

Woodbine HOA Board of Director's Meeting Minutes
June 18, 2020
6:30 p.m.

Attendees: Michael Marchese, Ed Barrett, Lorraine Baird, Barbara Hatcher, David Donnelly, Kris Hartung, Dana Sheffield

Call Meeting to Order - Establish a Quorum: The Meeting was called to order by Ed at 6:30 p.m. and a quorum was established. The clubhouse was set up for "social distancing" for all of us attending this meeting. We all came with our masks. We were spread out around the room.

Approve Previous Meeting Minutes from December 2019. Barb made a motion to approve the meeting minutes from December 2019. Dana seconded the motion. All voted in favor. No one disapproved. This motion so moved.

Homeowner Issues: With #189, #74 and #50 and #85 and #92

We briefly discussed homeowner #189. Since the BPD Neighborhood Contact Officer has been involved, this homeowner has remained pretty quiet.

Michael briefly discussed the cat issue with #74. He took a photo of the offending cat outside and was ready to begin the next step with Animal Control. The next step "action" with Animal Control was stalled when the "Covid Virus" sheltering in place order went into effect.

The homeowner in Unit #50 sent a letter to the website and has a concern about the "rotten support beam" on the deck above her. This "rotting support beam" can be observed from her patio. She has her unit for sale and feels the HOA should replace this support beam. The homeowner feels this beam is "structural" and is covered under our CC&R's section 8.3. It was decided to get a professional contractor's bid and assessment for replacing this beam.

We all agreed to contact our attorney. We want to know since this deck has been extended and is a "change from the original construction" does the HOA still have responsibility for this beam replacement.

We also discussed the need to contact the homeowner (#54) of the unit above #50. This is a recent new owner.

Barb mentioned a note was received by homeowner #92 and would like to serve on the HOA Board. It was discussed she can serve on the HOA Board, but the HOA Board is voted in at the Woodbine Annual HOA Meeting held in February.

There was a discussion of homeowner #85 who does not keep her dog on a leash. The dog does rush at folks barking. We asked a letter be sent to this homeowner stating the CC&R's require keeping pets on leash. If this unleashed dog situation continues, animal control will be called. This same homeowner was upset at the mess in the back patio. This building has been getting new water lines. Barb told homeowner #85 this whole area in the back of her building is a construction site and children should not be playing out there. Barb advised this whole area should be treated as a "construction zone." This area is taped off." No one should be back there, unless you are a worker.

Amenities Opening: Woodbine reopened on June 13, 2020, with some restrictions due to the Covid 19 Virus. The "guidelines" for re-opening were detailed in the Woodbine Early Summer 2020 Newsletter. Michael had some signs made and posted around the pool and clubhouse. Also, sanitation stations were placed in the pool and club house area. Using the Woodbine HOA facilities is "Use at your own risk" situation. The spa will not open, at this time, due to the removal and replacing of the energy efficient cover.

Update on Replumbing Project: Michael shared the "Woodbine Special Assessment for Plumbing Analysis-June 2020 Document." This document showed a break down of the funds spent and the remaining buildings to be replumbed. We are currently working on Building A and B to replumb the water lines. It is looking as if these two building will come in under the Cloverdale Bid. We will continue to Building C next. This building is showing very high sewer bills.

At this time, we are about \$80,000 short of the necessary funds to complete the re-plumbing of the whole complex. We are currently working on Building A and B to replumb the water lines. We will evaluate our remaining funds at the end of the next quarter. We would all like to see this entire project completed this year, if possible. Ed mentioned it will only take about 30 days to get addition funds from Mountain West Bank to complete this project. We also want to make sure Cloverdale Plumbing is in agreement, should we need to extend this project until next year.

Update on Re-landscaping: There was a brief discussion about the use of medium sized bark or river rock in the areas of the property where the re-plumbing took place. Rolls of black weed barrier have been purchased at Costco. Ed suggested we just stay with our original landscape plan in these areas. We would all like to stay focused on the "bare areas." We just want to continue with the natural look in this park setting. We would like to see simple common sense prevail in the choice of plant replacement. We have been putting about \$3,000 per month towards the repair and replanting on the property due to water line replacement. Michael told Lorraine she could pick the plants for the re-planting of the "triangle" in front of her building. This area had all the shrubs removed to fix the water lines. Due to sheltering in place, there have been many e-mail conversations exchanged with the HOA Board and Michael about the grass, plants and ground cover for re-landscaping.

May 2020 Financials: Questions or Discussion

There was a brief discussion and review. These financials are posted on the HOA Website.

Special Assessment Receipts and Disbursements:

Michael shared a document that showed the monthly history of receipts and disbursements of this project from September 2019 through May 2020.

Utility Audit Progress: A twelve page Water/Sewer Usage document was shared. It is a building by building accounting of each buildings water/sewer usage from 1/19/19 thru 6/20/20. Savings are starting to show on the buildings that have the water lines replaced. Each building is billed by Suez Water individually. This report is showing extremely high water/sewer usage for Building C. Michael is suggesting this be the next building to get new water lines. Everyone is in agreement with this recommendation.

Other Items as the HOA Board Might Wish to Discuss: David mentioned an e-mail Kris sent and offered to help establish a Mission Statement and the Goals for our HOA. Michael asked for David and Kris to please work together to put together ideas and suggestions that would work for Woodbine. These recommendations can then be submitted to the HOA Board for discussion, approval and implementation.

Meeting Adjourned at 8:23 p.m.