

Woodbine HOA Board of Director's Meeting
August 27, 2020
6:30 p.m.

Attendees: Michael Marchese, Lorraine Baird, Barbara Hatcher, David Donnelly, Kris Hartung and Dana Sheffield (Ed Bartlett is home with severe back pain)

Call Meeting to order and establish a quorum:

- Michael called the meeting to order at 6:31 p.m. and a quorum was established.

Approve previous HOA Meeting Minutes from June 18, 2020:

It was discussed the meeting minutes are submitted to all by e-mail for any changes, additions or deletions. Barb made a motion to approve the HOA Board Meeting Minutes from June 18, 2020. Dana seconded this motion. All were in favor and none were opposed. It is so moved the HOA Board Meeting Minutes from June 18, 2020 are approved.

Homeowner Issues If Any:

Photos were shared of various homeowners with "patio privacy violations." Homeowner #189 was discussed. We would like to have a "standard" established where homeowners could have a privacy "fence or structure" to enclose their patio. There are also more balcony violations that were not included in the photo document.

It is suggested we start with a letter to offer alternatives to our homeowners "with patio privacy violations." We feel the "patio privacy issue" needs to be addressed or others will break the rules. We do have these rules in place to preserve our property value and also for the property to be consistent and uniform.

For the ground level units, we feel a "dog fence is reasonable." We also feel we should have a standard, so the patio's looks uniform. It was discussed having a fence for the lower units. This is also a budget issue. We would like to start with those who have a need for a fence first. We need to be fair to all our homeowners but the fences all need to be the same.

We discussed giving all the homeowners with "patio privacy violations" a "heads-up" notification and then take action in the spring. Michael advised he will compose the letter to send out notices with the rules and regulations enclosed, asking the homeowners to "please abide." We won't enforce until after the Covid and plumbing are resolved. We will send a "polite notice" and advise at the next board meeting. We would like a patio fencing that can become the "standard for our HOA." We spent 40 minutes discussing this patio fencing issue.

We also discussed Homeowner #74 with the cat issue. Michael advised he did see the window open and the cat outside the building and took a photo of the cat outdoors. This homeowner advised they are down to one cat. Michael has asked Randi to send a "violation" notice again to this homeowner. This notice is delayed with the Covid "shelter in place order."

We did also discuss Homeowner #85 with a consistently "un-leashed dog." This homeowner has gotten violations and photos have been taken with this dog consistently off leash. Per our HOA Rules and Regulations, we are to the point of issuing a fine. This homeowner can appeal to the HOA Board. We will give this homeowner a schedule of fines. It was agreed, we will get "firmer" with these violations.

Pool Closing--Mid-September According to Weather:

- Fitness center to remain open / Spa remains closed
- Clubhouse by appointment only (10 or less)
- Newsletter will announce

We discussed the recent fire in Bldg. N. In the upstairs a computer caught fire. There was lots of smoke damage inside. The building outside the upstairs window has smoke damage and will need to be repainted. It was advised the renovation company came to the unit the next day. The windows are all black inside. The repair and damage is the responsibility of the homeowner.

Update on Replumbing Project:

- A / B / D (half) / F / G / H / I / J / K / L / M / N done
- Half of D / E / and C to finish

Michael advised he sends a letter each month to Mountain West Bank showing our progress. Each month he comments it looks as if we will need more money to complete this project. We are paying "interest only" of \$1,000 per month, right now and until the end of the year. We will soon be paying about \$9,000 a month when our loan amortizes. Mountain West is no longer a credit line. It became a loan when we increased our credit line to \$450,000. In February all of our collections for this special assessment will go to a principal and interest payment. We started this project 11 months ago. We are now collecting about \$8,700 per month.

We discussed the mature shrubs that were "cut back" in front of Bldg. D. Michael advised he had them cut back to try to save on additional landscape costs. We will do what we can to save them, but if necessary for the replumbing, they can be removed.

The replumbing of Building E has been decided.

We discussed the water/sewer usage in Bldg. C and how Suez water calculates the rate.

We will meet again to discuss and decide on the replumbing of Building C. The water lines in this building will be very difficult to get to, with so much underground wiring and cabling.

Michael advised we will begin the replumbing of Bldg. E in September. We discussed postponing the replumbing of Bldg. C and E until next spring and going to Mountain West for more money to complete this project. We all discussed how important it will be to complete all the buildings, from beginning to end, by the end of this year.

David made a motion to use our reserves to pay for the replumbing of Building of Bldg. E and we will continue to add to our reserves once the re-landscaping is complete. Barb seconded this motion. All voted in favor and none were opposed.

Update on Re-landscaping:

- Bark and shrubs $\frac{3}{4}$ done/ waiting for D to be finished to see what will be needed

May 2020 Financials - Questions or discussion:

Michael shared this document and we discussed. The Monthly Financials are always posted on our website. Michael discussed the past due HOA dues and the great effort on Randi's part to collect a substantial amount in the past week. This greatly reduced our delinquency.

Special Assessment receipts and disbursements:

Michael shared this document and we discussed the replumbing progress and the cost to date. The collection process of delinquent dues was discussed. If the homeowner is 3 plus months delinquent, a formal notice was sent notifying that we will be placing a lien on their condo. This means the homeowner will not be able to sell or refinance without the past due special assessment paid in full. The courts have just opened up again so the filing has taken place.

Utility Audit Progress:

The Utility Audit document was shared and discussed. We are showing a substantial reduction in our water/sewer costs.

Other items as the Board might wish to discuss:

David made a motion to adjourn. Barb seconded the motion.

Meeting Closed at 8:32 p.m.