

**WOODBRIIDGE INN CONDOMINIUM ASSOCIATION  
BOARD OF MANAGERS MEETING  
December 17, 2019**

**I. CALL TO ORDER**

The Woodbridge Condominium Association Board of Managers Meeting was called to order by Jamie Lewis at 6:02 p.m. in the Basic Property Management office.

Board Members Participating (\*via teleconference) Were:

Jamie Lewis, President, #301

Wayne McCorkle, #302\*

Kris Ann Knish, #208\*

Bill McCall, #106\* (joined at 6:30 p.m.)

Representing Basic Property Management were Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

With three Board members participating, a quorum was confirmed.

**II. RATIFY EMAIL VOTES TAKEN DURING THE LAST QUARTER**

*A. Approved Draft of 2020 Budget*

**Motion:** Wayne McCorkle moved to ratify the vote to approve the 2020 Budget. Kris Ann Knish seconded and the motion carried unanimously.

*B. Policy Revisions*

**Motion:** Wayne McCorkle moved to ratify the vote to approve the Policy Revisions. Kris Ann Knish seconded and the motion carried unanimously.

**III. UNIT ISSUES**

*A. Unit 213 Door Replacement Without Board Approval*

The unit owner replaced the back patio door in November without Board approval. The door frame is white and does not match any of the other frames. The owner was charged for disposal of the old doors, which were left at the dumpster. Other issues are mini blinds between the window panes and the door is a slider rather than hinged. The Board agreed the attorney should be asked to provide an opinion regarding the actions to be taken. There is also a storage shed on the back deck. **Action Item:** Jamie Lewis will inform the owner that the Board is resolving some issues.

**IV. NEW BUSINESS**

*A. Painting Discussion*

Three bids were received. Dominguez has painted the building the last several times. His bid was about \$9,000 higher but he does a good job. Bids were also received from Allman and Summit Painting. The Board agreed not to change the paint color. The Board agreed to have the contract reviewed by the attorney.

**Motion:** Bill McCall moved to accept the bid from Dominguez to paint both buildings next summer. Wayne McCorkle seconded and the motion carried.

*B. Structural Engineer/Architect*

The engineer should look at the railings, outside steps on west building and decks. Based on the cost for the Lake Forest renovation project, the cost could be in the neighborhood of \$30,000 per unit for a similar scope of work. Pricing should be obtained for the railings, walkways and back decks. Jamie Lewis noted that the focus should be safety, not cosmetics. This project will be discussed at the Annual Meeting. Once the engineer has provided an assessment, the projects could be phased based on priority. At the Annual Meeting, owners with relevant expertise will be asked to volunteer to help with this project.

*C. Warnings and Fines for Violations*

The Board discussed the importance of uniform enforcement of the rules and policies. There should be clarification of how enforcement will be addressed when there are significant intervals between the first and subsequent warnings issued.

*D. Rental Units*

The Town of Frisco currently only has 2 units registered with Short Term Rental Licenses at Woodbridge. This could be incorrect since a board member has an STR unit license which was not counted in the 2 registered units. The County hotline can only be used to report violations for short-term rentals units. Issues with long-term rentals should be reported to the unit's owner or rental management company.

*E. Board Email Responses*

Jamie Lewis said when a board member responds to emails sent to the website using the generic Board email address, all other Board members should be receiving a copy. This has not been occurring.

**Action Item:** Jamie Lewis will follow up with Richard Garcia.

*F. Unit 305 Complaints*

The owner of Unit 305 complained about the alignment of her parking space. She claimed the lines were changed. Jason Blarjeske confirmed that the lines were not changed. She also reported that an adjacent unit was infested with mice or rats and asked that the unit owner pay for extermination in her unit. It was confirmed that this is not an Association responsibility.

**V. ADJOURNMENT**

**Motion:** Wayne McCorkle moved to adjourn at 7:38 p.m. Bill McCall seconded and the motion carried.

Approved By:         Jamie Lewis                                 Date:         January 5, 2020          
Board Member Signature