



NOTICE OF SPECIAL MEETING

TO: Woodlief Homeowners
FROM: Woodlief Board of Directors
DATE: March 28, 2018
Re: 2018 Special Meeting Notice

Pursuant to the By-laws of Woodlief Community Association, Article 3, Section 5, you are hereby given ***Notice of the Special Meeting*** to be held:

Date: May 1, 2018

Time: 7:00 pm

Place: Woodlief Clubhouse
5065 Wells Drive
Evans, GA 30809

Please find enclosed:

1. Agenda
2. Letter from President
3. Proposed Amendment
4. Ballot

The purpose of the special meeting is to present an Amendment to the Declaration.

Please note that homeowners who are shown to be more than thirty (30) days delinquent in any payment due the Association will not be eligible to vote at the meeting.

If you are unable to attend the Annual Meeting, please sign and forward your ballot to:

By Fax: (706) 780-6515

**By Mail: Woodlief Community Association Inc.
C/o CMA
723 Industrial Park Drive; Suite 1
Evans, GA 30809**

By Email: msutton@cmacommunities.com

Ballots sent to CMA must be received by 5:00 pm on April 30, 2018 to be counted or given to another homeowner and presented before the meeting is called to order.

Woodlief Community Association
Special Meeting
May 1, 2018
7:00PM

Agenda

- I. Welcome
- II. Proposal of Amendment
- III. Question and Answer Session
- IV. Vote
- V. Annoucement of Results
- VI. Adjournment

Notice of Special Meeting for Members of The Woodlief Community Association, Inc. to discuss and vote on implementing a fining system

When: Tuesday, May 1, 2018 at 7:00 PM EST

Where: Woodlief Clubhouse, 5065 Wells Drive, Evans, GA 30809

Who should attend: All Members as defined by the Declaration of Covenants and Restrictions. Generally defined, Members are the Owners of residential lots/dwellings in Woodlief. Tenants/Renters are not members. Members must be current on HOA dues to vote. Members who are unable to attend in person may vote via the proxy ballot which must be returned prior to the meeting date.

The purpose of this meeting is to discuss implementing a fining system which might discourage the violation of covenants and assist the association in enforcing covenants. Attached is Schedule of Fines for consideration.

While serving as the association's president for the Board of Directors since September 2016, I have determined that the association does not have sufficient means to enforce covenants. When covenant violations are discovered, our protocol is to send a written notice to the home owner. If the violation continues, we send additional notices. Our attempt to enforce covenants has been limited to providing notifications. The only penalty we can currently impose is restricting use of the pool and clubhouse. Most of our covenants are not enforceable by the Columbia County Sheriff's office; they have been called numerous times for assistance and most matters are deferred back to the association for enforcement.

I have consulted with several attorneys who practice real estate law, our neighborhood contact for our developer Regis Development Co., Inc. and Stephen Beazley Builders, Inc., and our property management company (Community Management Association). I have learned that other communities in Columbia County who have restrictive covenants utilize a fining system to assist in enforcing the covenants.

Prior to the meeting, I encourage you to review our covenants and amendments which are all posted on our website at www.woodlief.org. Click on the Pages & Links tab and you should find a Covenants and Amendments section. I recommend you review in order: Covenants – Section 1, Amendment 2, Amendment 3, Amendment 4, By Laws.

Dustin Young

Dustin Young

President of The Woodlief Community Association, Inc.

The Woodlief Community Association, Inc.

Schedule of Fines

WHEREAS the Declaration of Rights, Restrictions, Affirmative Obligations and Conditions Applicable to Woodlief dated November 10, 2003 and recorded in Columbia County, Georgia, as subsequently amended, provide that the Board of Directors shall have the power to impose reasonable fines, which shall constitute a lien upon the Owner’s Lot, and to suspend an Owner’s right to vote or to use the Common Property for any violation of the Declaration, Bylaws, or any other Association rules and regulations to include clubhouse and pool rules.

LET IT BE RESOLVED THAT the following Schedule of Fines will be followed:

1. The Board of Directors is authorized to enforce timely assessment payments from owners, compliance with the governing documents and other policies enacted in accordance with the governing documents by assessing monetary penalties against homeowners for themselves, their guests, family and renters who are in violation of the restrictive covenants, community policies, clubhouse rules or pool rules.
2. Fines for specific offenses are:

Schedule of Fines		
Violation	Fines per Occurrence	Additional Fine per Day
Landscape Maintenance and Prohibited Landscaping	\$10.00 per occurrence	\$5.00 per day added to occurrence fine
Architectural Violations including but not limited to : Exterior of all Buildings, Storage Buildings, Fences, Garbage Receptacles, Unapproved Structures, Satellite Dishes	\$10.00 per occurrence	\$5.00 per day added to occurrence fine
Parking Violations	\$10.00 per occurrence	\$5.00 per day added to occurrence fine
NSF Checks	Bank fee added to occurrence fine	
Attorney & Collection Fees	Added to occurrence fine	

Notice and Response The Board or its delegate shall serve the alleged violator with a written notice describing (a) the nature of the alleged violation, (b) the proposed sanction to be imposed, (c) the alleged violator shall have ten (10) days to present a written rebuttal to the Board or its agent, and (d) a statement that the proposed sanction may be imposed as contained in the notice unless a rebuttal is received within ten (10) days of the notice. If the alleged violator cures the alleged violation and notifies

the Board or its agent in writing within such ten (10) day period, the Board may, but shall not be obligated to , waive the sanction.

This Schedule of Fines is made and entered into this _____ day of _____, 2018.

Dustin Young
As its: President

Staci Coleman
As its: Treasurer

WOODLIEF COMMUNITY ASSOCIATION, INC.

**WRITTEN BALLOT TO VOTE FOR
THE PROPOSED AMENDMENT**

INSTRUCTIONS

Please complete the ballot on the bottom half of this form to cast your vote on the proposed Amendment for WOODLIEF COMMUNITY ASSOCIATION, INC.

By completing this Written Ballot, you are given the opportunity to vote for or against adoption of the Proposed Amendment. Upon completion, please return your Written Ballot to Community Management Associates, c/o Melissa Sutton, 723 Industrial Park Drive, Suite 1 Evans, GA 30809. Your Written Ballot may also be sent via email to msutton@cmacommunities.com.

In order for your Written Ballot to be counted, it must be received by the Association on or before Monday, April 30, 2018 at 5:00 pm.

In order to meet the quorum requirements imposed by Article III, Section 5 of the Declaration, ballots must be returned by Unit Owners representing at least sixty percent (60%) of all the votes of Members in the Association. In order to be adopted, the Proposed Amendment must receive the affirmative vote of a majority (51%) of the Members of the Association, once a quorum has been obtained. A separate ballot should be completed for each Unit. All ballots must be dated and signed.

BALLOT

The undersigned being the owner of the Unit identified below within the Woodlief development, and on behalf of any co-Owners of said Unit, hereby casts one (1) vote as follows on the Proposed Amendment. [Please check the appropriate line below]:

_____ In favor of the adoption of the Proposed Amendment

OR

_____ Against adoption of the Proposed Amendment

Signature of Owner(s)

Printed Name of Owner(s)

Unit Address

Email

Date

In order to be counted, this ballot must be received no later than Monday, April 30, 2018 at 5:00pm.