

# Woodlands Village ROA Board of Directors Meeting

October 22, 2019 at 5:30pm  
323 S. River Run Road Ste. 1  
Flagstaff, AZ

## Minutes

### Call meeting to order

The meeting was called to order at 5:30 p.m. A quorum was established with the following board of directors present (P) and absent (A)

<b>P</b>	<b>A</b>	<b>P</b>	<b>A</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	David Brink, President	<input checked="" type="checkbox"/>	Jason Cureton, Secretary
<input checked="" type="checkbox"/>	Andrew Zarkou, Vice Pres.	<input checked="" type="checkbox"/>	Brian Kolb, Director
<input checked="" type="checkbox"/>	Brian Lee Wilson, Tres.		

### Also Present:

Katy Kuhns, Community Manager  
 City of Flagstaff Parks and Rec: Rebecca Sayers, Shawn Mullaney, Amy Hagin. Charity Lee, City of Flagstaff Real Estate Manager

### Member comment period/call to the public

-The City officials were in attendance to present its preliminary ideas about a city neighborhood park on the City's property near Staples. The Board would take the information under advisement and get back to the City after it discusses the matter more.

### Review meeting minutes

-The minutes from the June 27, 2019 Board of Directors meeting were reviewed. Mr. Wilson made a motion to approve the minutes, Mr. Kolb seconded the motion and all board members in attendance approved the minutes as submitted except Mr. Zarkou and Mr. Wilson, they abstained.

-The minutes from the September 6, 2019 Board of Directors meeting were reviewed. Mr. Zarkou made a motion to approve the minutes, Mr. Kolb seconded the motion. Mr. Wilson made a motion to amend the original motion with a revision to the minutes, to remove the phrase about the board beginning parking enforcement. Mr. Zarkou seconded the motion and the vote was taken as follows: In favor: Mr. Wilson. Opposed: Mr. Zarkou, Mr. Kolb, Mr. Brink. Abstain: Mr. Cureton.

The vote was called for on the original motion to approve the minutes as originally submitted: all board members in attendance approved the minutes as submitted except Mr. Wilson, he did not approve.

-The executive session meeting minutes from the June 27, 2019 Board of Directors meeting were reviewed. Mr. Kolb made a motion to approve the minutes, Mr. Cureton seconded the motion and all board members in attendance approved the minutes as submitted except Mr. Zarkou and Mr. Wilson, they abstained.

### Review financial reports

The June - September 2019 financial report was reviewed.

-Mr. Wilson reported that the financials were on track as expected. Mr. Wilson made a motion to approve the financial report as presented, Mr. Zarkou seconded the motion and all board members in attendance approved.

-Engagement letters from Stephens & Company PLLC, to perform the 2019 tax preparation and financial compilation, were reviewed. Mr. Wilson made a motion to approve the engagement letters, Mr. Kolb seconded the motion and all board members in attendance approved.

-Draft 2020 operating budget was reviewed. Mr. Wilson made a motion to adopt the budget with a reduction in the assessment by \$5/lot. Mr. Kolb seconded the motion. Discussion took place about holding it at \$145/lot for one more year. The vote was called for and all board members were in favor of the motion to reduce the assessment by \$5/lot. Mr. Wilson made a motion to adopt Resolution 2019-04 approving the budget and reduction in the annual assessment.

### Old Business

-Brief discussion took place about playground maintenance. All board members were in favor of having the swing bushings serviced the next time the Playground Police are in town for the routine inspection.

New Business

- The Board reviewed a letter from one of the insurance carriers, all board members were in favor of renewing the policies if they are within the budgeted amount.
- The Board discussed and agreed to have the basins weed whacked, if needed.
- The Ice Cream Social for 2020 was set for Saturday, June 6<sup>th</sup>.
- Tentative annual meeting dates were selected. Mr. Cureton made a motion to adopt Board Resolution 2019-05, suspending the voting rights of members if their account has a delinquent balance at the time of the annual meeting. Mr. Wilson seconded the motion and all board members in attendance approved.
- All board members were in favor of purchasing bulk trash magnets and continuing with the same snow removal vendor.

Parking

-Discussion took place about on street parking enforcement and the upcoming winter parking ordinance that will go into effect on November 1. Mr. Brink had put together some draft letters for the board to consider. Mr. Wilson made a motion to table discussion of the letters, the motion died. Mr. Kolb made a motion to table the letters until the next board meeting and have a board member make additional revisions to the proposed letters. Mr. Wilson seconded the motion. Discussion took place and Mr. Kolb withdrew his motion. A separate meeting will be called to discuss the matter further.

Homeowner letters

-Letters from homeowners were reviewed and SREM was directed on how to respond.

Violations

-The violation report was reviewed.

Next Meeting Date

The next meeting will be set for early November at SREM.

Meeting Adjournment & Executive Session

The open meeting adjourned at 7:34 pm.

Respectfully submitted,  
Sterling Real Estate Management

Approved by the Board of Directors

SC 2/20/20

Secretary  
\_\_\_\_\_  
Officer

Secretary  
\_\_\_\_\_  
Title

SC 2/20/20  
#2/20/20  
\_\_\_\_\_  
Date