

Woodbine HOA Board of Directors Meeting
February 20, 2020 at 6:30 p.m.

Attendees: Michael Marchese, Ed Barrett, Barb Hatcher, David Donnelly,
Lorraine Baird, Dana Sheffield

The Meeting was opened at 6:30 p.m. We were reminded Jeremy Almeida has moved and is no longer living in Woodbine and resigned the HOA Board. We learned Cameron is moving but keeping her home as a rental.

This HOA Board meeting always takes place a week before the Woodbine HOA Annual Meeting. The Annual HOA Meeting is taking place next week on February 27, 2019 at 6:30 p.m. The 2020 Annual Meeting Agenda was discussed and approved by e-mail by all the HOA Board Members. This approved agenda was mailed to all homeowners along with a "Proxy Form."

There was a brief discussion about a new homeowner with numerous concerns. This homeowner was invited to attend this HOA Board Meeting to discuss his many concerns. The homeowner declined and advised he would attend the Annual HOA Meeting.

A question was asked about the survey from the washer/dryer replacement survey that was e-mailed. Michael advised the small return of information showed the majority of the homeowners were voting NO in regards to replacement of the commercial washer and dryers. Michael also advised his new worker, Ron, replacing Jerry, was able to fix the dryers. Ron has some experience in this area and was able to resource some parts for these older machines.

There was a brief discussion about the "dated and worn furniture and décor" in our HOA large room meeting area. At this time, we are in the midst of the re-plumbing project of the property. The furniture in the TV area is much worn and some fabric is split. A section of the TV area furniture was discarded. It was asked how often this entire area was used. It does not seem to be in high use. Due to budget constraints and with the re-landscaping of several buildings that have been re-plumbed, this "redecorating project will be a future project consideration."

A question was asked as to where we are on the replumbing project here at Woodbine. Michael advised Cloverdale is presently working on Building L. Due to a recent leak at this building; Cloverdale has already done some new water line work there. Cloverdale will work to complete L Building's new water lines by the end of next week.

Michael also mentioned we have had our requested increase to our line of credit approved by Mountain West Bank. This increase will allow us to work this project to completion, hopefully by fall of 2020. At this time, we don't think we will need to re-plumb buildings R, T & U and the HOA Office.

This is wonderful news, as this will allow us to fully eliminate the water leaks and greatly reduce our sewer charges. We were told that Building G had 6 unknown water leaks that were discovered in the replumbing of this building.

Michael advised he is working to track and compare the water usage for comparison of before the new water lines and after the buildings have gotten new water lines. He said this is a time involved project.

The landscaping needs of the newly re-plumbed buildings were discussed. The actual replanting can't begin until the irrigation is turned on which happens around the first of May. We will need Carlos to check the irrigation lines in these areas.

This year, due to NO DUES INCREASE, our HOA has dropped from putting \$4,000 a month into reserves to putting \$3,300 into our reserve account. This account has been moved to Mountain West Bank.

We briefly discussed the importance of our Reserve Account. Banks really like to see 10% of the HOA income put into reserves. Ideally, a HOA should have \$200,000 in reserves; however \$70,000 is a good safety net. A board member expressed his concerns for our HOA to maintain a "healthy reserve account."

There was a brief discussion regarding the capital expenses needed for asphalt and rain gutters projected repair in 2021-2022. A suggestion was made to consider extending the assessment to cover these needed repairs on this aging property. These will both be very large and expensive projects.

As we have enjoyed a very mild snow fall winter, a suggestion was made to perhaps move some of the snow removal budget to the landscaping. Michael mentioned the ice melt was paid for in December, on last year's budget.

A question was also asked about having to go into the units and pull carpet back, cut into the drywall for the new water connection. Michael advised that is not needed. They are now "sleeving" from the new line to the old. This procedure they are using is much easier and more cost efficient.

Michael advised so far he has been able to use the "Assessment Funds" to prepare for and set up for the removal and re-pouring of cement and asphalt with the re-plumbing. This also involves parking relocation. Michael advised, when possible, has also been using his folks to move sand. Michael's crew does not bill at the Cloverdale \$74 per hour rate. The administration costs of this project have also been taken from this Assessment Fund.

The re-planting of these newly re-plumbed buildings is considerable. Michael suggested a landscape budget of \$3,000 per building. Michael suggested we not add to our reserve account for a few months to complete the needed landscaping. A discussion took place about perhaps reducing this amount. Another consideration is the homeowners contributing a plant or plants they might like to enjoy. As an example, there is a resident here at Woodbine who planted a beautiful "plate sized" hibiscus plant.

Our HOA did have a landscape architect suggest some plants that do well in our environment. We did plant some plants and grasses around the HOA Office we really like. However, there are some we would not plant again.

Meeting Closed at 7:40 p.m.