

WOODHILL HOMEOWNERS ASSOCIATION BOARD MEETING

Payson Library Meeting Room, 5:00 p.m.

Meeting Date: 6-10-2011

**CALL TO ORDER**

Call to order on 6-10-11 at 5:13pm by Mark Miller, President.

Confirmed quorum, Mark Miller, Tammy Pickering. John Summits, Ed Cameron, Dan Kealey, Jere Jarrell present.

EXECUTIVE SESSION – From 5pm to 6pm (this is a closed session)

Robin Thomas, Amcor

Drive around conducted with Dan, variances pointed out.

Tenant Registration Form presented and reviewed

Record notice of blanket lien – lists owner or property (e.g. bank, Fannie Mae) and notification sent to designee (Jere). Robin can complete paperwork and have Jere file.

Bank/Fannie Mae will pay fines, follow enforcement policy as per routine homeowner

Welcome Packet – Jere has entire packet, needs welcome letter. Robin has good letter to use. Robin will review for any missing elements and make recommendations

Jere will communicate any changes to Amcor and Robin will update her records

Our transfer fee will remain as is unless we delegate to Amcor

All correspondence other than finance will come from Amcor. Jere will continue billing and follow-up for annual fees.

Fines will be sent by Amcor to Jere to create invoice

Jere will provide delinquent summary to Amcor for Board Package

Website – will need to determine direction for the future. Maintain our private site or move to Amcor site. Would like to keep our website, move from Dillon's' server to

Amcor's server. Robin will investigate and make her recommendations

Robin will meet with Dan prior to next meeting to discuss how to coordinate

Contract discussion – Board and delegates to review document and make any suggested changes, will approve subject to changes after review. Return comments to Jere to forward to Robin

Storage can be provided at \$10 per month vs \$400 per year current, Robin can transport

Review consulting fees/judgment fees/etc – only if approved by board

Annual Meeting Coordination to be determined

Ed moved to move to open session, John second

**OPEN SESSSION**

Move to Open Session at 6:05pm

“Homeowners List” passed for homeowners to sign in

**SECRETARY'S REPORT** – Tamara Pickering

Minutes from May 13, 2011 were reviewed and motion to approve by John, second by Ed, all in favor.

### **TREASURER'S REPORT – Ed Cameron**

Balance sheet and income statement reviewed and approved as presented.

Two disbursements, Mr. Cooka for maintenance and Jere for May accounting services.

Move to approve by Tammy, second by Mark, all in favor

### **ARCHITECTURAL REPORT – John Summits**

Architectural Review Updates – Dan Kealey

Lot 331 playhouse has been painted to blend with house and moved to non-visible area to neighbors. Issue closed.

Weed issues: Fred distributed list of lots with weed violations. Notices will be sent by Amcor. Robin will provide copy of Amcor's standard notice to board. Mark will forward information for vendors who have been available for homeowners in the past. Robin will contact them to see if pricing applicable and they want to be listed. If so, she will include in the notice.

Lot 313 was excavated by builder, not built out. Granite washes into street and intersection. Additional lots also cause same issue. City sweepers cleaned last year. Recurring rains will cause issues. Dan offered to talk to town to determine whether policy exists. Similar issues on Thunder Ridge. Lot 288 reported similar issues (caused by lot 286)

Lot 275 requested new fence, 6 ft cedar replaced chain link

Insurance contract – are we covered for injuries/damages in the common areas we maintain? Named insured is Woodhill HOA –our interpretation is the homeowners are included in the definition. Reviewed with Jeff Wolf, our agent at American Family and asked for clear clarification.

HOA's responsibility for certain channels was assigned by the town. Unknown as to why some were not included.

Discussion regarding posting No trespassing signs at ditches. Robin will investigate signs, mock-up and bids. Jere will contact Iron Horse for estimate.

### **OLD BUSINESS**

Parking: Mark distributed some copies of rules and regulations, no reoccurring issues that require notice

### **NEW BUSINESS**

Introduction of Robin Thomas with Amcor Property Management

Amcor will be taking over notices, fines, etc, for uniform enforcement. Notice will be sent to homeowners that Amcor is taking over 7-1-11, and notifying them of what they will be reviewing and should correct prior to the transfer of responsibilities.

Fred Pulve noted his association in the valley is managed by Amcor and they have received excellent service and results.

Robin will include our July newsletter items with the Amcor Welcome Letter in June, which will save postage for the July newsletter. Mark will send newsletter items to Robin. Will include request for e-mail addresses for homeowners who would like to receive their notices via e-mail.

Newsletter to include advance notice of the renter policy if approved by Board.

Board packages will be mailed to the board the week prior to the meeting.

Review of Rental Policy – to add Amcor contact information. Tammy move to approve with addition of Amcor contact information, John second, all in favor. (Adopted date effective 6-10-11)

Re-painting of Guard Rails –Mark obtained quotes from Tom Cooka and Gere's. \$20 per guardrail @ 15 = \$300. Tom Cooka price \$275. Labor only. Supplies and paint to be supplied by HOA. Move to award bid to Tom for \$275 plus materials by John, Ed second, all in favor. Jere will coordinate the process.

The July 8th meeting will not be held due to an exhibit in the Library Meeting room for the month of July. Disbursements will be approved via e-mail.

Amcor Property Contract – move to approve the Amcor Property Management Agreement subject to minor modifications after review and input by all board members, communicated to Jere Jarrell and forwarded to Robin Thomas. Ed so moved, John second, all in favor

### **HOMEOWNER'S OPEN FLOOR DISCUSSION**

### **ADJOURNMENT**

No meeting scheduled for July

Next Meeting: August 12, 2011

Motion to adjourn by Ed, second by John, all in favor.

Meeting adjourned at 7:12pm

