

WOODHILL HOMEOWNERS ASSOCIATION BOARD MEETING

Payson Library Meeting Room, 6:00 p.m.

Meeting Date: 8-12-2011

CALL TO ORDER

Call to order on 8-12-11 at 6:06pm by Mark Miller, President.

Confirmed quorum, Mark Miller, Tammy Pickering. John Summits, Ed Cameron, Clark Jones present.

“Homeowners List” passed for homeowners to sign in

SECRETARY’S REPORT – Tamara Pickering

Minutes from June 10, 2011 were reviewed and motion to approve as read by John, second by Ed , all in favor.

TREASURER’S REPORT – Ed Cameron

Nine disbursements were reviewed, moved to approve by Clark second by John, all in favor.

Some increased foreclosure activity, will mean bad debt in fees not paid. Allowance has been made.

ARCHITECTURAL REPORT – John Summits

Architectural Review Updates: 12 requests, 11 were approved. Include fence and painting, patio enclosures, satellite dishes, retaining wall, driveway. One request denied due to non-compliance with CCR.

Dan Kealey and John have revised documents and posted to website. Have developed Architectural committee mission statement and charter. 3 people – Dan Kealey chair, Fred Pulve and Ralph Thompson are members. They review requests.

John requested approval of the charter, John moved, Ed second, all in favor

Also developed Architectural Procedure for Submitting Project Request Forms and Receiving Approval form to be posted to website, helping homeowners know what they should submit to the architectural committee. Changes to spelling will be made and document will be posted

OLD BUSINESS

Introduction of Robin Thomas, Amcor, and Management Report

Robin Thomas reviewed the action items completed from the last meeting

Can link Woodhill website into Amcor’s site at no extra charge

Meet with Dan every two weeks and review architectural change requests

Board requested collection policy, some homeowners not paying their dues

To enforce collection we asked policy be drafted

Jere continues to maintain invoices, a/r, etc

June weed notices went out

Erosion issues should be completed within the next two weeks (extension was granted)

Amcor notice sent out and July Newsletter (saved association postage)

Rental policy – CCR's call for lease be submitted to board. Tenant registration form used in place of rental policy as deemed "less invasive", no confidential information needs to be disclosed.

Owner listing revised

Fine and Penalty Policy Revision

Robin reviewed for conformation to AZ law. Adds Board of Directors must afford the homeowner the opportunity to appeal within ten days of notice.

Motion to approve by Ed to accept new policy, John second, all in favor

Collection Policy for Delinquent Assessments

Based on assessment policy in CCR's. Dues are invoiced 1-1, due 2-15, and if not received by 3-3 \$15 late fee is assessed. 15, 45, 75, 90 and 100 day delinquent notices are sent. After 100 days it can be turned over to attorney to record as lien against the property.

Collections are routed through Jere.

Ed moved to approve policy, Clark second, all in favor.

NEW BUSINESS

Tom Cooka Bid for drainage inlets revision of \$125. Tammy move to approve the work and bid, John second, all in favor.

Parking Policy and Penalty Revision

Changes in item 1 and 5

Item 1 refers to vehicles parked in garage, driveway and behind fence, not off driveway in gravel. Addition – vehicles cannot be parked in front of exterior entrance doors or any windows of the home.

Item 5 refers to pickup trucks with racks or building materials must be parked behind a solid fence.

John move to approve revisions, Clark second, all in favor

Re-open floor for discussion: Larry E Jones, Country Lane – when feels uncomfortable parking in driveway he parks in front of house. Not due to inclement weather, but is due to steepness of drive.

Ed commented that if extenuating circumstances exist the homeowner could discuss with the architectural committee and/or the board. Should the homeowner want to discuss please contact Robin at Amcor.

Art Groschel asked what has changed prompting the change in the Parking Policy. Board and committee were receiving complaints from homeowners regarding building materials and ladders.

Parking Violation Penalties

Change relates to timeframe. Previously the notice stated 14 days to resolve. There are instances where there may be exceptions, however, some homeowners may be parking continuously, the revised notice asks to take care of immediately. Since the time encompasses the complaint time and notice, it still allows 3 to 5 days. Previous policy stated 14 days between each of three offenses, allows 45 days of parking.

Steve Peacock stated that AZ law proposing that HOA's could not regulate parking on the street was signed. Robin reported that the AZ Republic incorrectly posted that information and had to retract. Homeowner may contact Robin for further information and documentation.

Sign Policy

Recent changes in House Bill were reviewed to be in conformance regarding Realtor signs. 36" minimum height was passed in July, must be allowed. Question regarding the heights, tabled to review the law.

Storage and Tool Sheds

No changes other than combining the two existing documents
John moved to approve, Ed second to approve as consolidated document, all in favor

2012 Budget Discussion

Tabled

Annual Meeting

Held in 2011 on Friday, verified it will be held on Friday of 2012

Amcor Trial Period Discussion

Ed Cameron addressed the homeowners, noting discussions began in 2006, initiated by him. Management was perceived as not uniform and policies were not clearly defined. Starting in 2007 and onward the policies have been formalized to ensure fairness to everyone. The Board can change, and you do not know who will volunteer to fill the positions. Property Manager (PM) is the one constant throughout the life of the community. The increase in payments is a small price to pay for the insurance as a homeowner.

Ed requested that homeowner questions be true curiosities as to how it operates and be productive, with well intended questions.

Ken Mooney – new to community, asked about agendas for the meetings, stated he does not see them. Agenda's are posted on the website and at the end of Oak Ridge and Country Lane, on the post.

Can we do a group e-mail to send agenda? We have asked for homeowners e-mails repeatedly, continue to get minimal participation. Amcor is capable of doing e-mail blast and can send. Amcor has requested and received 25 responses, plus obtained Jere's list. Please send your e-mail address to Robin. Board requested she send the e-mail blast, 48 hours prior to the meeting. Board package is prepared 5 to 7 days so the agenda may also be available earlier.

Don Evans asked why we need a Board of Directors if we have a PM? Thanked Board, but stated we volunteered. Response: PM has no legal jurisdiction over the property, they/she cannot make the decisions. Legally the board must be voted in by the homeowners. The amount of work required is intensive; volunteers do not want to be picked on by their neighbors. The Board does not want to pit itself against homeowners. Robin agreed that PM presents the professional face to the homeowners and has obtained good compliance already.

Fred Pulve thanked Robin. Neighbors do not need to confront one another in his valley community, he has worked with Amcor in the past, things have changed and problems have been resolved. PM is critical; many lenders will not give a loan if the property is not professionally managed. Prefer to receive letters from PM than neighbor. Board needs the professional help, the quantities of letters, etc is massive for volunteers.

Ed Cameron- most homeowners are probably concerned about the cost of a PM. Per the Balance Sheet for Aug – we are in a positive cash position, we have been accumulating cash. We pay \$36 per year in dues, which is very minimal to have a well run community. Extra cash in reserve allows us to have a PM. \$6000 per year will seem like a lot to owners, becomes \$1.26 per month per door. We can afford it, we know the costs, we will budget for it in 2012, small raise in dues, within the limits of what we are allowed to do.

Brenda Mooney asked how we control items and costs from the Amcor Statement? Treasurer presents to Board and the Board must approve these fees. No legal action can be taken by the PM without the Boards approval. The PM has no legal power, cannot spend money or sign checks.

Shirley Kealey expressed the impact to her life with Dan and living with him after neighbors had been frustrating to him. They bought in a community with an HOA because they wanted a nice community they could be proud of in Payson, and most homeowners did as well. Having Robin be the buffer – deals with people fairly, is open and patient, should be welcomed with open arms. The PM will save the Board.

Jere Jarrell stated the Board can raise the dues 20% per year, should the board choose 20% the maximum would be \$43.20 for 2012.

Jere stated he asked a real estate agent what is happening in Payson? Woodhill is selling better than any section in town because people want to live here.

Chris Tilley- Simple explanation is that Board sets policy and PM enforces it. Where is Amcor based and on 24 hour call? In Scottsdale, on 24/7 emergency call. We do not have Common Areas where a water line may break, etc. In that type situation she would call a plumber. She does receive calls around the clock, e.g. for gated communities.

Homeowners can call the answering service.

Can we add e-mail information and Amcor information to our website? Yes, we will do Ken Mooney – Robin is here every two weeks. HOA is required to enforce or remove the policies. PM drives around to determine what needs to be enforced. Ken's neighbor received a weed notice, she is a recent widower. Ken thinks he should be the one to tell his neighbor about her weeds. Robin's job is to be fair to everyone – one rule for all. This situation is an exception – call Robin and explain the situation. We cannot allow a neighbor to enforce with another neighbor. any homeowner can file any complaint, does not preclude inspections.

Courtesy notice gives 14 days.

Larry Jones asked about the handout available for homeowners general questions. Specifically whether we could hire a "Manager" or a Management Company? Either is allowed.

Don Evans asked where complaints come from? Almost 100% are neighbor complaints

Dody Moser asked if fee would increase after the trial period? Per the current agreement the fee will not increase, unless Jere no longer supports the financial portion.

We have a one million dollar liability policy and D & O policy to protect the Board.
Mark Miller expressed his initial reservations about a PM, and how he has now come to realize how essential the PM is to the Board.
Board asked Amcor to remove Board members contact information from website and replace with Amcor information.

HOMEOWNER'S OPEN FLOOR DISCUSSION

None beyond the Amcor discussion

ADJOURNMENT

Next Meeting: September 9, 2011 at 6pm

Motion to adjourn by Tammy, second by Clark, all in favor.

Meeting adjourned at 7:51pm

Move to Executive Session

8/12/11

WOODHILL HOMEOWNERS ASSOCIATION

MONTHLY MEETING GUESTS

<u>NAME</u>	<u>STREET ADDRESS</u>	<u>DATE</u>
Wm Peggy Parlop	605 N. Wilderness Tr	8-12-11
Victor + Dolores Moser	917 Wilderness Tr	8/12/11
Leo + Donna Palitta	900 W LANDMARK TR.	8-12-11
Dianne Nash	600 N Eagle Ridge Rd	8-12-11
Richard + Connie Adam	931 W. Country Ln.	8/12/11
Tom + Judy Hertscheimer	920 W. Landmark Tr	8/12/11
Chris Tully	907 W. Wilderness	
Chris Decker	820 W Oak Ridge Cir	
Larry + Larry Bugas	803 W. Country Lane	
Suzanne Davie	824 W. Country Ln.	
Ken + Brenda Moore	604 N. Oak Ridge	
Betty Barkers	717 N Forkhill	
Don + Shirley Kealey	900 Sherwood dr.	
Jeir Jerroll		
Don + Madeline Shedd	604 N. Blue Spruce	
Art Hirsch	608 Blue Spruce	

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MONTHLY MEETING GUESTS

<u>NAME</u>	<u>STREET ADDRESS</u>	<u>DATE</u>
Hollis Lilley	604 N Eagle Ridge Rd	08/12/11
Bill & Betty Foree	905 W Sherwood	8/12/11
Ann Young	408 N Rim Ranch	8-12-11
John & Patricia Summit	8041 N OAK HT	8-12-11
Ed Coch	600 N OAK DR	
John Shep	825 W. Country Ln	8-12-11
Larry Briggs	803 W. Country Ln.	8-12-11
DICK TORRENS	918 Country Ln.	
Wendy Seiler	821 W Country Ln	
Ed Coch	Prospector Circle	
Paul Pugh	805 N OAK HT Cir.	
Larry & Joanne Jones	817 W. Country Ln.	
Michelle Fulew	805 N Oak Pt Cir	8-12-11
Wilma Seely	Prospector Circle	8/12/11
Caro Gresh	904 W. Sundance Cir	8/12/11
DON EVANS	927 W. SHERWOOD DR.	