

August 23, 2018

**On August 6, 2018 Woodbridge Townhomes experienced a severe hailstorm and extensive damage.** This required the Board to take immediate action for clean-up and an emergency interim Board meeting took place on August 9, 2018. Debris clean-up took more than 2 days and gutter clean-up was done separately. Premier Roofing did an initial check of the damage and reported extensive roof, gutter and siding damage even though the roofs were recently replaced in 2014. Once the claim is filed we will know the specifics of what will be covered by insurance. Homeowners are advised to take photos and keep receipts for any repairs or replacements they have done in case these repairs are covered by insurance.

**Interview:** Representatives from Premier Roofing---Ryan Reilly, Alex Parra. Ryan inspected the area after the storm and documented 20+ hits per square, indicating a need for full roof replacement. This company specializes in repair services to multi-family communities and has been in business since 2005. A representative from Premier will review damage with the insurance adjuster and will likely take one to two weeks to review the entire community. The scope of work needed will be the focus of the inspection. Insurance can take as much as 3 to 6 months to settle but Premier will push to get started before winter. They are concerned about leaks and will take necessary steps to protect homes prior to beginning work. In addition to roofs, this company will also repair/replace hail-damaged siding and gutters and work will be done in phases, possibly taking 8 to 12 weeks total. Premier keeps two of their own people on site whenever work is being done. The company vets and trains all of their subcontractors and Vivax Pros is their preferred painting company. Workman's comp is covered by Premier and each subcontractor. They work around weather conditions and typically can work through December. They will present a timeline and pre-construction meetings once they have all of the necessary approvals.

**Called to Order:**

The meeting was called to order at 5:45 pm. Board members present were Susan Scott, Dan Sollee, Bob Jones, Susie Nulty and Jeanine Colburn. Steve Kouri from BSR was present.

Susie Nulty moved, Dan seconded and the Board voted to approve Premier Roofing to provide needed hail damage repairs.

BSR Communities has a trained project manager to oversee major services to their townhome communities. This service includes oversight of the hail damage repair project as part of their regular service to Woodbridge Townhomes. Steve Kouri reports that several other communities managed by BSR have used Premier Roofing and that this is a reputable company.

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

**Treasurer's Report:** See completed financial report online. From this point forward financials and check registers will be sent to the entire Board. Steve will be responsible for sending the balance sheet, income statement and treasurer's report to Sam for posting online. Invoices will be sent to the entire Board and the treasurer will be responsible for fielding questions from the Board and communicating with BSR.

**Action Items from last month:**

1. Plans for regular maintenance to some home exteriors have been put on hold due to hail damage of August 6 and pending response from insurance adjuster.
2. Concrete maintenance ---Board members met with a concrete company representative and looked at maintenance needs for driveways, sidewalks and curbs. Proposal for repairs was provided by Groninger Concrete. Susie Nulty moved, Jeanine seconded, and the Board voted to approve completion of recommended concrete repairs to driveways and sidewalks.

**New Items:**

1. The Annual HOA meeting is scheduled for September 19, 2018 at 6:00 pm at Broadmoor Community Church. The proposed annual meeting agenda was reviewed and discussed.
  - a. There will be planned reports from president and committees
  - b. The only planned vote will be election of new Board members. Ballots will be provided at the meeting.
  - c. Meeting etiquette: time limit per speaker from the floor will be 3 minutes, speak in a respectful manner, if president determines that the meeting has become unruly, there will be a 5 minute recess of the Board.
  - d. 2018 accomplishments (President's comments). Reviewed and discussed for inclusion in meeting
2. Lynn Ostler resigned her position on the Board effective 8/13/2018. The Board would like to thank Lynn for her dedicated service to the HOA and is grateful that she plans to continue service to the HOA through participation on the ACC committee and oversight of the waterfall area.
3. Board approved appointment of Bob Jones to fill term vacated by Lynn Ostler. This term lasts through December 2019. Bob has also accepted the position of treasurer.
4. HOA insurance includes a deductible which is covered by individual homeowner's HO6 property insurance. Steve is preparing a letter to homeowners which will explain this requirement once we receive HOA insurance adjuster information regarding the hail storm damage.
5. Solar outside lighting in Woodbridge is not as effective as it should be. It is weak and often runs out of power before morning. Good lighting is important for the safety and security of our community. Steve will investigate other options and cost.
6. Woodbridge needs to replace some railroad tie retaining walls that are beginning to deteriorate and cause drainage problems. Some of the homes have concrete walls which replaced previously deteriorating railroad ties. The Board would like to have consistency in landscaping, so prefers to duplicate the concrete walls. Bob will ask Earl if he can provide a temporary solution to poor drainage on some properties while we are looking for a contractor for this project.

**Old Business:**

1. Tall Timbers proposal not yet received for removal of 3 dead trees and several dead branches.
2. Susan Scott spoke to Glen from Country Club of Colorado (CCC) regarding culvert drainage behind units 10 – 32. This appears to be a city storm water issue and it would be helpful to have CCC join Woodbridge HOA to request city correction of the problem. Bob Jones will meet with Glen at CCC to discuss.
3. Deck repairs including leaning deck railings and sinking of the common deck in center area. Unit 99 deck railing is leaning too far for resident comfort. Dan is searching for a contractor for correction of the problem.

**Adjournment:** The meeting was adjourned at 7:21 pm. The next Board meeting will be on September at 19, 2018 at 5:00 pm at Broadmoor Community Church.

Respectfully submitted,

Jeanine Colburn