

# WOODY CREEK HOMEOWNERS ASSOCIATION

Meeting Minutes of May 11, 2021

## Attendees:

1. President
2. Vice President
3. Secretary

Called to order @ 6:42pm

## Secretary's Report:

- April meeting minutes, no questions
- Correspondence from residents received:
  - 5220 #6 insurance request, directed to website
  - Vandalized mailbox alert from residents
  - 5270 #9 questions on policies for Altitude Law
  - 5280 #2 question about groundskeeping
  - 5210 #5 question about replacement of garage door
- Note for Newsletter: keep including spring cleaning items; looking forward to the annual meeting, please consider if you would like to run on the board

*President makes motion to accept secretary's report; Vice President seconds, all accept.*

## Treasurer Report:

Treasurer report from 6/19/21

Profit & Loss in the black

Checking account balance: 5/16/2021      \$24,543.39

Money Market balance: 5/16/2021      \$82,164.05

## Bills paid since last meeting:

Altitude Community Law    \$619.08	City of Arvada      5/6/21    \$509.10, \$613.16, \$565.86, \$452.34, \$545.07, \$709.41, \$439.44, \$208.99
Waste Management    5/6/21    \$824.91	Xcel
Bookkeeping-1 <sup>st</sup> week of the month Virtue LLC              5/1/21    \$500.00	State Farm Insurance      \$3262.00
Ground Maintenance	Rocky Mountain Snow removal and Landscaping 3/31/21 \$780.00
Duty Free Pets      5/6/21    \$108.34	Pinnacol Assurance    5/6/21    \$592.00

**Water bill:** See water analysis report; on target and normal; we were on the lookout for a sprinkler break from year before but there was no leak so good news

## Property for Sale:

None

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## **Homeowners in Arrears:**

5220 #3 2nd Notice

5270 #2 1st Notice

5210 #8 Agreement made, no payment since March 26

5230 #4 3rd Notice

5260 #9 3rd In review for foreclosure / Follow up with Altitude-add assessment fees and late fees

## **Rental Percentage is at 17%**

## **Correspondence:**

Not reported

*Secretary makes motion to accept the treasurers report; President seconds; all accept.*

## **Additional Correspondence:**

- President –
  - 5220 #6 insurance request, directed to website
  - Vandalized mailbox alert from residents
  - 5270 #9 questions on policies for Altitude Law
  - 5280 #2 question about groundskeeping
  - 5210 #5 question about replacement of garage door
  - 5270 #1 question about garbage bin, parking
- Vice President –
  - Resident Ahn Doa discussion about mailboxes

*President motions to accept additional correspondence; Vice President seconds; all accept.*

## **Old Business**

- Email issue –
  - Windows 360 change over; \$5 per account per month (\$300/year)
  - **VOTE:** All in favor of upgrade, move forward with Windows 360 upgrade
  - Deadline within 2-4 weeks
- Watering and minor groundskeeping hire –
  - Have candidate, need to do background check
  - Share with Sarah on approach
  - **VOTE:** All in favor to move forward with background check
- Grounds keeping –
  - Alpine Winds \$1,135/month, on par (no snow)
  - MB&J \$1,200/month, on par (no snow)
  - **VOTE:** All in favor of Alpine Winds if David approves of contract
- Concrete –
  - Review bids received and discuss at next meeting
  - Brickwork: Will happen with concrete upgrades

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- Hit & Run at 5220 –
  - Police report must be picked up at records office
  - Brick damage will be addressed with brick/concrete work
  - 5220 #1 discussing with her insurance who will speak with our insurance
  - Joan to follow up with Reilly for an update
- Special Policy Meeting Recap with Altitude Law –
  - 2 CIOAA policies review, special meeting –
    - **VOTE:** in favor of passing and finalizing Investment of the Reserve Fund and Reserve Study Policy
    - Finalize and post on website
    - Share final with Gary
  - MOVE IN / MOVE OUT POLICY – HOA should discuss this at a future meeting and possibly put into action
  - Virtual meeting policy – look into putting into action
  - Further questions for David:
    - Is there any power the HOA can take over renters when homeowners aren't engaged
  - CONDUCT OF MEETINGS POLICY – There is an agenda at every annual meeting that must be followed, no open floor until open forum; monthly meetings
  - COLLECTION POLICY – 90 days at 12% is extremely lenient, we should consider 45 days
- Community Reach Out –
  - In July - Stevie and possibly Joan to go door to door: get contact information, introduce the board, discuss positions opening up in fall
- Pet charge –
  - Checked with Altitude = HOA allowed charge up to \$15 monthly per pet outdoor cats and dogs
  - Every dog and cat owner would be charged, cannot discriminate
  - Table to discuss at future meeting – bring up at August annual meeting to discuss with homeowners
- Crawl space issue – (put in newsletter)
  - 5220, 5230, 5250, 5270 all possibly have crawl spaces that are open to other units
  - Recommend owners in buildings lock access door to their crawl spaces
  - President discussed with HVAC company who told her this is normal
- Snow removal bill –
  - Payment pending

*President motions to accept old business; Secretary seconds; all accept.*

## **New Business**

- 5210 Tree removal and new tree – Alpine Winds

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- Future meetings –
  - Continue Zoom virtual meetings
  - Skip July meeting
  - Host August meeting in person at 5210 #1

*President motions to accept old business; Vice President seconds; all accept.*

## **Open Forum**

- 5230 #7 – siding coming off, get quotes and have HOA pay for it

**Next meeting** is set for Tuesday, June 22 at 6:30pm

**Meeting adjourned at 8:04pm: Motioned, seconded and passed.**