

2023 Woodbridge Homeowners Annual Meeting



1. Role call/Certifying proxies
2. Proof of Notice/Quorum



3. Zoom meeting procedures



DISCLAIMER for recording this Zoom meeting

Surveillance and privacy laws place an onus on anyone who wants to record a meeting to seek the informed consent of the participants. Neither Basic Property Management nor the Woodbridge Board of Managers consents for recordings of this meeting to be made in any form. Video or audio recording (including taping, recording, photographing, screen capture and other methods of capture) by participants is prohibited.

3. Zoom meeting procedures

1. Homeowners will be muted by the meeting host except for the comment period or for questions. Homeowner comments may appear in the meeting minutes.
2. If you have questions specific to your unit, email BPM/Board of Managers. This meeting is not the time to discuss specific unit problems.
3. No person will be permitted to speak for more than two (2) minutes on any subject.
4. No subject shall be discussed more than fifteen (15) minutes.
5. Votes will be held by asking for the “nays”
6. Homeowners can make motions or second them by raising your hand. The meeting host will unmute you.
7. When you are unmuted, state your name and your unit before speaking

4. Approval of 2022 Annual meeting minutes



**MEETING
MINUTES**

5A. Board Comments – Bill McCall

RULES AND REGULATIONS

Frequent Flyers

- Dogs
- Parking
- Trash
- Noise

Owner Responsibility

- Inform guests and contractors of Woodbridge Rules before arrival
- Owner is responsible for their guests

5B. Board Comments – Bill McCall

HEALTH AND SAFETY VIOLATIONS

| <u>Fines for Discrete Violations</u> | <u>Fine Amount</u> |
|--------------------------------------|--------------------|
| First Violation | \$200.00 |
| Second Violation | \$500.00 |
| Third & Subsequent Violations | \$1,000.00 |

WOODBIDGE INN CONDOMINIUM ASSOCIATION (WbICA) RULES AND REGULATIONS

Owners are responsible for their guests, tenants, contractors and other services associated with their unit

A. PARKING

1. Automobiles need to be licensed and operable – permission from the board is required for vehicles parked over 30 days. Automobiles may not be stored on the property.
2. Vehicle length limit is 18.5 feet in both covered and open spaces. No vehicle should block the safe passage through the parking areas.
3. Vehicles can be up to ¾ ton. Vehicles over ¾ ton may not park in the Woodbridge parking lots or garages.
4. 1 vehicle per space. The only exception would be 2 motorcycles in one space.
5. Assigned garage spaces may only be used by the labeled unit. Other unit's spaces may not be used even if empty at the time parking is needed.
6. No trailers, motor homes, campers, boats, semi-tractor trailers, motorcycles on trailers, jet skis, ATV's, snow mobiles or similar vehicles, are allowed on Woodbridge Inn Property.

B. BUILDING AND GROUNDS

7. Clubhouse hours of operation are 8:00 AM – 10:00 PM.
8. No offensive noise, smell or bright lighting should be emitted from a unit.
9. Quiet hours are observed between 10:00 PM and 8:00 AM. Sounds should never be unreasonably loud or annoying.
10. No external sound system, TV or speakers are allowed on the decks.
11. Satellite dishes or antennas are not permitted.
12. There is no storage allowed on porches, patios, deck, stairwells, walkways, garages, parking lot and driveways. All areas need to be kept in a safe and sanitary condition; no garbage, fire hazards, health risks or unsightly objects are allowed in these areas. Walkways across the front of the building must be kept clear at all times.
13. Garbage and recycling need to be immediately disposed of in the dumpster; it must not sit on decks or patios or in garages at any time. Boxes must be broken down before being placed in the dumpsters.
14. No immoral, improper, offensive or unlawful use shall be permitted in a unit.
15. Seasonal decorations are allowed for less than 30 days.

C. PETS

16. Two household pets can be held per unit.
17. Habitual barking, yelping or howling is a nuisance and is not permitted.
18. Clean up after and leash your dogs (Frisco Ordinance). Dogs must be walked away from the building.

D. UNIT MAINTENANCE AND IMPROVEMENTS

19. Interior home improvements must abide by city code, and exterior changes need permission of the Board of Managers. It is suggested that changes to the interior be done by licensed, insured workmen. Problems arising from units, such as water leaks, that cause damage to surrounding units, are the responsibility of the homeowner of the unit where the malfunction occurred. Interior changes requiring a connection to existing systems (water, electricity) requires property management to notify building residents about system shutdowns and must be coordinated through them.
20. Exterior changes require board approval and must match the general color scheme (outside walls, windows, doors, and frames) as well as the style of doors, windows and building. A description, in lay language, is required, so the board can determine whether the exterior changes match the current exterior features. Include current pictures of the outside of your unit of the areas where the change is proposed, as well as pictures or diagrams of the changes you want to make. Include an impact statement of the changes to the building. The Board does not need the *contract* for the work unless it describes or pictures the actual work to be done. Board approval is for the physical appearance of the work, not the contract. Allow a minimum of 20 days for approval.
21. Construction trailers and equipment may not be on grounds or buildings without prior written Board approval displayed on/in the equipment. Equipment should only be on decks from 8:00 AM to 6:00 PM Monday – Friday.
22. Construction work inside or outside the units must only be undertaken between the hours of 8:00 AM and 6:00 PM Monday to Friday without prior written Board approval, so as to contain noise and disturbance to residents.
23. Allowed signs are the Woodbridge Inn Property Sign, Property Management and Notification Signs, Real Estate "For Sale" and "For Rent" Signs (need to be less than 5 square feet).
24. Owners need to maintain their units in a habitable state and are responsible for repairs within their units and for any damage to surrounding units if a malfunction (such as a water leak) originating from their unit damages other units.
25. Owners are responsible for damage to common elements caused by negligence of their tenants and occupants.
26. All Guidelines for Trash and Recycling must be observed. Owners will be charged for remediation of items incorrectly left on the grounds. Current Trash and Recycling guidelines are available on <http://woodbridgeinn.org/>

E. ADMINISTRATIVE

27. Owners must furnish the Woodbridge Inn Home Owners Association property manager with a valid mailing address.
28. Violations of Rules, Regulations, Bylaws and Declarations will be subject to the WbICA Notice and Hearing and Enforcement Policy and Procedures.
29. Fines and Lien Proceedings are as outlined in the "WbICA Owners Collection Policy" and "Notice and Hearing and Enforcement Policy and Procedures".
30. An owner's right to vote may be suspended if the owner does not comply with the WbICA documents.
31. All valid laws, ordinances, and regulations of all governmental bodies having jurisdiction shall be observed.

No Waiver of Rights: Failure by the Association to enforce any provision of these Regulations shall in no event be deemed to be a waiver of the right to do so thereafter. Thank you very much for your understanding and supporting the cooperative purpose for which our Homeowners Association was built. The Board of Managers – January 2021

Woodbridge Webpage

Woodbridge Inn Condominium Association

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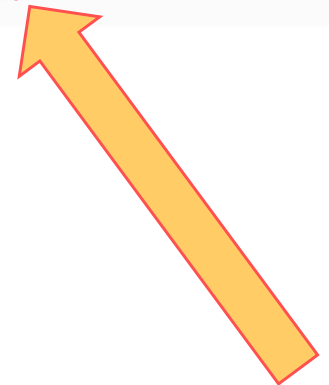
Documents

This Document page lists our Articles of Incorporation, Bylaws, Declarations, Original building maps, and Rules.

Click on the blue button for a list of all the documents with their dates of creation.

Contents of Documents

- [Articles of Incorporation](#)
 - [Amendment to Articles for Name Change](#)
- [By-Laws of Woodbridge Condominium Association](#)
 - [Amendment To Bylaws of Woodbridge Condominium Association](#)
- [Declaration for Woodbridge Condominium Association](#)
 - [Easement Grant](#)
 - [1st Amendment to Declarations](#)
 - [2nd Amendment to Declarations](#)
 - [1st Supplemental Declaration](#)
 - [2nd Supplemental Declaration](#)
 - [3rd Supplemental Declaration](#)
 - [Addendum to 1st Supplemental Declaration](#)
 - [Addendum to Declarations for Insurance](#)
 - [Amendment regarding Unit 111 Commercial to Residential](#)
- [Condominium Map Building E](#)
- [1st Supplemental Map Building B](#)
- [2nd Supplemental Map Building E addition](#)
- [Rules and Regulations Summary](#)



5C. Board Comments-Kris Ann Knish

Clubhouse Renovations



5D. Board Comments-Kris Ann Knish

Clubhouse Renovations



5E. Board Comments-Kris Ann Knish

Clubhouse Renovations



5F. Board Comments-Kris Ann Knish

Clubhouse Renovations



6. Financial Report



- 2022 Financial Report
- 2023 Budget ratified November 2022

7A. Management Report

Jason Blarjeske

HEAT IN UNITS IN WINTER

- NEVER turn off heat in winter
- Winter thermostats set at least 60 degrees
- This will prevent outside wall pipes from freezing
- Our heat is gas heated hot water baseboard heat
- Gas is already included in your dues so it does not cost you any more to keep the heat on

7B. Management Report

Jason Blarjeske

Bay #1; a; j; n; #; ££lifitn

- Annual Alarm Inspection
- West Building waterproofing project – discussed next slide
- West Building - heat tape and roof cap
- East Building – garage ceiling, sewer line
- East Building – Mechanical Room
 - Copper piping for boiler leak
 - Potable water boiler
 - New flu duct work for both heating and potable water boilers
- State boiler inspection – clean bill of boiler health!
- Replace front driveway entry lights this summer
- Parking lot sealing, seal coating, striping this summer

8. Old Business

- West decks wrap-up
- Owner Directory coming soon



9. New Business

- West building outside staircase
- East building roof and deck maintenance



10. Owner's Comments

Ground Rules



Two minutes per comment period

Yield floor when time is called

State name and unit number

State the topic of your comment

Stick with facts, leave out emotion

Be courteous and professional

No individual unit issues will be discussed

11. Election of Managers



Woodbridge Board of Managers

5-member board

- 3 positions expire in odd years
- 2 positions expire in even years

This year, we have 3 people running for the 3 expired board positions, Paul Sakiewicz (202), Bill McCall (106), and Scott Whitfield (112)

Need a motion to accept the candidates by acclamation.

12. Date of next annual meeting

Saturday, January 20, 2024

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--------|---------|-----------|----------|--------|------------------|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 HOA |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

**Vail Resorts
Seven Springs in Pennsylvania
January 20, 2023**



13. Adjournment

