

# Wood Creek

## Record of Action by Electronic Vote

### 2024

#### New Washer

The Board approved the motion cast on August 20<sup>th</sup>, 2024 to accept the quote from Clean Designs for \$2,915.38 for a new machine not including install.

#### Savings Account

The Board approved the motion cast on June 27, 2024 to open a new money market account with Community Banks of Colorado for 3.04% on balances above \$50K.

#### Board Appointment

The Board approved the motion to appoint Lauren Noon to fill the remainder of the vacant board seat term, which expires at the fiscal year end in 2025.

### 2022

#### Operating Advance

The Board approved the motion made on June 7, 2023, to advance \$30,000 from the capital account to the operating account. The loan will be repaid with the special assessment, due in August.

#### Governance Policies

The Board approved the motion made on March 20, 2023, to adopt the 9 Responsible Governance Policies, as amended by legal counsel and in compliance with state legislation.

#### Change Order

The Board approved the change order request from The New Stove Place, LLC, on August 28, 2022, for \$21,919.07 to install firestops in the chimney chases.

#### EV Charging

The Board approved the motions cast on May 13, 2022 to allow homeowners to continue to charge electric vehicles using the power available in the parking lot and to revisit the decision at the June annual meeting.

#### Trailer Parking

On May 11, 2022, the Board approved Dustin Charapata's request to park his 20' Airstream on property for the summer months, to be removed before Thanksgiving.

## **2021**

### Unit 403 Trailer Parking

On November 25, 2021, the Board approved unit 403's request to park a snowmobile trailer in the lot for the winter season.

### Unit 401 Remodel

On July 29, 2021, The Board approved unit 401's request to remodel on August 3<sup>rd</sup> to install new flooring with a silencing pad underneath.

### Second Declaration Amendment

The Board approved the motions cast on July 27, 2021, to approve the second amendment language to the Wood Creek Condominiums declaration as drafted by legal counsel and to submit the amendment to all holders of any recorded mortgage or deed of trust.

### Trailer Approval

The Board approved the request made on July 27<sup>th</sup>, for unit 504 to park a 10' raft trailer in the lot until August 12<sup>th</sup>, 2021.

### Trailer Approval

The Board approved the request made on July 1<sup>st</sup>, for unit 403 to park a 20' airstream on the property until Thanksgiving.

### Budget Approval

The Board approved the motion made on June 21, 2021, to approve the operating and capital budget for the coming fiscal year, as submitted by Wanda Kimbrell.

### Elevator Repair

The Board approved the motion made on May 26, 2021 to accept TKE's proposal to repair the elevator.

### Flue Assessment

The following motions were approved with a majority vote from the Board of Directors on April 20, 2021.

Action #1: Rescind the motion made on 4/17/21, following careful consideration of the options and arriving at the conclusion that allowing the permanent removal of certain flues prior to a supporting declaration could place the HOA in a vulnerable position.

Action #2: The HOA will move forward with the assessment and due dates, as approved by a majority vote of the membership at the 4/10/21 special meeting.

Action #3: Homeowners will be asked to choose a flue size by noon on Friday, April 23rd, 2021. Eight inch flues will be installed in the event that an owner does not supply a choice. That way their current firebox will be operational after the install for a future sale. An owner can choose a six inch flue, with the understanding that the top of their current firebox would be smashed in rendering it inoperable.

### Flue Assessment

The Board approved the motions cast on 4/17/21, altering the assessment due date and flue options.

Action #1: Delay the due date for the first portion of the flue project special assessment to June 1, 2021

Action #2: Delay the due date for the second portion of the flue project special assessment to August 1, 2021

Action #3: Allow an additional choice to home owners, not previously offered, which is to remove the flue and render the associated firebox inoperable.

- This action is intended to reduce the total assessment
- The adjusted budget will be presented to members at a future meeting and members will be asked for their approval for this common expense as per Section 1(E)(3) of the Association's Declaration
- Home owners will be given a deadline by which to make their choice for the flue serving their unit(s), if no choice is made by the deadline, the flue will be replaced with an 8" flue connected to the existing firebox.
- Per our Declarations, By-laws, and CCIOA, the SA must be assessed to all home owners based on percentage ownership

### Assessment Due Date

The Board approved the motion cast on 3/29/2021 to alter the assessment due date for the flue replacement work to require that the first portion of the Special Assessment shall be due May 1st, 2021, and the balance of the Special Assessment due July 1st, 2021.

### Flues and Assessment

The Board approved the motion cast on 3/19/21 to: 1) Accept the proposal from Inside Out-Hearth and Patio for replacing the flues with new 8" pipes, 2) Assess each unit their proportionate share of the total, \$131,394.24, with the first half to be due on April 15, 2021 and the remainder to be due on 7/01/2021, 3) Present this capital budget to the members at a special meeting to be held on Tuesday, March 23, at 2PM MDT.

## **2020**

### Annual HOA Meeting

The Board approved the motion cast on May 11<sup>th</sup>, 2020 to hold the annual homeowner's meeting via Zoom on July 3<sup>rd</sup> at 9:30am.

### Pay BWA Final Invoice for Apt/Conference Room

The Board approved the motion cast on June 28th, 2020 to pay Ben White Architecture invoice #3

### OK to Pay SGM

The Board approved the motion cast on April 30th, 2020 to pay SGM invoice: 2019-477.001 – 1

## **2019**

### Ben Pay for Work on Conference room/Apt

The Board approved the motion cast on December 31, 2019, to pay the attached invoice received from Ben White for architectural services in the amount of \$1575.

### Approve SGM Work on Parking Lot

The Board approved the motion cast on October 15, 2019, to approve SGM Phase 1 parking lot contract.

### Approve Ben White Contract for the Conference Room Remodel

The Board approved the motion cast on September 5, 2019, to approve Ben White (Architect) contract to investigate the possibilities to remodel the conference room and bathrooms into residential unit(s).

### Budget Approval

The Board approved the motion cast on June 21, 2019, to approve the operating and capital budget for fiscal year 2019-2020.

### Fireplace Shields

The Board approved the motion cast on March 6, 2019 to install wall shields next to the fireplace boxes in each unit and bill individual owners for the project cost.

## **2018**

### Resort Internet Agreement – Exhibit B

The Board approved the motion cast on October 12, 2018, to allow CBL to sign Exhibit B on the Board's behalf for internet services.

### Resort Internet Contract – OK for CBL to Sign

The Board approved the motion cast on October 9, 2018 agree to accept the amended contract as per 10.9.18 attached document and direct CB Lodging to sign and deliver the contract to Resort Internet.

### Termination of Sundials TV/Wi-Fi Contract

The Board approved the motion cast on September 21, 2018 agree to terminate Sundial's contract for internet and TV service in response to the threat to do so from David Dean and contract for these services with Resort Internet.

### Attorney Letter to Sundial

The Board approved the motion cast on September 21, 2018 agree to direct the HOA attorney to send the letter of termination to Sundial by the end of day today.

#### Individual Passwords for Wi-Fi

The Board approved the motion cast on September 14, 2018 agree to pay the \$800 onetime to have individual passwords for each unit.

#### New Common Washer and Dryers

The Board approved the motion cast on August 3, 2018 to order all new washers and dryers for the common areas.

#### Sealco

The Board approved the motion cast on May 3, 2018 to hire Sealco to crack seal and top coat the parking lot

### **2017**

#### Rule Update

The Board approved the motion cast on December 8, 2017 that a guest or renter have a dog that was not voted on to be allowed on the property will be fined \$100 per day [instead of the \$50 per day].

#### Rule Update

The Board approved the motion cast on December 8, 2017 that the number of pets should be limited to four.

#### Rule Update

The Board approved the motion cast on November 15, 2017 that we accept the bid to install heated Sound barriers must be installed under all tile, wood floors, or other hard surfaces prior to installation of the flooring and to reduce noise, felt pads are required on the feet of all furniture located on tile, wood floors, or other hard surfaces.

#### Gutter Work on the East Side

The Board approved the motion cast on October 11, 2017 that we accept the bid to install heated gutters along the east facing side of the building as shown and described in the attached photo and email (all gutters connected and heat tape installed throughout the run), and to have the work done in October 2017.

#### Aspen Tree Removal

The Board approved the motion cast on October 10, 2017 that we remove the Aspen trees in the courtyard and grind out the stumps in October. And replant the Aspens next spring.

#### Fire Suppression Fix

The Board approved the motion cast on September 13, 2017 we repair the leaking fire suppression pipe immediately.

#### RV Parking

The Board approved the motion cast on August 24, 2017 that Woodcreek 305 can park their RV, as described in the email sent to Grant on 8/17/2017, on the Woodcreek property near the back of the parking lot if possible, from May 15th to September 15th of each year. The Board has the option to revoke the RV parking at any time.

#### Window Washing

The Board approved the motion cast on August 23, 2017 to accept Ryan Bernhardt's bid to replace the white window screens and the white sliding screen doors with new bronze window screens and bronze sliding screen doors, and also wash the exterior windows and doors.

#### Drop Spectrum go with Sundial Communications, Inc

The Board approved the motion cast on August 16, 2017, to accept the August 16, 2017 bid from Sundial Communications for TV and internet installation and service, for a one-time HOA total cost of \$11,869.20 (which includes painting of the raceway along with installation, and also applicable sales tax), and an ongoing HOA cost of \$727.50 per month.

#### David Dean Presentation at HOA Annual Meeting

The Board approved the motion cast on March, 24, 2017, to have David Dean from Sundial speak at the annual HOA meeting to present his bid for TV and internet and answer questions.

#### Hot Tub Closing Time

The Board approved the motion cast on March, 24, 2017, to keep the hot tub open in the fall until the date the chairlifts close.

#### Changing Pet Policy on Rules

The Board approved the motion cast on March, 15, 2017, to add the additional clarifications regarding noise, nuisance, pet waste, odors, etc., to the existing rules for pets.

#### Seal Coating Parking Lot

The Board approved the motion cast on March, 15, 2017, to accept the bid from Sealco for crack seal and top coat of the parking lot for \$6,880 with work to be done late August or September 2017.

#### 2<sup>nd</sup> Floor Fencing

The Board approved the motion cast on February, 26, 2017, to accept Cowboy Steel bid to add fencing to stop people from climbing on porte-cochère roof.

#### Deck Violation

The Board approved the motion cast on January 31, 2017, at the advice of the HOA's attorney, to send a certified letter to the owner of unit 205, demanding restoration of the deck.

### Towing Vehicles

The Board approved the motion cast on January, 17, 2017, to move that vehicles will be towed 2 days after we have proof that written notice has been received and ignored.

### **2016**

### Repairs to Unit Deck

The Board approved the motion cast on December 20, 2016, to move that we hire a contractor to return the deck to its original state and assess the cost to [the unit owner].

### Line of Credit

The Board approved the motion cast on September 21, 2016, to move that we re-establish a line of credit for Woodcreek.

### Painting Change Order

The Board approved the motion cast on August 22, 2016, to accept Premiere Painting's change order of \$8500 for color change on the exterior and \$5900 to paint the unit doors.

### Payment Reduction Request

On June 20, 2016, the Board unanimously agreed to deny Mr. XXX's request for a reduction in the amounts owed to the HOA.

### Painting

The Board approved the motion cast on June 2, 2016, to accept Premiere Painting's bid of \$68,300 to paint the building's exterior.

### Board Appointment

The Board approved the motion cast on May 12, 2016, to appoint Clare Sprowell (507) to fill the remainder of Jo Mudd's term.

### Stucco Repair

The Board approved a motion cast on May 6, 2016, to accept the bid from Peak View Stucco and Stone to install a sturdier stucco product to the first 6-8 feet of the Wood Creek building in order to reduce the need for annual stucco patching maintenance as well as to reinforce the protection of the underlying structure.

### Water Heater Rule Update

The Board approved a motion cast on April 14, 2016, to amend the hot water heater rule to: *The Board places the owner(s) on notice that each owner must replace any water heater 12 years old or older with new water heater – installed per code, and include a drain pan and new shut off valve. For the protection of our infrastructure and other owners' property, the Board has specifically instructed the HOA manager*

*to make annual inspections and record the date of each water heater in each unit. A letter of notice will be sent to owners to replace the water heater. Two months will be given for plans to replace water heater units. After two months the owner will be in violation and a \$50 per day fine will be issued for non-compliance.*

#### Unit Receivership

The Board approved a motion cast on February 18, 2016, to start the process for receivership and do an asset search on the units owned by \*\*.

#### Window Replacement

The Board approved a motion cast on February 14, 2016, that the HOA pay for the window replacement in 103 for the window that has been damaged by the irrigation system overspray. I add that the HOA reserves the right to review for approval the owner selected window.

### **2015**

#### Column Contract Award

The Board approved a motion cast on December 22, 2015, to accept AJ Cattles bid to repair the columns and stair stringers per the specs prepared by SGM. \$22,200 with another \$5,000 in minor contract revisions allowed.

#### Change Farmer's Insurance Agent

The Board approved a motion cast on November 24, 2015 to change insurance agents from Steamboat Bob Strong to Gunnison Gary Short.

#### President and Treasurer Vote

The Board approved a motion cast on September 29, 2015 to elected Ann Pharamond as President and Wanda Kimbrell as the Treasurer.

#### Expanding the Beam/Column Inspections

The Board approved a motion cast on September 9, 2015 to proceed with future inspections of the column/beam supports by Jerry Burgess with SGM.

#### Unit 108/109 – From Commercial to Residential

The Board approved a motion cast on August 27, 2015 that Bill may proceed with the improvements to 108/109 that will change those units from commercial to residential space

#### Concrete Pad for Dumpster

The Board approved a motion cast on August 27, 2015 that we accept the Lacy Construction bid to repair the parking lot and install drainage to prevent further damage.



#### Change Order on Balcony Wire Mesh

The Board approved a motion cast on August 25, 2015 that we accept the change order from Cowboy Steel.

#### Skype Equipment for Meetings

The Board approved a motion cast on July 4, 2015 that we purchase a basic Skype type of microphone/speaker system for the conference room.

#### Rules Update

The Board approved a motion cast on June 25, 2015 that the Board edits the first sentence of rule # 4 concerning water heater replacements rule by eliminating the phrase "installed per code, with a working drain and drain pan" and replacing that phrase with: installed per code with a drain pan, a high level water alarm, and if possible a drain line to the nearest drain.

#### Work/Rental on Unit

The Board approved a motion cast on June 23, 2015 that we authorize CBL to obtain a contract from [owner's name removed] specifying that all rental stemming from his renovated unit will be forwarded to collected directly by the Wood Creek Lodge HOA, the income of which will be used to offset the dues assessed to both his units and any expenses incurred for the rental, maintenance, and renovation of the units until such time as he resumes timely payment of all dues and assessments.

#### Bylaw Amendment

The Board approved a motion cast on June 4, 2015, to amend Article 6, Section 5a of the Bylaws to read: Unit owners may rent their units on a short-term basis either directly, or through the rental agent retained by the Association, or through other real estate agents or brokers. All rental management companies must be approved by the Board and proof of insurance must be provided with the HOA named as an additional insured party.

#### Speaker for the Annual Meeting

The Board approved a motion cast on June 4, 2015 to hire Mark Payne to speak at the annual HOA meeting to meet the Colorado HOA owner education requirement.

#### Parking Lot Survey

The Board approved a motion cast on June 4, 2015 to have the HOA's attorney review the parking lot survey completed by SGM in order to determine if we can be compensated for damages by CBMR.

#### Dues Increase

The Board approved a motion cast on June 4, 2015 to raise operating dues by 6% in order to compensate for uncollectible owner dues as well as price increases on services.

#### Balance Sheet Adjustment

The Board approved a motion cast on June 4, 2015 to reclassify certain dues receivable into the allowance for doubtful accounts in the amount of \$10,606.16. All future dues for 108/109 should be classified into the allowance for doubtful accounts as well.

#### Fund Reallocation

The Board approved a motion cast on June 4, 2015 to permanently reallocate \$12,300 to the operating fund from the capital fund to cover uncollectible dues and operating account overages.

#### Voting for Assessments

The Board approved a motion cast on April 9, 2015 to access line of credit in order to allow owners to vote at the 7/3/2015 annual meeting on assessment amounts and payment schedules, with consideration for future needs per the new 10 year plan which will be presented at the meeting

#### Roofing Contractor

The Board approved a motion cast on March 13, 2015 to accept Top Line's roofing bid, provided the company is available spring of 2015.

### **2014**

#### Sealcoat

The Board approved a motion cast on July 13, 2014, to accept the bid from Sealcoat to crack seal and sea-coat the parking lot this fall.

#### Fund Reallocation

The Board approved a motion cast on July 22, 2014, to permanently reallocate \$10,000 from the capital fund to the operating fund, effective June 30, 2014.

#### Elevator Protection

The Board approved a motion cast on July 23, 2014, to purchase curtains and plywood flooring for elevator protection when it is to be used as a freight elevator.

#### SGM Contract

The Board approved a motion cast on July 23, 2014, to contract with SGM to prepare a roof assessment/evaluation.

#### Cart Purchase

The Board approved a motion cast on August 5, 2014, to purchase 2 grocery-style carts for use in the elevator.

#### 2014-15 Operating Budget

The Board approved a motion cast on August 14, 2014, to approve the 2014-15 operating budget. The budget was also presented to homeowners at the July 3 annual meeting and emailed to owners on August 6, 2014 for approval.

#### Special Assessment

The Board approved a motion cast on September 12, 2014, to impose a special assessment in the amount of \$250,000, to be billed to unit owners, based on percentage of ownership and due on November 15, 2014.

#### Rules Amendment

The Board approved a motion cast on September 16, 2014, to amend the current rules. Owners will be notified by email and the new rules will be posted to the website.

#### Security Cameras

The Board approved a motion cast on September 21, 2014, to purchase and install cameras in the common areas. Product from E-Solutions.

#### Railing Down Payment

The Board approved a motion cast on November 24, 2014, to issue a \$10,400 down payment with Cowboy Steel for the purpose of ordering the mesh.

#### Asset Search

The Board approved a motion cast on December 24, 2014, to have the HOA's attorney send a warning letter addressing a particular owner's arrearages and also to perform an asset search for property held by the same owner of the condos that are in arrears.