



November 28, 2014

Dear Woodbine Homeowners,

As 2014 is coming to a close we would like to summarize the progress this year at Woodbine and give you a look at what is on the agenda for next year.

1. Your HOA Board of Directors

This has been a very administrative year for the 2014 HOA Board members who have volunteered much of their personal time to serve the homeowners this year. During 10 meetings and many e-mail exchanges decisions were made that seemed to be in the best interest of the property as a whole (meeting minutes posted on website – Woodbine-hoa.com). Unlike the 2013 HOA Board which was responsible for the successful oversight of the restoration of a physically deteriorating property and the expenditure of \$78,000 for renovations, this year the focus was mainly on management practices and relationships – lots of work that was not so visible.

At the annual homeowners meeting in **February** new Board members were elected to replace those members who had contributed their time over the past couple of years and decided to retire; their service was much appreciated. There was also a healthy discussion of HOA finances and practices associated with such and because of some misconceptions that had been circulating a Finance Committee emerged to address a future direction for expenditures and financial policies.

At the **May** meeting there was a presentation by Finance Committee representative Connie Mitchell, a presentation which asked many questions and made many proposals for more efficiency in spending of HOA funds. The Board took the presentation under advisement and in **June** sent a reply to the Finance Committee addressing every topic in the presentation, adopted some recommendations as well as requested more dialogue on several items. The proposal and responses are posted on the website under *Important Notices*.

In **July** the Board was presented an offer to support the sale of the 66-unit Woodbine Apartments owned by the Tomlinson group, which would have meant that the clubhouse, pool and other amenities that are located on that side would soon be off limits to the homeowners in the Woodbine Condominiums. Much discussion, analysis and consideration over a few week period resulted in opposition by the HOA Board to the sale proposal as it was presented and hence the sale did not happen.

During the spring and summer months there was considerable attention given to the HOA relationship with the Tomlinson group in an effort to resolve some long standing issues regarding roofing shingles and the re-roofing of buildings R, T, & U. Additionally there was an effort to develop written guidelines for future interaction between the HOA and Tomlinson regarding the potential annexation of other apartment conversions into condominiums.

There was a meeting in **September** with the Tomlinson group to clarify the perspectives of each party. At the heart of this meeting was a 97-page research paper produced by Pro Management that attempted to document everything in writing that could be found relating to the roofing & shingle issues. A 4-page executive summary of this document can be found on the Woodbine-HOA.com website under *Important Notices*.

In **October** a first draft of the 2015 Budget was presented and discussed; revisions to the budget were discussed at the **November** meeting. Also in **November** a follow-up meeting with the Tomlinson group resulted in a positive outcome, a quick summary of which is as follows:

1. Discontinue all discussion about the 2009 'missing' shingle issue... who was in charge, who did what, when, etc. The inquiry as to who was responsible for the usage or theft of perhaps \$35,721 worth of shingles, while not resolved to everyone's satisfaction will no longer be an issue between the HOA and Tomlinson. Case closed!
2. To fulfill a promise to re-roof buildings R/T/U Tomlinson has offered the HOA **\$40,000 to be paid into our reserve account** whenever we agree to the settlement; we have bids for the job at \$44K and \$49K at this time.
3. We will pick a contractor and a time for the work whenever we like (probably next Spring) and they will then re-roof phase 6 & 7 at the same time as we do ours (now or 2 years from now) , maybe using the same contractor.
4. Drop any claim that the HOA is responsible to Tomlinson for the corner pond upkeep that occurred last spring.
5. Develop a written *Memorandum of Understanding* regarding our relationship going forward. This document will be more of a legal contract based on an updated *Reserve Study* which will be the basis for the conditions that each property needs to maintain up through the phase 6 & 7 annexations. The Reserve Study will be done next spring as well. The roofing Settlement Agreement and Memorandum will be crafted by the attorneys for the HOA and Tomlinson respectively and will be posted on the website when complete.

While 2014 was not controversial or dramatic in style, it did produce substantial accomplishments by your Board of Directors who should be commended for their dedicated contributions to the quality of life at Woodbine.

6. 2014 Property Improvements

2014 was a great departure from the 2013 renovation of Woodbine with limited improvements being initiated for the property; approximate expenditures (\$24,100) through October for major projects are listed below:

- \$1000 Installation of new pool heater
- \$2900 Installation of new spa pump and jets repair
- \$3600 Re-routing of R/T/U irrigation for cost cutting
- \$4000 Repairs to deteriorating wood berms, stairways and steps
- \$6100 Tree trimming, dead growth removal, and pruning for future health and tree growth
- \$6500 Enhanced pest control (much improved in 2014!) and nutrition for trees and shrubs

Note: The reserve account has also grown **from \$85,350.12 on January 1st to \$114,387.51 as of November 30th**. \$2400 more will be added in December 2014 as well as the \$40,000 from Tomlinson to re-roof buildings R/T/U.

7. 2015 Dues

As noted in the October 2014 Board Meeting Minutes it has been decided to be in the best interest of Woodbine Condominiums that **a dues increase of 5% will be instituted as of January 2015**. This decision came after much debate and consideration from the Board. Being that there was no dues increase in 2014 and looking ahead at the various physical needs of the property, this motion was unanimously passed which will increase revenues for the property by about \$14,879. It was also proposed and decided that **40% of the dues increase would be allocated to the Reserve Account** so that instead of reserving 10% of dues each month Woodbine will now reserve 12%. This will help grow the reserves to address future major expenditures --- like exterior painting which may cost nearly \$200,000 over time.

On a final note we need to announce that for professional reasons Pro Management will no longer be employing Krista Anderson as the Woodbine office manager. Currently, Katy Madrid, who has worked with Woodbine over the past two years, will assume these duties for the time being.

Sincerely,
Your Pro Management Staff

Office Hours: Monday 10 am – 6 pm / Tuesday through Friday 10 am-2 pm

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