

## **Board Meeting Minutes**

August 20, 2020

### **Called to Order:**

The online meeting was called to order at 4:02 pm. Board members present were Susan Scott, Dan Sollee, Bob Jones, Susie Nulty and Jeanine Colburn. Steve Kouri from BSR was present. Visiting Homeowners: Sam Giamarvo and Jackie Duff were present.

**Homeowner's forum:** Will the settlement cover the siding? **Yes.** We have heard talk about Stucco vs another siding. Will there will be a presentation to homeowners to allow a vote? **Yes.** Will there be a project manager for the entire project? **Yes.** **Premier Roofing has oversight of the entire project. Although they will not be doing replacements outside of roofing, they will provide a project manager with siding expertise to oversee the rest of the project.**

### **Special Meetings and Events Prior to Today's Meeting:**

**July 31, 2020, Special Meeting:** The Board set up a meeting to get clarification regarding the relationship between Woodbridge, Pivot Adjusters and Premier Roofing. Now that insurance money is finally beginning to arrive, payments for services need to be clearly identified, delineated and related to established contracts. Premier Roofing is responsible for oversight of completion of the entire hail damage repair and replacement project, regardless of who actually does the work. Pivot Adjusters is responsible for attainment of sufficient funds to complete the entire project.

**August 5, 2020:** Another damaging hail storm occurred today which caused more damage to the already damaged Woodbridge Townhomes. This is almost exactly 2 years since the last damaging hail storm.

**August 6, 2020:** The Board met with Joshua Wolden from Premier Roofing. The Board updated him on our research, interviews with companies and interest in a siding replacement that is hardier than our current cedar and redwood siding. The Board presented some special concerns of our buildings including the tight placement of some utility equipment. The Board also heard Joshua's views on certain types of sidings. New hail damage is currently being assessed.

**August 8, 2020:** The Board met to discuss next steps for what to do after the most recent hail storm. We have arranged for clean up of debris, clean-out of gutters. Homeowners should take pictures and notify Steve of any new damage. We have been advised by Premier Roofing that the new damage to the roof is significant and the tiles will need to be replaced. We are waiting for the insurance adjuster to assess the damage. We will likely need to file a new claim for the HOA so that homeowners can file a new HO-6 claim with their individual homeowner insurance to help cover the cost of repairs. The new claim will not include damage that has not yet been repaired from the previous hail storm claim. Additional damage to windows, gutters, light fixtures, etc. should be evaluated. Once this is done then damage to awnings and other new claims can be made. The Board agrees that Premier Roofing is a good company and since we are still working with them for repairs from the previous storm, we should hire them for repairs from this newest storm as well.

**August 14, 2020:** The Board and Steve Kouri met with Joshua Wolden from Premier Roofing and Chris Wilson from Pivot Adjusters. Joshua presented a comparison of Hardy Board which is cement-based and Smart Lap LP boards which are a conglomerate of clued chip board. Discussion revolved around the various siding options including stucco. Joshua reported that replacing the siding with the current cedar and redwood siding may not be feasible due to availability. He also reported that future window replacements will affect the cosmetic appearance of the stucco over time. The Board agreed that the HOA should be presented with the choices to include Hardy Board and Stucco with pros and cons included. Chris advised us that there is a good chance the new claim will be expedited to allow completion of repairs and replacements for all damage at the same time. The team involved with the new claim will be the same people as are involved with the claim from August 2018.

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

**Treasurer's Report:** See completed treasurer's report and financial statement online.

### **New Items:**

- 1 **Dues Assessment 2021:** Increases to service costs and a significant insurance cost increase will require a modest increase to next year's monthly fee. Once the Board meets with the insurance representative, a firm amount will be announced.
- 2 **Arborist.** Sav-A-Tree has submitted a plan for pruning and removal/replacement of trees. Work is scheduled to begin on August 25, 2020.

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

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- 3 **Concrete repairs:** Groninger Concrete has been selected to take care of needed concrete repairs. Expected period of service will be in September. We will get a two-week advance notice to prepare residents.
- 4 **Nomination Committee and upcoming Board election:** Elections at the upcoming Annual meeting will include one Board of Directors position for a 3-year term. The Board consists of 5 members who are elected on a rotating basis at each Annual Meeting. The year of term end for each member is posted on the Woodbridge Townhomes website ([www.woodbridgetownhomes.com](http://www.woodbridgetownhomes.com)). The candidate receiving the largest number of votes will be elected. Additional information regarding Board of Directors responsibilities, qualifications and elections may be found in the HOA Bylaws. If any homeowner would like to be included on the ballot or if you would like to nominate someone to run for a Board position, please contact the Nomination Committee chair Dan Sollee. One person has agreed to be on the ballot so far.
- 5 **Email blast:** There is confusion and concern regarding the new hail storm and a new damage claim. Recent email blasts seem to have raised more questions. The insurance company has not yet sent a representative out to assess the damage, so cost and the extent of damage has not yet been confirmed. Residents have reported newly broken and damaged windows, light fixtures and other damage in addition to roof damage. Insurance deductibles have increased from 2% to 5% of property value across Colorado. Luckily, townhome owners have HO-6 policies that will cover their share of the deductible cost. Woodbridge Townhome owners were told of this increase last year and should have notified their HO-6 carrier. Once the extent of damage is determined with an estimated cost, homeowners will be sent a letter to use for activation of their HO-6 policy. This will not be optional as all Woodbridge homeowners share the cost of community damage and repairs. The Board is working on a new email blast to attempt to clarify this information.
- 6 **ACC REPORT:** An awning installation at unit 14 was approved and owner notified. A deck was permitted for unit 20, but the contractor won't be able to start until next spring. Unit 95 will be installing an air conditioner next week.
- 7 **Sprinkler system:** Homeowners are reporting concerns around miss-directed sprinkler heads and under-watering in spots. Bob and Dan will follow up on various concerns.
- 8 **Siding concerns:** Dan met with Premier representative, Clay Malin, regarding some missing boards on siding that may lead to damage after rain. As the contractor for the hail damage claim, Premier is responsible for any damage that may occur as a result of siding that has not yet been repaired.
- 9 **Weeding:** The weeding company came out and cleared weeds from the rock wall and common area.
- 10 **Water fall:** A new pump has been installed in the common area water fall. The pump will need to be removed during winter for warranty.

**Old Business:**

1. **Annual Meeting:** Residents will have an option to attend the Annual Meeting in person. They will need to sign up in advance and masks will be required per state guidelines. The meeting is currently set for September 17, 2020 at 6:00 pm at Broadmoor Valley Church. There will be a large screen to include members who want to attend virtually. Some members of the Board will participate virtually and some in person. The Board plans to have a test session in the church on a day prior to the meeting to iron out any glitches.
2. **Sewer line scoping.** Delayed until the social distancing recommendation is lifted. The contractor has been notified and is prepared to do the job when it is no longer considered risky to allow workers into our homes for non-emergency work. The Board now expects this will be delayed until 2021.
3. **Security.** Susan has researched and contacted Broadmoor Information and Security (BIS) to learn what services they provide and whether this would be a reasonable option for security services for Woodbridge Townhomes. The Board had several questions and Susan has not yet received responses on costs and certain services.
4. **The Board is not meeting in person due to the Colorado social distancing order.** HOA members who would like to sit in on the next regular Board meeting should contact Steve and will be invited to 'join' the next online Board meeting at the designated time.

**Adjournment:** The meeting was adjourned at 4:55 pm. The next formal Board meeting will be the Annual Meeting scheduled for September 17, 2020 at 6:00 pm at Broadmoor Valley Church and online through Zoom invitation.

Respectfully submitted, Jeanine Colburn