

Woodlands Village ROA
Board of Directors Meeting
November 8, 2018 at 5:30pm
323 S. River Run Road Ste. 1
Flagstaff, AZ

Minutes

Call meeting to order

The meeting was called to order at 5:37 p.m. A quorum was established with the following board of directors present (P) and absent (A)

P	A	P	A
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Also Present:

Katy Kuhns, Community Manager
 Reid Miller, City of Flagstaff Traffic Engineering
 Stephanie Sarty, City of Flagstaff Traffic Engineering

Member comment period/Guest Comment

-Ms. Sarty and Mr. Miller were present to discuss some parking concerns brought forward by the ROA. The City performed a brief traffic study on Highland Mesa Road and Univeristy Avenue, the results were presented by Ms. Sarty, the raw data will be emailed to the board, so it has additional information not presented at the meeting. Discussion took place about possibly restricting parking on either side of Highland Mesa Road and educating owners on the street designs in the neighborhood. The Board will discuss possible alternatives and be back in touch with the City.

-Mr. Wilson, speaking as the owner of lot 293, brought forward concerns he had with discussion that took place at the September board meeting during the member comment period. He requested that the draft minutes from the September board meeting be revised.

Review meeting minutes

The minutes from the September 27, 2018 Board of Directors meeting were reviewed. Mr. Kolb made a motion to not approve the minutes and to allow Mr. Wilson to submit proposed revisions. Mr. Wilson seconded the motion and all board members in attendance approved.

-The executive session minutes from September 27, 2018 meeting were reviewed. Mr. Kolb made a motion to approve the executive session minutes. Mr. Brink seconded the motion and all board members in attendance approved.

Review financial reports and proposed budget

The September and October 2018 financial report was reviewed.

-Mr. Wilson reported that he reviewed the detailed reports and everything appeared to be in line. Mr. Kolb made a motion to approve the reports, Mr. Brink seconded the motion and all board members in attendance approved.

-Engagement letters were reviewed from HintonBurdick CPA and Advisors to prepare the annual compilation and tax return. Mr. Wilson made a motion to approve the CPA to perform the work. Mr. Brink seconded the motion and all board members in attendance approved.

-The proposed budget for 2019 was reviewed and discussion took place about the insurance policy up for renewal in January 2019. Mr. Brink made a motion to renew the insurance policy with Labarre/Osknee as long as the premium does not exceed \$9k. Mr. Kolb seconded the motion and all board members in attendance approved.

-Mr. Kolb made a motion to approve the proposed 2019 budget with an adjustment to the annual assessment; he proposed that the assessment be reduced to \$145/lot for 2019. Mr. Brink seconded the motion to reduce the assessment to \$145 and approve the 2019 budget. All board members in attendance approved.

Homeowner letters

-Letters from owners were reviewed. Discussion took place regarding installing a dog pot in one of the ROA common areas and a trash can at the playground. No action was taken. A concern was brought forward by a board member about the residents from The Arbors walking their dogs on ROA common area, SREM will reach out to the condominium association.

Old Business

- Mr. Brink reported that he is still working through the mailbox maintenance.
- Morning Dew Landscaping (MDL) had not gotten to the tree work in the Cliffview common area, the Board agreed it still wanted the work to be done, but to have MDL perform the work in 2019.
- A member had painted the monument entrance sign on Highland Mesa Road and volunteered to paint the one on Univeristy Avenue as well. With appreciation, the Board had no problem with the owner volunteering his time performing the work.
- Discussion took place about revisions that should be made to the Enforcement Policy, to make the policy consistent. Mr. Wilson made a motion to table the discussion until the February board meeting, Mr. Kolb seconded the motion. Discussion took place, the vote was taken, Mr. Wilson and Mr. Kolb approved, Mr. Brink opposed tabling discussion, Mr. Zarkou and Mr. Komperda abstained. The policy will be reviewed again in February.
- The Board reviewed the proposed revisions to the AC Rules; no concerns were brought forward and the Board supported the AC in approving the changes.

New Business

- Resolution 2018-03, to suspend voting rights at the 2019 annual meeting was reviewed. Mr. Wilson made a motion to approve the Resolution, Mr. Kolb seconded the motion and all board members in attendance approved.
- The proposed management contract was reviewed; brief discussion took place. Mr. Zarkou made a motion to approve the management contract, Mr. Kolb seconded the motion and all board members in attendance approved.
- Brief discussion took place about enforcing on street parking, discussion was tabled until after the annual meeting.
- Discussion took place about newsletter topics and purchasing bulk trash schedule magnets. The newsletter and magnets would be mailed with the annual assessment notice.

Violations

-The violation report was reviewed. No inspection will take place in December.

Next Meeting Date

The next meeting will be the annual meeting on either January 14th or 21st at 6:00pm at the public library.

Meeting Adjournment

The open meeting adjourned at 8:06 pm.

Respectfully submitted,
Sterling Real Estate Management

Approved by the Board of Directors



Officer

Secretary

Title

4/18/19

Date