**Woods Manor Homeowners Annual Meeting**

July 9, 2022, 1:00 PM

Present: Taylor Edmonds, Heber Rojas, Eduardo, Ana Fernandez, David Ryan, Dawn Dunn, Paul Goodwin, Marc R. Wheeler, Dee Aguilar, Rich Curry, Kathy Childs, April Smith, Ann Logan, Chuck Sebald, Beth Eisenman, Jesse Eisenman, Stu Van Anderson, Deb Grimm, Russ Grimm, Sandra Hahn

1. Call to order by Chuck Sebald at 1:05 pm
2. Quorum of 25% of homeowners was established.
3. Approval of agenda: Dawn Dunn asked that plans for the clubhouse game room be added to the agenda. David Ryan moved to approve the agenda as amended. April Smith seconded the motion and all approved.
4. Wildernest Management introductions: Heber Rojas, new owner of Wilderrnest Property Management effective June 2021, described his background including many years of business ownership in property management and maintenance. He introduced Ana, our onsite property manager, and talked about the specific training in pool management/certification Ana has and the Fire Department education she just finished. He also introduced his accountant Eduardo along with Taylor Edmonds overseeing Woods Manor.
5. Maintenance report: Ana oversees our maintenance, such as elevators and hot tubs.
6. Hot tub jets switch is now obsolete, and replacement is being sought.
7. Lighting improvement at nighttime at entrance.
8. Trash dumpsters with side doors now in place
9. Marc Wheeler asked about maintenance of the windowsills with chipped paint and exposed wood. The postponement of window maintenance as a capital expenditure until 2023 raises concern about further damage with putting off repairs. Discussion included the possibility for a temporary fix until a professional job could be done in 2023, which would be just to clean and paint the sills, from the interior, that were in most need due to exposed raw wood.
10. Minutes from the 2021 annual meeting: Chuck moved to approve as submitted and Beth seconded the motion. All approved.
11. Financial report, capital budget plan: Eduardo presented the report, included in the owner packets. Chuck requested that all review them and no questions were raised.
12. 2021 budget ratification: Sandra Hahn moved, and Chuck Sebald seconded a motion to ratify the budget. All approved.
13. Other discussion:
14. Elevator repair: Replacement of motor of Bldg A elevator was initially bid and budgeted for at $55,000, but the updated bid increased the cost to $60,000. The 50% down payment has been made. We are moving forward, but a necessary part is on backorder due to supply chain issues.
15. Asphalt repairs came in slightly below the budgeted amount and all agreed the current improvement will last numerous years.
16. Common locks upgrade: The hardware alone was initially bid at $25,000 but overall the total will increase $10,000-$15,000 above that. We have ordered and received most of the locks and will begin install soon. The owner unit locks are on backorder due to computer chip shortages.

April Smith asked if multiple bids had been sought to minimize the cost of locks hardware. In fact, several bids were requested, and a couple were received. All locks must be keyed to a master key to assure emergency access by fire and police depts. Owner’s locks will have batteries and WiFi can be added by individual owners. The question arose as to who will replace the batteries. It was proposed that owners be emailed about the board’s decision on responsibility for battery replacement.

Reserve minimum went to repairs in plumbing such as cracked PVC pipes. Last year’s increased reserve dues have helped towards the 10-year plan.

1. Fire mitigation requirements: The Fire department has advised removing any tree within 6’ of buildings and to trim branches of other trees to within 3’ above the ground. Suggested to be included in next year’s 10-year capital plan. We will have to remove at least 6 trees to adhere to the recommendations. Marc Wheeler suggested as fire mitigation work is done to keep our insurance company informed about these efforts.

1. Board of Directors Election: 15 ballots voted to retain the current five board members. One additional ballot was for Stu Van Anderson.
2. Other discussion
3. Asphalt review: Repair efforts had a good outcome. Stu is recognized for his outstanding work at coordinating the project.
4. Breckenridge news: The town has been focused on affordable housing. Recently units were purchased to be sold as deed restricted property. More rental properties and fewer sales-to-buy are needed. There are short term rental districts with Zone 1 having the biggest number of rentals. We are now in Zone 3, making rental permits very difficult. Owners are encouraged to write to Mayor@ TOB.com to express their feelings.
5. Colorado house bill HB22-1137 has been passed posing legal challenges. The bill has very specific requirements regarding Association Policies and Notices on Violations, Delinquencies, intent to enforce rules, levy fines or collect delinquencies through legal or other recourse. Heber said they could help us with the necessary revised policies and notices
6. Remodeling policy: Our board has devised a new system for coordinating renovations. Deb Grimm is the remodeling contact person and coordinator. When all requirements are complete go-ahead is given. Packets will be archived for future reference.

Our revised policy is on our website. Hours when reno work is permitted have been expanded to 6 pm and work is allowed on Saturday. Dumpster roll offs are permitted with restrictions.

1. Landscaping and other improvements: Deb and Beth have done preliminary planning. Re: landscaping: We are researching grass and clover removal and possibly adding colorful shrubs and perennials that will bloom from Spring to Fall in Zone 4. A picnic/socializing area on the grounds is proposed. Re: game room: the donations last year were used to buy a foosball table. The TV has been replaced and artwork will be added. Lighting has been added to the driveway. Trash cans and ashtrays have been placed in lobbies and garages. We hope to budget for an additional luggage cart for each building. To enroll in the emergency alert system in Town of Breckenridge, go to townofBreck.com. Heber will investigate obtaining garage door openers for owners. Stu is exploring implementation of a Parking Permit system for Woods Manor owners and renters. Owners of cars could thus be contacted when there is need to move the car. This will also allow inappropriate parked cars to be towed.
2. Date for next annual meeting was announced: July 8, 2023 at 1 pm in the club house conference room.
3. Adjournment: Meeting adjourned at 2:30.