



Woodridge Townhomes Homeowners' Association

A Board meeting of the Board of Directors of the Woodridge Townhomes Homeowners Association was held on October 20th, 2022, at the Property Professionals Annex office located at 111 East 3rd Street in Rifle and via ZOOM.

Present from the Board of Directors: Kim Douglass (President), VACANT (Vice President/Treasurer), and Val Eagle (Secretary) and Andy Hawes (Board member).

Present from Property Professionals Association Manager: Laura Brown

Homeowners present: None

Call to Order:

The meeting was called to order at 4:10 pm by Kim Douglass.

Quorum:

With 3/4 board members present, a quorum was established.

Approval Action Items:

- A motion was made by Val Eagle to approve the prior Board meeting minutes held on 2/17/22 as written. Seconded by Kim Douglass. Unanimously passed.
- A motion was made by Val Eagle to approve the agenda as presented. Seconded by Kim Douglass. Unanimously passed.

Management Update

- Management Contract – Proposed agreement beginning 1/1/2023 presented to the Board of Directors for review. Management fees remained the same.
 - The Board of Directors would like additional time to review the contract prior to signing.
- Maintenance: Exterior siding issues were noted by management during the last several inspections and will need to be addressed in the Spring.
- Gutter cleaning and repair is needed. Management would like to use the remaining Maintenance and Repair budget to perform the work.
- Chimney cleaning and inspections were completed in 2019 and the Chimney Doctor recommended that all chimney and stove units are deemed unsafe and notices to owners were provided, along with copies of the inspection reports. Estimates for repair/replacement requested. The Board would like a second opinion and updates estimates to provide ownership.

New Business

- Kim Douglass reports vehicle break-ins in the neighborhood and would like to see the installation of parking lot lighting. Discussion on solar lights, 9 feet vs. 15 feet pole. She presented the Board with an estimate for 4 solar lights with 15 feet poles at ~\$250/piece.



- A motion was made by Val Eagle to purchase and install 4 lights with poles, not to exceed \$1000. Seconded by Andy Hawes. Unanimously passed.
- Two units have an unacceptable amount of personal items stored outside their unit. Management will send courtesy notices and follow-up.
- Kim Douglass wanted to discuss the minor foundation issues that may become an issue in the next few years for the Building Two. Management will begin reaching out to foundation repair companies to begin gathering bids to present to the Board to gain some additional instruction and direction for future budgeting and reserve planning.

Adjournment

There being no further business to come before this meeting, it was motioned by Kim Douglass to adjourn at 4:58 PM. Andy Hawes seconded the motion. Adjourned.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals