

Woodbine HOA Board Meeting Minutes
Thursday, February 21, 2019
6:30 p.m.

Attendees: Ed Barrett, Lorraine Baird, Barbara Hatcher, Jeremy Almeida, Dana Sheffield and Michael Marchese, representing Pro Management

Meeting called to order by Ed and quorum established at 6:37 p.m.

Approve previous HOA Board Meeting Minutes of 12/6/18:

Barb made a motion for the approval of the previous HOA Board Meeting Minutes of 12/6/18 and Jeremy seconded this motion. All approved and there was no discussion.

Homeowner Issues or input if attending meeting (if any):

There was some interest expressed to Renee from a couple of homeowners to attend this meeting. No homeowners showed up with questions or concerns.

- Inquiry into ADA at Woodbine:
A homeowner has presented "vague inquires" to Renee regarding a wheel chair ramp and automated door access to the clubhouse. Presently, Renee assists this homeowner with door opening when he arrives and departs the office. Michael checked with our attorney and due to the age and the private ownership of this property The HOA is not legally bound to install either. As a courtesy to the homeowner, we will send a copy of the attorney's letter with a brief explanation of "reasonable accommodation." This means the homeowner would be responsible to have these items installed. Also, the homeowner would be responsible for the removal costs when the homeowner leaves the property.
- A renter has requested reinstatement of access to the clubhouse.
Michael will address this situation with a letter advising this renter of the HOA Boards decision to deny this request due to the number of violations involved.

- Landscape issue with homeowner in Bldg. E: The HOA Board agreed, at the last meeting, the completion of this project would be accomplished by the HOA. This homeowner did not meet their own "by the end of summer" completion date of this project. We will use the weed barrier we already have left from other projects and purchase large bark. The weed barrier will be cut around the existing dormant plants.
- Homeowner from Bldg. C Plumbing Bill: Michael shared a letter from a homeowner in Building C. This building just experienced a major "blue" pipe fracture and water leak. Michael tried to cut the costs of this very expensive repair, by having his staff dig and repair this pipe. The pipe failed on a Friday. A homeowner grew impatient and called an outside plumbing company, at weekend rates. The homeowner submitted to Pro Management, the plumbing fixture replacement costs and the plumber's bill. For good will only, the HOA Board has agreed, under protest, to pay the plumbing bill, but not the faucet replacement costs. If any other situations should arise, they will be considered and addressed on "a case by case basis."

Painting Warrantee Update: Collins Brothers Paint Company will honor their warranty. They will come out in the early spring, when the weather permits. Our exterior maintenance budget is \$5,000. Michael discussed the allocation of \$2,500 (\$500 materials and \$2,000 labor) of this budget for repairing the "worst" of the rotted wood around the property. He tries for "cutting in and patching" the new replacement boards where possible. Michaels new hire worker is a carpenter with the tools and completely competent to do this work. Weather permitting; this would be done "before" the painters arrive. A discussion of possibly completing all the necessary "rotten wood replacement" was discussed. Questions were asked if there would be extra money in the "snow removal budget" as so far this winter we have enjoyed a minimum of needed snow removal. Our 30 year old complex is in need of many rotten wood repairs. Michael and Gary will walk the property and "tag/mark" the areas of needed repair.

January 2019 Financials: These were briefly discussed and there were no questions. We briefly discussed the HOA Dues delinquencies. We are doing all that can be done to get this issue resolved. There are no further actions we can take to collect the past due amounts.

The Woodbine Water/Sewage Usage was also discussed. It was noted 29% of our annual operating budget is consumed by water/sewer costs. This will, once again, be an agenda item at our Annual HOA Meeting on Feb. 28, 2019

Water Leak Update:

- Total replacement of blue poly pipe - there have been no bids
- Replace/re-sleeve pipes from shut-off valve to water feed: Michael shared a detailed diagram he got from the City of Boise that shows the locations of the main water line locations for all of Woodbine. The re-sleeving of the failed pipes is a City Code Approved procedure." Most of the property water leaks seem to be between the main line and shut off to the building stack. All first floor condos have valves by the water heater and larger valves for the 2nd. and 3rd. floors. This option will need further investigation and discussion.
- We have 18 Main water meters with 76 shut off locations with 6 located by "blue caps."
- We did get a bid for this Main Line "re-sleeving process." This bid is \$3,900.00 for each of the 76 valves. This would be an approximate cost of \$273,000 with the possibility of a quantity discount.
- There is the consideration of a "Special 3 years Assessment" of \$50 per month, per homeowner to cover this cost.
- The HOA Board agreed to have Pro Management gather all pertinent facts, costs and information and then call a special Woodbine Homeowners Meeting to explain the concept of this "re-piping project" for consideration. There is a definite need for a major project regarding our failing pipe. This will eventually have to happen.

Other items as the HOA Board might wish to discuss: We did ask for an agenda item for the Annual HOA Meeting to once again discuss the water leak issue. It was determined this is already an agenda item for our Annual HOA Meeting.

Lorraine asked about the water usage for Building M. At one time it was a high water use building. There are only 3 active homeowners living in this building and she is concerned about an undetected leak. Michael will advise of the water usage for this building.

Barbara advised she had an interior water leak issues with her unit around her hot water heater, but personally managed it without damage. Michael also advised there is a water leak in Building U and they can't locate it. They are digging to look for it.

Ed asked for someone to attend the Lakewood Annual HOA Meeting, as Woodbine HOA now has a vote on this Board. Barbara has agreed to attend in Ed's place.

Meeting Closed at 8:22 p.m.