

**WOODHILL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
December 9, 2016**

CALL TO ORDER: Dave Bathke called the meeting to order at 6:03 p.m. The following additional Board Members were present: Bob Stewart (via telephone) and Ralph Thompson.

VACANT BOARD POSITION:

MOTION made by Dave Bathke to appoint Ralph Thompson to the vacant Board Member position, which the term expires 2018, second by Bob Stewart. The Motion carried unanimously.

OFFICER ELECTIONS:

MOTION made by Dave Bathke to appoint the following directors to the respective offices, second by Bob Stewart.

President – Dave Bathke

Vice President – John Summits

Treasurer – Bob Stewart

Secretary – Ralph Thompson

MINUTES: Robin Thomas read the minutes from the July 8, 2016, meeting.

MOTION made by Ralph Thompson to approve the minutes, second by Bob Stewart. The Motion carried.

TREASURER REPORT: The Board reviewed the financial statement from through December 9, 2016, as presented by Jere Jarrell. There are 12 disbursements from October 10, 2016 to December 9, 2016, totaling \$3,697.28. Total assets are \$37,450.67.

MOTION made by Dave Bathke, second by Ralph Thompson to approve the disbursements for October, November and December 2016. The Motion carried.

MOTION made by Ralph Thompson to accept the financial report presented by Jere Jarrell, second by Bob Stewart. The Motion carried unanimously.

ARCHITECTURAL REPORT: Dan Kealey reviewed the twenty (20) requests received since the last meeting. 19 were approved and 1 was denied.

Lot 183 Shed Request – The Board reviewed a request from the owner of Lot 183 regarding an attached shed/garage to the home, to match the existing appearance of the house.

MOTION made by Dave Bathke to give conditional approval that states the owner must obtain approval from the Town of Payson, about the appropriate permits and submit the same to the Association, obtain a letter from neighbor approving the addition and once he has the foregoing he can submit to the Association for final approval, second by Ralph Thompson. The Motion carried unanimously.

OLD BUSINESS: Dan Kealey discussed the drainage easement behind Lot 238. He met with Curtis Ward at the property to review the issue. Curtis Ward said that there is nothing the Town of Payson can do to solve this issue. Tom Cooka provided 2 proposals to dig out the existing drain and clean it out to correct the problem, then add rip rap to with concrete to the drain area so it won't wash out: 1) \$750.00 to use

a backhough to move the boulders and rip rap the channel, or 2) \$725.00 to do the project by hand versus bringing equipment into the ditch and disturbing neighboring property.

MOTION made by Dave Bathke to approve the bid from Tom Cooka for \$725.00 to dig out the ditch and existing drain behind Lot 238, add rip rap with concrete to help with the drain area, second by Ralph Thompson. The Motion carried unanimously.

NEW BUSINESS:

Accounting Services Contract – The Board reviewed the Accounting Services Contract from Jere Jarrell for \$2,000 for 2017.

MOTION made by Dave Bathke, second by Ralph Thompson to approve the Accounting Services contract. The Motion carried unanimously.

Drainage Easement Maintenance Contract – The Board reviewed the Drainage Easement Maintenance Contract from Tom Cooka for \$3,696 for 2017.

MOTION made by Dave Bathke, second by Ralph Thompson to approve the Drainage Easement Maintenance contract from Tom Cooka. The Motion carried unanimously.

2017 Budget – The Board reviewed the proposed budgets from Jere Jarrell. One budget keeps the annual fee at \$44.00 per lot, another budget reduces the annual fee to \$42.00 per lot, and the last option reduces the annual fee to \$40.00 per lot.

MOTION made by Dave Bathke to adopt the budget at \$44.00 per lot, per year, second by Bob Stewart. The Motion carried unanimously.

2017 Management Plan – The Board approved changing to quarterly meetings. March, June, September and December. AMCOR will draft the management plan

MOTION made by Dave Bathke to change to quarterly meetings in March, June, September and December, second by Ralph Thompson.

Vacant Board Position –

MOTION made by Ralph Thompson, second by Dave Bathke to appoint Fred Pulve to the vacant Board Position. The Motion carried unanimously.

MOTION made by Dave Bathke to give Jere Jarrell authority to sign checks in the off months with no meeting, provided he emails the expenses to the Board, second by Bob Stewart. The Motion carried unanimously.

There being no further business, the meeting was adjourned at 7:13 p.m.

Respectfully submitted,

Robin L. Thomas, CMCA, AMS
AMCOR PROPERTY PROFESSIONALS, INC.