

**WOODBIDGE TOWNHOME  
OWNER'S ASSOCIATION, INC**

— MANAGED BY —  
**Courtney & Courtney**

6265 Lehman Dr.  
Colorado Springs, CO 80918  
Phone: (719) **260-8216** FAX: (719) **494-1219**  
e-mail: [mike.clark@courtneyandcourtney.com](mailto:mike.clark@courtneyandcourtney.com)

Board Meeting Minutes  
December 18, 2008

**Call to Order**

The monthly meeting of the BOD was called to order by at 5:33pm by Rob Alleger. Cliff Benson, Bob Jones, Helene Knapp and Susie Nulty were present from the Board. The aforementioned constituted a quorum. Mike Clark was present representing Courtney & Courtney.

**Executive session**

There was a 15 minute discussion regarding legal, financial and homeowner issues.

**Landscaping**

Chad from Well-Groomed and homeowners Sam Giamarvo, Sally Metzger and Jerry Bruning attended the meeting for discussion of the Landscaping work for the past and coming year. A number of options were reviewed regarding plans for next year as well as coordinating communications regarding snow removal and other work. Sally Metzger asked if the 2009 landscape activities will be budget driven as it was the case in 2008. The Board indicated that all area of the budget will be considered depending on needs. Chad was thanked for his work in 2008. Chad and Sally left the meeting. Helene Knapp and Jerry Bruning will co-chair the Landscaping committee.

**Pond Work**

David Finch and Chris Hess from H2O, plus Steve Broom and Pat Riley from the filter equipment supply house joined the meeting that included a sample of the equipment similar to that in the recent H2O bid for new filtering and skimming of the pond. An explanation of how this system would work was presented. Temperature issues were discussed. This work could begin after the irrigation system is turned on in the spring. The Board decided that they will review the materials and discuss the funding of this project at the January Board meeting.

**Approval of Prior Meeting Minutes**

The November Meeting minutes were reviewed and accepted.

**President's Report**

The securing of insurance to cover owner-volunteers has been put in-place with Cigna. A new building code requires window well ladders to be installed if the depth of the well exceeds 44". Owners who request ACC permission to replace their existing wells will be affected by this new requirement. Rob found the ladders to be currently available from White Cap Supply (264-0995) for approximately \$40. Rob has asked Mike from C&C to compare the Woodbridge board interaction and participation with other home owner associations including expenditure authorization and decision-making.

## **Treasurer's Report**

Report follows. Bob summarized that Woodbridge is a bit over budget but overall in a good financial situation.

## **Committee Reports**

### **Architectural Control Committee (ACC)**

No current requests received. Cliff is working on a spread sheet with all requests his committee has processed.

### **Maintenance Committee**

The new trash recycling program will be mentioned in the newsletter and the website and is outlined by Waste Management as follows:

Introducing Single Stream Recycling No more sorting.

Everything in one Bin.

Acceptable items:

Corrugated Cardboard (flattened cut into 2ft by 2ft pieces)

Office Paper

Magazines

Junk Mail

Envelopes

Phone Books

Paperboard

Brown Paper Bags

Newspapers and all Inserts

Plastic Containers #1-7

Glass Bottles and Jars

Aluminum Cans and Foil

Steel and Tin Cans

Empty Aerosol Cans

You can continue to use the recycling tubs you currently have, or you can purchase a new 96 gallon totter. Customer Service: 719-632-8877

Mike was asked to check on the roof/chimney work needed on unit #99.

## **Property Manager's Report**

Snow removal payment discussed. Rob will call Chad in the future to request snow removal. Request by homeowner Wayne Smith regarding insulation was approved.

At Rob's request, for future planning purposes, the predicted maintenance/reserve study done by John Foss or a prior Board will be reviewed.

Reminder that the new monthly payment amount is \$265 starting January 2009.

## **Old Business**

The newsletter is now posted on the web site. A new meeting schedule will also be added. Sam asked about the sign-entry lights and the Board reported having obtained a quote for replacement earlier this year of \$500 and it was determined to delay that expenditure. We will revisit that in the spring.

## **New Business**

Rob inquired about the existence of a Long Range Plan for the Association. As there was nothing current, he asked that the BOD commit to preparing such a document by the end of the current Board's term.

Following a discussion about the regulation(s) pertaining to the exteriors of windows, Rob asked that Cliff and the ACC review existing regulations and consider any possible changes, as there is already a lack of rigid uniformity.

It was agreed to have “interior” walks cleared during the Holidays should it be necessary.

**Adjournment**

Cliff moved to adjourn the meeting; Rob seconded, and it unanimously passed to adjourn the meeting at 8:32PM.

The January meeting will be Thursday the 15th at #26 WB at 5:30pm.

Respectfully submitted,

Susie Nulty