

WOODBIDGE TOWNHOME OWNER'S ASSOCIATION, INC

c/o BSR Communities
A Division of Bennett-Shellenberger Realty, Inc
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Annual Homeowner Meeting Minutes

Broadmoor Community Church
315 Lake Avenue
September 17, 2020 at 6:00

1. Call to Order:

The meeting was called to order at 6:05 pm. Board members present were Susan Scott, Dan Sollee, Bob Jones, Susie Nulty and Jeanine Colburn. Steve Kouri from BSR was present.

2. **Proxy and Quorum Certification:** Steve Kouri verified that a quorum was present. There were 22 members in attendance and 7 members by proxy. Some members were present in person and some were present virtually due to COVID 19.

3. **Proof of Meeting Notice:** The meeting notice was mailed and emailed by BSR to all owners within the required guidelines. Meeting was duly called on September 1, 2020.

4. **Introductions:** Board President **Susan Scott** introduced members of the HOA Board as follows:

Vice President: **Dan Sollee**

Secretary: **Jeanine Colburn**

Treasurer: **Bob Jones**

Member-at-large: **Susie Nulty**

The following HOA members were also thanked for their service to the community:

Sam Giamarvo for his service in managing the HOA website

Sally Metzger for her past and hopefully future service in planning our HOA social gatherings

Brigitte Foss for caring for the Woodbridge flower beds

5. **Approval of 2019 Annual Meeting Minutes:** The 2019 amended annual meeting minutes were ratified and approved.

6. President's Report:

a. Thank you to the Board for their relentless dedication and service to the community.

b. This year's accomplishments

i. Updated governing documents. This year the HOA approved the updated Woodbridge HOA Articles of Incorporation, Covenants and Bylaws so that they are aligned with current Colorado statutes (the Colorado Common Interest Ownership Act and the Colorado Revised Nonprofit Corporation Act) which include rules that protect townhome owners and associations. They are available for review on the HOA website.

ii. All outside yard lighting has been repaired

iii. Broadmoor Information and Security (BIS) is a security service that has been retained as a deterrent to crime in our area

iv. All vent caps have been replaced

v. Landscape repairs are an ongoing concern and have continued this year.

- vi. Tree trimming is an ongoing concern and is in process this month
- vii. Concrete repairs are in progress this month
- viii. The 2018 hail damage claim has everyone frustrated. We are making progress, but it is a long process. Once we know our budget, we will offer two siding options for members to vote on: Hardy board and stucco.
- ix. 2020 hail damage is being surveyed and once we make a formal claim, homeowners will be sent a form to submit to their HO-6 insurance companies to cover the cost of the deductible for the HOA insurance claim.

7. Treasurer's Report and Presentation of 2021 Budget: See complete report on the Woodbridge Homeowner's website.

- a. Of note, there will be a \$10 increase in HOA monthly dues. This is primarily because the premium for the HOA property insurance is going up substantially. Additionally, trash and irrigation costs are increasing.
 - i. A reminder to homeowners, your HO6 policy should have at least \$16,000 to \$20,000 coverage---- there is a Colorado addendum to our policy---so everyone must pay a 5% deductible toward insurance claims. Make sure your insurance company is aware of the Colorado addendum.
 - ii. A copy of the new insurance policy has been posted on the HOA website for your review and to share with your HO-6 insurance company.
- b. Sewer scoping was delayed due to COVID-19 and will be done next year. The plumber will need to go into each home and scope the sewer all the way out to the Colorado Springs pipes. This allows the HOA to be proactive and hopefully prevent a costly break in our sewer pipes.
- c. Street resealing will be done in 2022.
- d. We are trying to build the amount of reserves to about \$250,000 to \$300,000 to cover any unexpected catastrophic costs.

Question: Why are landscaping costs going down for next year? The \$10 increase in dues for next year does not sufficiently cover the increased costs to the HOA. As a result, we plan to put optional costs such as the xeriscaping plans and other landscaping projects on hold for the upcoming year.

8. Election of Board Member: Jeanine Colburn was elected by acclamation.

9. Other reports;

- a. **Architectural Control Committee (ACC)**---A reminder that if homeowners wish to make any changes or improvements to the exterior of your residence, you must submit a request with an explanation of changes to the ACC. ACC Request Forms can be found on the HOA website. You should submit requests to Steve Kouri via mail or email and he will forward your request to the committee for review.
- b. **Landscaping and maintenance**----the waterfall pump had to be replaced and lights were added this year.
- c. **Raccoons** have been discovered in our community and a trapper has been retained to gather them up. He has been trapping them and once they have all been gathered, they will be moved to a location about 30 miles away.
- d. **The security company (BIS)** is driving through our community 3 times a day. Any resident can call them if he or she sees anything of concern. 719-661-0719
- e. **Beware of speeding.** Remember we don't have sidewalks and residents may not hear or see your automobile.
- f. **Fire mitigation**---our neighborhood (Broadmoor) is at high risk for fire. Dan met with the fire department and walked through the neighborhood to learn what we can do to earn a certificate for fire safety. He was told what areas need trimming. Getting a fire mitigation certificate can save homeowners money on insurance and property taxes if we meet all of the criteria and guidelines. "Firewise USA" is another program that can help protect our community and save money. Keep in mind that our current siding is all wood and highly flammable. Hopefully our siding replacement will be less flammable. The Board will also talk to someone at the golf course about their grass and dead trees. Volunteers are welcome to help clear out the dead wood and put it in piles for chipping. Contact Dan for information.

10. Discussion and open forum:

- a. *A homeowner asked for an update regarding money that has already been paid by the insurance company for hail damage.* An initial payment was received but it is not enough to cover the entire project. In fact, a large portion of it was used to pay the balance owed on roofing. The scope of damage has been agreed upon and we are currently waiting for the appraisal of the full amount needed so that we know our budget for the rest of the repairs required. A public adjuster is representing our HOA and is being paid from part of the money that would otherwise go to Premier for their services. All of these costs are considered to be part of the insurance claim.
- b. *Do we have to use Premier and the public adjuster for the new claim for the 2020 hail damage?* The Board determined that it is in the best interest of the HOA to retain the same companies and participants for the new claim, especially since the 2018 claim is not yet settled. Additionally, we have the same insurance company for both claims. This will hopefully prevent any struggles in responsibility and will hopefully expedite the second claim to repair new damages along with the 2018 damages. We have a firm contract with Premier to be the general contractor for the entire project and to oversee work that is done in all areas. They have expressed confidence in the final outcome of both settlements with the assistance of Chris Wilson from Pivot Adjusters. The Board is confident in the skills and services provided by Premier and Pivot Adjusters. A reminder that the Insurance Company is responsible for the delays.
- c. *Are we paying too much for the roof repairs?* Repair and replacement of Woodbridge Townhome roofs as well as all damages fall under a 'commercial' rather than a 'residential' category. Roof repairs to multiple units at one time are more costly than re-roofing an individual dwelling. Costs so far have included permits, roofs, gutters, some windows, skylights, and awnings.
- d. *Homeowner said her chimney cap needs to be replaced. She is surprised that the chimney cap was not replaced as part of roofing replacement. She believes it was missed by the adjusters.* A reminder that the insurance adjusters are only looking for hail damage, not wear and tear. Homeowner concerns were noted and will be addressed as part of maintenance if not due to hail damage.
- e. *Homeowner is concerned that hail damaged windows need replacement soon due to 2020 hail storm. Wants to know how this is covered.* Newly damaged windows will be replaced under the new claim. If a homeowner cannot wait for the settlement, he or she should take pictures of damage, replace the windows and send the receipt to Steve Kouri. Steve will forward the receipt to Premier so the homeowner can be reimbursed.
- f. *Does Pinnacle glass subcontract with Premier for appraising new window damage?* YES
- g. *Do we have to wait for damaged window screens to be repaired and replaced or can we do it ourselves if needed?* Yes. Take pictures, replace, take pictures, give Steve Kouri receipts
- h. *Homeowner is concerned that expected cement repairs have not been completed.* The cement company had delays and plans to begin completing projects next week.
- i. *Can we get a different insurance company?* The Board would like to wait until the damages are completely repaired from both claims and everything is paid before considering another insurance company. Other than the considerable delay in settling the 2018 claim, this insurance company has been noted to be fair with premium costs and plans. The Board will look at all options once these claims are completed.
- j. *Where are we in the process?* All we know is where we are now and what we have done so far. We do not know what is next. We have been told that settlement is very close, but are unsure what this means. The scope of the damage has been agreed to and is currently under appraisal for costs.
- k. John Foss thanked the Board and Steve Kouri for all of the hard work.

11. A reminder that Monthly Board Meeting minutes, Financial Reports and Annual Meeting minutes can be found on the HOA website: <https://www.woodbridgetownhomes.com/>

Adjournment: The meeting was adjourned at 7:22 pm. The next Annual Meeting is planned for September 2021.

Respectfully submitted,
Jeanine Colburn