@gmail.com
2. Prepare a **written comment**, complaint, or inquiry with appropriate documentation if necessary, and deliver it to the Woodbine office so that it may be passed on to the Board for consideration.
3. **Request to attend** the next board meeting so that you may be given time on the agenda. Please include your topic for presentation or discussion. HOA Board meetings are usually quarterly on the last Thursday of the month, 6:30 at the clubhouse. However, these dates change occasionally due to circumstance. Please contact the office to confirm dates with your request to attend.

Finally, have you picked up a copy of our **Woodbine Owner Information Packet** which contains essential details about living at Woodbine Condominiums? If not, please stop by the office and ask for one.



Woodbine Condominium Homeowners Association

REPRESENTATION PROXY

I/We the undersigned hereby certify that I/We are the true and lawful owner(s) of condominium unit(s) at Woodbine Condominiums as identified below:

Street address/ Building # / Unit # - include all if you own more than one condo

I/We are unable to attend the Annual Association Meeting scheduled for **February 22, 2018 at 6:30 pm** and do hereby appoint _____ to speak on my/our behalf and cast my/our vote(s) for any business matters including the election of Board Members.

Owner _____ Signature _____ Date _____
Print name

Owner _____ Signature _____ Date _____
Print name

The space below can be used for comments, questions or for a specific vote at the Annual Meeting