

June 21, 2018

**Called to Order:**

The meeting was called to order at 5:36 pm. Board members present were Susan Scott, Dan Sollee, Lynn Ostler, Susie Nulty and Jeanine Colburn. Steve Kouri from BSR was present.  
Bob Jones, the newly Board-appointed landscape director was present.

**Approval of Prior Meeting Minutes:** The May 2018 minutes were approved as amended.

**Treasurer's Report:** See completed report online.

**Action Items from last month:**

1. Attorney selection. Aaron Goodlock with Orten, Cavanaugh and Holmes will be the new consulting attorney for Woodbridge Townhomes HOA. We would like him to review, consolidate and update our current bylaws, rules and amendments in 2019. We will ask him to submit a cost proposal for this service in advance.

**New Items:**

1. During a special interim meeting the Board appointed Bob Jones to be the landscape director. He volunteered for this position as he has special knowledge and background in this area. He will be responsible for services related to mowing, irrigation, snow removal and any other requested jobs. He will not be required to attend regular board meetings. Dan Sollee will be the Board liaison for Bob and for Bear Claw. Bob reminded us that irrigation is dependent on weather as is the need for snow removal. Costs will necessarily increase or decrease. Two watering zones never go on at the same time due to the need for water pressure. The current watering plan is designed to help drive the roots deeper. Some of the watering cycles occur twice in one day for maximum depth. Since mowing and aerating can damage our sprinkler system, we want to make sure Bear Claw will accept responsibility for replacing items they damage. Bob will talk to them.
2. Lynn has been overseeing the xeriscape project and will continue to work with Earl who has been laying down the rocks, plants and drip systems. She will coordinate with Bob for irrigation. Lynn is still overseeing most activities related to the buildings, the water falls, the pavement and roads at this time.
3. Landscaping issues. There was a problem with the sprinkler system at unit 89 and it is now corrected and the sunken grass area will be corrected. Bob will look at unit 87 tree limbs which are of concern to the homeowner. Unit 34 has new wood mulch which the owners put in and it still looks nice. The Board will wait until next year to put rock down on that unit. Unit 34 also has voles behind the house and pest control will be contacted (Froggies).
4. Some of the board members thought the cost of the most recent proposal for two more xeriscape plans was higher than expected and are wondering if more area will be rocked than expected or if labor costs have risen. Lynn and Susan and possibly Bob will meet in person with Earl for clarification.
5. Mountain High proposal---Approved for tree trimming and removal as well planting a few new trees. Work to be done June 21 and 22, 2018.
6. List of all contractors. Steve needs to have a list of all contractors used by Woodbridge Townhomes. Their credentials and insurance will be reviewed by BSR as part of their policy.
7. Painting needs. The entire community was painted in 2015 following a hail storm. Most exterior painting is expected to last 10 years. It is hard to find someone who will just do touchup. Steve has a couple of suggestions and will ask them to have a look at our needs.
8. Addendum Bear Claw---Now that Bear Claw is taking over responsibility for irrigation, an addendum to the contract has been added. The Board hopes for decreased mowing costs in the future due to our xeriscape project. We are also hoping to reduce the need for sprinkler checks as the season progresses.
9. A spotlight on the tree behind unit 91 is currently broken. The Board will request that Earl extends the rock area around the spotlight to prevent damage from mowing and other lawn related activities.
10. Taxes---tax return is done and reviewed. Signed and mailed.

11. Unit 28 ACC request for radon removal installation approved and completed, Brownie to paint the vent.
12. Dan suggested we beautify the old 'hot tub' rock area where the children play and make it safer. This is the elevated rocky area on the south side of the central common area. The Board recommends consultation from a landscaper and possibly a landscape architect to determine feasibility and potential cost prior to consideration. Discussion included creating connecting pathways between the flat areas and possibly including some playground features. The Board wants to be certain the area is safe and that it does not detract from the current atmosphere and beauty of our community. The Board will seek homeowner review, participation and prior approval if it is determined that it may be a feasible project.

Old Business:

1. The dues increase notice was reviewed and approved. Will be mailed next week.
2. The tree that will be planted between units 23 and 25 will need a drip system added.
3. Unit 51 has put in a new garage door as approved by the ACC.
4. The concrete contractor will be contacted to repair some of the driveways this year. Dan will coordinate this effort.

**Adjournment:** The meeting was adjourned at 7:38 pm. The next Board meeting will be on July 26 at 5pm at Dan's house Unit 93.

Respectfully submitted,

Jeanine Colburn