



High Country Pines Unit 1 Homeowner's Association, Inc



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Minutes of 2023 Annual Meeting

September 23, 2023 @ 10 am

Heber Overgaard Fire District, Training Room

1. The meeting was called to order at 10:05 am by Dave Wiltberger, President.
2. Dave established that a quorum was present.
3. Dave welcomed the members attending, introduced the board members and officers present, and thanked the Heber Overgaard Fire Department for providing the venue for our meeting. Board members present included Dave Wiltberger – President, and Tim Wolfe – Vice President. Other officers present included Steve Vasey - Treasurer
4. Dave Wiltberger provided the President's Report He reviewed the newly developed mission, objectives, and methods. He also reviewed the 2022 Key Performance Indicators. Dave provided the results of the 2023 Survey of HOA members.

The HOA will be accepting nominations for the Board of Directors. Nominations are due by October 23, 2023. Ballots will be sent out on October 31 and will be due on November 30, 2023.

Dave reported on the purchase of the water company by Cactus State Utility Operating Company, LLC. They are working to refine the monthly invoices.

The construction on SR260 continues. Construction will continue through the Spring of 2024.

Dave reported on the sale of the property next to Circle K. The property sold in August. The new owner will need to go through a zoning hearing and a permit process before constructing any improvements. The Board has been in contact with representatives of Navajo County. Members will be notified of any upcoming public meetings.

5. Tim Wolfe provided the Vice President Report. The Board approved a revised set of Community Rules at the August Board Meeting. The Community Rules are available on the webpage.

The Board also approved a records retention document. The HOA files have been digitized and placed on the Google Drive. Documents were retained and digitized per the records retention document.

6. The HOA Board Secretary, Kathy Somes was on vacation and could not make the meeting. Dave provided the Secretary's report. The Minutes of the 2022 Annual Meeting have been posted on the webpage. Dave also reported that the Spring 2023 newsletter had been sent out. It is also available on the webpage. The Fall 2023 newsletter will be sent out by the end of the month.
7. Steve Vasey provided the Treasurer's Report. Tim prepared a Five-year Financial Statement (2018 to 2022). This was developed in response to the requirements of the Bylaws to provide an independent review of the HOA's financials. Over the last five years the spending has been consistent with the approved budget, and with annual trends.

Steve reviewed the current financial statement.

He also reviewed the 2024 draft budget. The proposed income and expenses are balanced.
8. Tim Wolfe provided an update on the greenbelt maintenance. The weeds along the roads in the common areas will be removed this Fall. This is included in the current budget. Next Spring the Board will review the dead trees within the greenbelt. The funding has been included in the draft 2024 budget.
9. The Board thanked Alan Tripp for his assistance in maintaining the website. Tim provided a demonstration of the newly revised webpage.

Drew Stewart has been maintaining the Facebook page. Drew recently sold his home and is no longer a resident at High County Pines. The Board thanked him for his years in supporting the Facebook Page. Given this change the Board decided to shut down the Facebook page. There will no longer be an HOA sanctioned page.
10. The Board is currently looking for a new Chairman for the Architectural Committee. Dave reported that there is a new request for Architectural Committee Review Form on the webpage.
11. The next meeting of the Board of Directors will be on Saturday, November 4, 2023, at 10:00 a.m., at the HOA Office, 2918 Highway 260, Suite C, Heber, AZ 85928.
12. The members present were provided an opportunity to make comments.
13. The meeting was adjourned at 11:50 a.m.

HIGH COUNTRY PINES UNIT 1 HOMEOWNERS ASSOCIATION

Mission

Our mission is to establish the nature of the use and enjoyment of High Country Pines Unit 1 subdivision and to insure a plan for uniform development, and to enhance and protect the value, desirability, and attractiveness of the property, - Declaration of Restrictions Introduction, Rev. March 20, 1985

OBJECTIVES

Promote Health and Safety

- Fire restrictions
- Vehicle safety
- Dogs
- ATV's/UTV's
- Fireworks
- Trespassing

a. Newsletter
b. Distribute community rules

Insure a Plan for Uniform Development

- Architectural reviews

a. Architectural Committee

Protect the Value, Desirability, and Attractiveness of the Property

- Weeds
- Littering
- Dead trees
- Junk and trash
- Trash pickup
- RV's & trailers
- Noise

a. Community rules
b. Courtesy notices
c. Violations
d. Fines
e. Request for parking exceptions
f. List of services

Manage Shared Amenities

- Greenbelt
- Entry sign

a. Service contracts

Represent the Association on Local Issues

- Water company
- Development near the subdivision
- Local fire restrictions
- Highway improvements

a. Coordination with local officials and companies

METHODS

**HIGH COUNTRY PINES UNIT 1
KEY PERFORMANCE INDICATORS
Calendar Year 2022**

General Information

Number of lots	140
Number of unique owners	124
Properties with buildings	107
Properties with no buildings	33
Number of full time residents	20
Percent full time residents	16%
Number of property transfers	10

Promote Health and Safety

Number of newsletters sent out	3
Community Rules sent out via mail	1

Uniform Development

Architectural Committee reviews	7
Reviews approved	7
Number of new builds	2

Value, Desirability, and Attractiveness

Courtesy letters sent	64
Violation letters (2nd) sent	9
Violation letters (3rd) sent	1
Parking exemptions in place	6

Manage Shared Amenities

Dollars spent on greenbelt	\$1,475
Dollars spent on entry sign	\$0

Local Issues

Meeting with Cactus State - 5/8/22

Financial

Annual Budget	\$12,485
Dollars collected	\$13,885
Dollars spent	\$11,491
Reserve balance	\$73,885

High Country Pines Unit 1, Homeowners Associations

Results of 2023 Survey of Homeowners

A survey was sent out with the 2023 Dues renewal. Homeowners were asked to respond to the following question:

On a scale of 1 to 5, how do you think the Home Owners Association is doing?

- 5 rating: 60 (82%)
- 4 rating: 8 (11%)
- 3 rating: 5 (7%)
- 2 rating: 0 (0%)
- 1 rating 0 (0%)

Results

- There are currently 124 HOA homeowners. The 73 homeowners that responded represent 59% of all homeowners.
- 93% of the respondents felt the HOA was doing favorably or very favorably. Only 7% of the respondents felt neutral on their response. No one give a rating of poor or very poor.
- Given that the two years prior to this survey were during the peak of COVID-19, and that the Homeowners Association had not been meeting in person, and had to cancel one of the Annual Meetings, the results are very favorable.

HIGH COUNTRY PINES UNIT 1

Heber, Arizona

2024 Draft Budget

Income	Amount
100 Dues	\$8,460.00
110 Property Transfers	\$1,100.00
120 ARC Fees	\$60.00
130 Sublease Rent (5 months)	\$1,275.00
140 Transfer from Reserve	\$2,580.00
150 Miscellaneous Income	\$100.00
Total Income	\$13,575.00

Expenses	
200 Office Supplies/Postage	\$350.00
201 Office Rent (5 months)	\$3,125.00
202 Office Utilities	\$0.00
203 Web Fees	\$125.00
204 PO Box Rental	\$140.00
210 Greenbelt Maintenance	\$4,000.00
211 Legal Expenses	\$3,000.00
212 Accountant Fees	\$50.00
220 State Taxes	\$50.00
221 Property Taxes	\$25.00
222 AZ. Corporation Commission	\$10.00
223 Insurance	\$900.00
230 Picnic	\$1,500.00
240 Transfer to Reserve	\$0.00
250 Miscellaneous Expenses	\$300.00
Total Expenses	\$13,575.00

Board approved xx/xx/2024

High Country Pines Unit 1 HOA Annual Meeting
September 23, 2023

Name	HCP Lot Number or Address
Sherry ConRAD	#50 3476 HighCountry.
Linda Powers	#95 " "
George & Tana Gollick	123
Jodi Akers	128
Steve Vasey	#2
Jeff & LDean Burkhardt	#116 ☺
DON & JOYCE PLATE	#35
RAY ARNOLD	#96
Jesse Hernandez	3428 Highcountry
Walt Woyts	1591 HCD #20
Tim Wolfe	Lot 77
Dave Willberger	Lot 108/109
Matt Eddleman	Lot 171
Caller #1	
Caller #2	
Caller #3	