

2023 ANNUAL MEETING MINUTES

Woodridge Subdivision HOA

August 23, 2023, at 640 Belford Ave, Grand Junction CO 81501 (Bray Education Center)

The meeting was called to order by Mark Shoberg from HOA Services Inc at 3:30pm.

| In Attendance | Proxies | Management |
|----------------------------------|-----------|-------------------|
| Roxie & Paul Denning | | Mark Shoberg HOA |
| Traci Rodgers | | Manager |
| Steven & Georgia Carter | | Annie Shoberg HOA |
| Steve Roemer | | Manager |
| Joyce Paul | | Cayce Haren |
| Michael Day | 4 proxies | Assistant Manager |
| Steve & Shari Legler | received | |
| Alice Strom | | |
| Eric Freeman & Jennifer Stauffer | | |
| Jessica Frye | | |
| Michael Whiting | | |
| Cyndi Edmunds | | |
| Michael Clark | | |

With 4 proxies received and owners from 16 units represented, quorum was achieved.

Introductions

Mark Shoberg (hereby referred to as Mark S.) introduced himself as the HOA Manager.

Annie Shoberg introduced herself as a HOA Manager.

Cayce Haren introduced herself as an Assistant HOA Manager.

The Board introduced themselves:

Mike Day, HOA President

Stephen Carter, HOA Vice-President

Roxie Denning, Board Member

Mike Whiting, Treasurer

Traci Rodgers, Secretary

Community member introductions.

Approval of 2022 Minutes

There was a motion to approve the 2022 minutes as written.

First motion: Roxie Denning

Second motion: Mike Whiting

None opposed.

2022 minutes were approved and signed by Mike Day.

Old or New Business

- Landscaping
 - Roxie is the liaison. She addressed the following information:
 - What do our quarterly dues cover for those homeowners that have opted in?
 - Weekly lawn mowing
 - Edging, trimming, aeration, fertilization, weed control treatments, bush and shrub pruning
 - Special tree fertilization and treatments (ash trees only)
 - Spring start-up of irrigation system
 - System checks April thru September
 - Fall winterization of irrigation system
 - Backflow testing
 - Those homeowners that have opted out do not receive these services. However, homeowners are still responsible for the care and maintenance of their lots.
 - There is a mandatory quarterly dues assessment that pays for the operation of the HOA, including common area maintenance, irrigation and landscaping, and administrative charges such as insurance, covenant enforcement, office and management expenses and snow removal for sidewalks within the subdivision and G ½ Rd. All homeowners pay for this assessment.
 - Landscaping report:
 - Woodridge is under the care of Bookcliff Gardens. Our maintenance contract is for two seasons from March 1, 2023 thru November 30, 2023 and from March 1, 2024 thru November 30, 2024.
 - The Board of Directors are pleased with the job that Bookcliff Gardens is doing, and we all agree that there will be some “fine-tuning” of their services with time.
 - Annual ACC Inspection
 - Inspection covered gable vents, driveways, exterior paint, shingles and trees.
 - Performed June 19, 2023 by Mike W, Mike Day and Roxie. 5 homes were in need of attention with one of those homes with 2 issues.
 - Reinspection on August 21st. 2 homes were not in compliance. HOA Services sent a follow up letter.
 - Board drafted Appendix A, handouts circulated
 - Member questions
 - Is there a standard length for lawn cutting? Yes. 1 ½ taller because of the heat, to protect the grass. 4.5” tall prevents burn marks. Roxie is trusting the professionals. They’ll cut lower as heat allows. Roxie will email the landscapers.
 - Bushes- please continue to monitor so that they don’t get too high. Provides a blind spot. Members expressed interest to remove the bush.
 - Bushes are dying. Homeowners may prefer to remove dead/dying bushes in their own front yard. Request ACC approval first- they’re very likely to say “yes.” The rule is every yard must have 1 tree in the front yard.

- To reduce cost, can we do stone instead of grass on the north side ditch of G1/2?
 - The concern is that we're watering useless grass. There would be an expense to change it out. Could do an analysis, but the expense would be huge. That's ditch water, and the HOA owns the rights, and it runs at off-peak hours, so it's not too expensive to water.
- Vote to revise bylaws
 - Annual meeting (time, date, location at the board's discretion)
 - Replace with normal, standard language under CCIOA
 - Would like to have a meeting closer to the budget timeframe. Current timing makes it difficult to budget/project.
 - Motion to approve revision: Paul Denning
 - Second: Cindi Edmunds
 - Vote: Opposed: None. Unanimously approved.
 - Quorum Discussion. Mark S. discussed reducing quorum to 20 – 25% to conduct business during years when there is a dues increase. Stephen Carter reminded the members that this needed to be included in the notice packet. Mark S. agreed as this had been a discussion with a member of the board but was never approved to proceed. This discussion was postponed/tabled.

Discussion: 2023 Budget Review

- Communication
 - A homeowner was displeased with the \$45 raise. The owner requested an explanation.
 - Mike Day agreed that more information could have been provided.
 - Mike explained the 2-tier dues structure.
 - 1) there are mandatory dues (common area water, management fees, insurance)
 - 2) there's an optional lot maintenance fee (water on/off, bush trimming, backflow winterization). This is the one that got increased per quarter. Owners didn't vote because it's optional. Owners are not required to vote on this.
 - Homeowners want an explanation, going forward, about what services are provided with the optional cost.
 - Lot maintenance is at the board's discretion/can be raised without homeowner approval because members have the ability to opt in or out.
 - Members expressed interest in more communications, particularly advance notification when the board will be walking the community.
 - Members expressed interest in paperless communications. HOA Services encouraged members to write "opt in" on the sign in sheet for paperless communications.
- **Budget**
 - One member noticed a 30% increase in the first group of expenses. Management explained that landscapers in the Valley who retain employees are paying a higher wage than before. This has increased the cost to provide services.
 - The quarterly increase is effective Jan.1st.
 - Mike Day explained that the common area includes more than green space; there are corners, easements, etc. included as well.

Motion to approve the budget for 2023 as drafted. Increase dues to \$195/quarter.

First: Roxie Denning

Second: Steve Carter

None in person opposed. 2 owners opposed by proxy.

The budget was approved. HOA Services will send a notification to members regarding the increase.

Elections

Mark asked if anyone else would like to run. No one replied.

There was a motion to re-elect Mike Day for another 3-year term.

Motion: Traci Rodgers

Second: Cindi Edmunds.

None opposed.

Mike Day was unanimously elected back to the board for a 3-year term (2023-2026).

The board determines the positions, and they'll notify HOA Services of the positions.

There was a motion to re-elect Traci Rodgers to the board for another 3-year term.

Motion: Mike Day

Second: Paul Denning

None opposed.

Traci was appointed back on the board for a 3-year term (2023-2026).

Discussion on Community Priorities

- Notifications/communications
 - Members expressed interest in knowing in advance about inspections.
 - Members would like over-communication including notifications about when the board is inspecting and what they'll be inspecting. Members don't want to feel scolded.
 - HOA Services will edit the standard violation letter to add softer language.
 - The Board agreed to send a notice before the next walk.

Adjournment

With no further business to discuss, Mark Shoberg asked for a motion to adjourn the meeting at 4:30pm.

Motion: Mike Day

None opposed.

The meeting adjourned at 4:30pm.

Signature

Date