

WOODSIDE ASSOCIATION INC
Open Board Meeting
September 28, 2010

CALL The meeting was called to order by President John Bird at 7:30 pm

PRESENT Jon Rice, John Atkinson, John Bird, Shirley Meyers, MJ Mitchell, Nick Lapis.
Cindy Wickliffe and Sherman Britton represented Management.

DISCLOSURE Topics discussed in Executive Session were Owner Discipline, Owner
Payment Plans, Litigation, Personnel, and Contracts.

OPEN DISCUSSION

- 1) The orange cone in an East parking space is unsightly. Sherman is aware of this issue and has notified the persons involved to remove the cone.
- 2) Owner was disturbed over the amount of time it took to complete a job by the Maintenance Crew. Sometimes emergencies interrupt a job in progress; but our crews are instructed to complete jobs in a timely fashion. Sherman will follow up with Maintenance.
- 3) Question about timely carport construction at 705. We have been awaiting design plans and permits which are now in place; construction should be finished by the next meeting.
- 4) Resident asked about a light fixture at front gate which was covered by a black garbage bag. The light fixture was vandalized and then covered to alleviate an unsightly situation until repair the next day.

MINUTES Minutes of the August Open Meeting were approved as presented MSC (Atkinson/Bird).

MANAGEMENT REPORT

Management is excited to announce that Woodside has hired a licensed contractor, Frank Wilcox, who has made many major improvements since being promoted to Supervisor recently. This is the first time in Woodside history that the management is aware of that a licensed contractor has come aboard as a full-time employee. As a result, the maintenance department has been divided into two different work units to more effectively address the maintenance needs of the property. The original team lead by Don Jackson is focusing on routine maintenance needs. The second team lead by Frank Wilcox is addressing more construction oriented issues. The challenge remains to effectively meet the on-going maintenance concerns in a timely and cost effective manner. I will be presenting tonight the first 10 buildings where we have taken a global perspective and what that looks like in terms of cost. We are asking the board to take a look at the current budget and allocate funds in a more creative manner to meet these needs.

Letters from residents are included in the board packets at the back of the binders.

MAINTENANCE

- Total Open Work Orders **111 (Supervisor Don Jackson)**
- Total Open Service Requests **107 (Supervisor Frank Wilcox)**
- Balcony Replacements with siding repair (3)
- Major Interior Structural Repairs caused by water, root and termite damage (4)
- Repair and Shoring of Landings for safety (3)
- Temp bracing of stucco fences for safety (3)
- Inspections to determine scope of work (16)
- Repairs made to Balconies and railings for safety (8)
- Minor interior repairs caused by water leaks (7)

- Concrete sidewalk replacement caused by root damage approx 70 linear feet
- Repair to Roof Eaves and Rafters 98 lineal feet
- Complaints taken by maintenance/construction supervisor (2)
- Minor repairs to shed doors (2)

SECURITY

For August there was no report made due to the current transition in security.

- Car Break-ins
- Cited Cars
- Denver Boots
- Expired Registrations
- Cars with no Current Parking Stickers
- Speeding Cars
- Cellular Calls
- Maintenance Emergency
- Noise Complaints
- Suspicious Persons
- Violations Written

PRESIDENTS REMARKS

John Bird, President, supplied copies of an article “A Penny saved is not always a penny earned” which discusses the concept of stretching a dollar too far so that no benefit is realized.

FINANCIAL REPORT

At the end of August there was \$1,151,049 in cash Reserves. \$37,272 was spent on Reserves during the month. Of the \$155,000 Special Reserve Assessment due August 1st, \$130,830 or 84% has been collected. Since switching to a third party provider for natural gas three months ago, the association has saved almost \$2,500. At August 31st delinquent assessments over 30 days late totaled approximately \$118,750. The Association did not collect \$20,033 in the month of August. Thirty (30) units are currently in collections. Since 2007, 60 units have completed the foreclosure process, forcing a write-off of \$236,680 in delinquent dues, special assessments, and late fees. The financial statements were reviewed and accepted.

FLOOD ACTION

MSC (Rice/Bird) to accept the Emergency Flood Procedures beginning with the Emergency Call from County Water Resources that flooding is eminent. This call is followed by specified calls to Board Members, Management, Security and Maintenance crews who are alerted to come in. Security will go door to door notifying residents to move cars and protect personnel property. Maintenance will set up hoses and pumps. A full outline will be available in the October newsletter.

BY-LAWS/CC&R COMMITTEE

Dave Sauer, chair, reported that the Committee voted 4 to 2 to not place the issue of resident trucks on the property on the 2011 ballot due to the wide variation in sizes and styles of trucks making distinctions difficult and potentially costly. MSC (Meyers/Mitchell) to accept the recommendation of the By-Laws Committee to not place the issue on the 2011 Ballot.

TREE COMMITTEE

MSC (Bird/Rice) to accept the recommendation to remove three liquid ambers that are intruding into the drains at 863-865.

ARCHITECTURAL COMMITTEE

MSC (Atkinson/Mitchell) to deny a request by a potential owner to combine units 2203-7 and 2203-5. The Architectural Committee opposes the proposed combination.

PARKING SPACE EXPANSION

MSC (Rice/Bird) to accept the recommendation to create a new green parking space at 2245 and making a current green space a deeded space for 2237 which has a deeded space that is not deep enough to accommodate a full sized car. **ABSTAIN** Meyers who made the suggestion and will be giving up a portion of her overly large space to create the new space.

CHURCH AND PARK GATES

MSC (Bird/Lapis) to place a chain on the Swanson Park gate while Management determines the number of users for the Church gates. The Fire Department will permit a Knox Box for their safety use only (not resident use) on the Church gates. The Park gate can be permanently closed.

LIEN DELINQUENT PROPERTIES

MSC (Bird/Rice) to place liens on the following properties

294-0230-003-0025	294-0230-003-0070
294-0220-002-0005	294-0220-001-0055
294-0220-003-0064	294-0220-002-0025
294-0250-004-0005	

HR COMMITTEE DISCUSSION

Members of the former HR Committee are requesting re-establishment of the Committee. The HR Committee established Employee Manuals, urged membership in the Chamber of Commerce, located a cost free employment law attorney through the Chamber, and wrote job descriptions for administration and security personnel. The Committee was subsequently abolished as its mission had been accomplished. Moving forward, Human Resources issues are most likely to involve issues of liability; therefore serious consideration needs to be given to the questions: Is this a necessary committee? Can Management and the Board deal with these matters alone? Should Homeowners be included in the Committee again? Where does confidentiality stand? HR Committee was not reinstated.

BUDGET DISCUSSION

Sherman discussed maintenance, construction and repair issues at Woodside. Siding, insulation, painting, balconies irrigation and landscaping have all impacted the deterioration of individual buildings. Using our resources to repair the identified buildings will leave Woodside in a much stronger position. Right now it appears that twelve buildings need significant repair.

SMUD EASEMENT

MSC (Rice/Meyers) to place SMUD electrical box in the street. SMUD needs to re-wire from gate 2 to the back of the tennis courts and gives options for placement of its electrical box.

OLD WOODSIDE SEAL COAT

MSC (Rice/Meyers) to accept the JB Bostic contract for dig out, patch, and seal coat of Old Woodside.

POOLS

MSC (Bird/Rice) to accept Adams bid for Sierra Pool and Pool #5.

INSPECTOR OF ELECTIONS

MSC (Lapis/Bird) to appoint Brad Epstein, Esq as Inspector of Elections.

OUT OF COMPLIANCE DOGS

Management has developed a list of dogs that are oversized and letters will be sent in preparation for Rules Hearing action.

INTRUDING TREE 2258-3 WOODSIDE LANE

MSC (Atkinson/Bird) if Woodside can legally enter the patio, we will remove the tree that owners are aware of and is forcing patio walls and patio slabs to break and fall.

ADJOURN

The meeting was adjourned at 9:35pm

Respectfully submitted

MJ Mitchell, Secretary