

**WOODBRIIDGE INN CONDOMINIUM ASSOCIATION  
BOARD OF MANAGERS MEETING  
June 4, 2020**

**I. CALL TO ORDER**

The Woodbridge Condominium Association Board of Managers Meeting was called to order by Jamie Lewis at 6:06 p.m. via teleconference

Board Members Participating Were:

Jamie Lewis, President, #301

Kris Ann Knish, #208

Wayne McCorkle, Vice President, #302

Bill McCall, #106

Representing Basic Property Management were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources transcribed the minutes from recording.

With four Board members participating, a quorum was confirmed.

**II. NEW BUSINESS**

*A. Short Term Rental Guidelines*

Jamie Lewis said the County has eased the restriction on short-term rentals. Signage has been added at the top and bottom of the stairwells with guidelines related to social distancing and wearing of masks. It was noted that at the time these restrictions are public health ordinances and are recommendations, not a legal requirement. Addendum: Since the meeting these have been made legal requirements by the state.

*B. Move Alpine Reserve Account to Alliance Bank*

Moving the funds to Alliance Bank would improve the interest yield. Alliance Bank caters to HOA banking needs. The Association already has an established Operating account with Alliance.

**Motion:** Bill McCall moved to transfer the Reserve funds from Alpine Bank to Alliance Bank. Wayne McCorkle seconded and the motion carried.

*C. Unit 213 Back Balcony Door*

It is not clear if the owner has replaced the door. The owner is not responding to emails. The owner will be asked to provide documentation. If the owner does not comply, a fine will be issued and additional fines levied every two weeks until there is compliance or the owner provides an acceptable explanation of why the work cannot be done.

**Action Item:** Gary Nicholds will determine how many attempts have been made to contact the owner and if any fines have been levied.

*D. Recycle/Trash Enclosures*

There is ongoing unauthorized use of the dumpsters and occasional bear activity. Jamie Lewis suggested building a bear-proof enclosure with a key-coded side door and a garage door on the front. Kris Ann Knish thought increasing the height of the sides would resolve

the main problems. Eric Nicholds said he has had success at another property with an enclosure with a garage door with a punch code lock and an open topped dumpster.

*E. Tolin Boiler Contract*

Attorney Fred Sprouse reviewed and revised the standard Tolin contract.

**Motion:** Wayne McCorkle moved to have BPM send the contract as revised by attorney Fred Sprouse to Tolin. Bill McCall seconded and the motion carried.

*F. Criterium Contract*

The vendor will come to the property to do an analysis and create a proposal. They charge \$150/hour plus \$75/hour for travel.

**Action Item:** Jamie Lewis will contact the vendor to request an estimate of the total cost.

**Motion:** Bill McCall moved to approve the expense for Criterium to provide a report. Wayne McCorkle seconded and the motion carried.

*G. Mark Gee Meeting*

Mark Gee was on site to inspect the property. Jamie Lewis assumed he would provide a bid for a report but he indicated the report was already in the process. He charges by the hour and will produce a report.

*H. Gas Line to West Building*

There is a gas line to the West building that sags in the middle. It should be shored up to the deck above, tightened if necessary and the area closed up.

**Action Item:** Eric Nicholds will find a plumber to do the work. The plumber will be asked to check for any gas leaks.

*I. Dominguez Contract*

Jamie Lewis said the contract will be signed with the changes that have been suggested by the lawyer and board members. Dominguez has also been asked to provide a bid for painting the garage, landscape timbers, sign posts and lamp posts.

### III. OTHER BUSINESS

*A. Dog Restrictions*

Bill McCall stated that there continues to be a problem with dogs urinating on the building and along the walkways and owners not picking up after them. The Board can regulate dogs in common spaces such as parking lots but a Declaration change is needed to ban animals inside units. A poll taken in 2018 showed there was not enough support from homeowners to change the Declarations to disallow pets. So pets could technically be allowed in units but not allowed to be on Woodbridge decks, parking lots, garages or grounds. This would be an untenable solution. Additionally, a regulation allowing only owners but not guests to have dogs is not a possibility because we cannot have different rules for owners and rental guests. Violations of pet regulations can be reported to the BPM/Board and fines issued. Pet violations also be reported to the County short-term rental hotline as well. The town keeps a record of issues with each short-term rental and their licenses can be revoked. Unit numbers for the dogs would be needed when reporting to either entity.

B. *Woodpeckers*

Bill McCall noted that the woodpecker holes in the siding should be plugged before the building is painted. Mountain Pest control can not plug woodpecker holes until all the babies are out so they will do it after the painters have finished painting.

**IV. ADJOURNMENT**

**Motion:** Bill McCall moved to adjourn at 7:28 p.m. Kris Ann Knish seconded and the motion carried.

Approved By:     *Jamie Lewis*     Date:     7/27/2020      
Board Member Signature