



Villas 46A

Homeowners Association

New Homeowner Information

The Villas 46A is a typical condo homeowners association with typical By Laws, Rules, and Governance structure. You own the interior of your Unit and can do with it pretty much as you like, while the exterior, the roof, the grounds, the infrastructure, and IronOaks amenities are owned in common and maintained by your dues

If you re new to condos, yes, you ll pay dues to both the Sun Lakes SLHOA3 and Villas 46A, but in exchange you ll be relieved of responsibility for external (outside) maintenance expenses. Most of our homeowners find the Villa living carefree and reasonable.

In this document we have highlighted some of our resources. Our website is also designed to help you get to know the ins and outs of 46A and your Sun Lakes community in general

Board of Directors for Villas 46A HOA

<u>Name</u>	<u>Position</u>	<u>Phone</u>	<u>Email</u>
Mike Meyer	President	602-677-8357	mike7meyer@yahoo.com
Bo Walden	Vice-President	480-252-2219	bo.walden@yahoo.com
Chloe Hanken	Secretary	602-315-6889	chloehanken@msn.com
Ray Burbank	Treasurer	602-292-3966	ray@burbankinc.com
Margaret McCabe	Director at Large	651-341-2401	margaretmccabe@yahoo.com

ADMINISTRATION

<u>Name</u>	<u>Position</u>	<u>Phone</u>	<u>Email</u>
Terry Craig	Unit Captain	412- 708-6497	teresalcraig@gmail.com
Krystle Scally	Accounting	480-597-7395	krystle@krystleaccounting.com
Karen Jorgensen	Transcriber	480-802-4020	kkaren.jorgensen@gmail.com
Doug Anderson	Landscape Mgr.	602-750-1140	doug@dbjmaintenance.com
Craig Paddock	Maintenance Mgr.	480-469-8772	xbudguy@msn.com

The Board of Directors schedules at least four meetings per year (open to all owners) to manage HOA business and encourage participation in Villa affairs. Governance Documents, minutes of meetings, current financial reports, and 46A s annual budgets are housed in the Oakwood Country Club Library and are also archived electronically on the Villas website (<http://villas46a.org>). Every owner s Title Company should have, in their closing package, included a CD containing Governance Documents for both SLHOA3 and 46A. If not, and if having one is important to you (as mentioned above, the information is readily available on-line and in the Oakwood Clubhouse library), contact our Unit Captain for help getting the CD

Iron Oaks Patrol 480-797-6508

If you are a seasonal resident there is an option is to fill out a vacation form at the IronOaks Patrol office when you are going to be gone (either as a seasonal resident or on vacation). The Sun Lakes Patrol will make rounds while you are away and will notify you, or your emergency contact, of any

Unit Captain

Terry Craig (412) 708-6497

The Unit Captain serves as liaison between homeowners and HOA 3. The Captain attends HOA 3 meetings, informs 46A members about current Iron Oaks concerns, and transmits issues raised by 46A owners to HOA3 s Board and Management.

Villas 46A Communications

Villas 46A maintains its own Villa-specific site (<http://www.villas46a.org>) and email communication system. The former hosts general information about Villas life, provides ready access to 46A s governing documents, and offers an electronic form for submitting requests to our Maintenance Manager via *Building Care Requests*” and to our Landscape Contractor via *Landscape Care Request*”. It also contains a feature for opting into our internal-to-the Villas email function. This requires proactively joining the Villas distribution list, whose security is controlled and maintained by Constant Contact, a pre-paid on-line service by the HOA. By signing up, we will keep you abreast of current 46A news and advised of the HOA s upcoming social and governance-related events.

To supplement information, we recommend that you connect with the Iron Oaks website. Information is continually flowing from and archived by SHHOA3 via its website (<http://www.ironoakshoa.com>) and its *Stay in the Loop*” email service (available to subscribing homeowners thru the site s (Stay Informed tab).

Villas 46A and SLHOA3 Member Assessments

Homeowners in the Villas 46A are members of both the Villas 46A Homeowners Association and IronOaks SLHOA3. 46A assessments are due quarterly while the SLHOA3 s semi-annually. For current assessment rates and other financial information, contact 46A s Accountant. Assessments are easily and automatically paid on time by signing up for Sure Pay; something almost all 46A owners have done. It greatly simplifies and expedites 46A s fee accounting. For more information or help with Sure-Pay sign-up, contact our accountant,

Insurance

General Liability Insurance, Directors, Officers, and Volunteers Insurance, Fiduciary Liability Insurance, and Property Insurance for the exterior shell of buildings from the unfinished drywall to the outside is paid for by your Villas 46A HOA assessment. A copy of the **Certificate of Insurance** can be obtained by contacting Foothills Insurance Company at info@foothillsinsurance.com.

Your request should include your name, address, Villas 46A lot #, and both your telephone and fax numbers. They will also need (if applicable): The name and address of loan company including phone and fax numbers along with the loan number.

For additional information call: 480-759-1970.

It is, however, very important that you secure home/property insurance covering your unit from the drywalls in. The policy should cover the unit s contents, personal property, exterior deductibles and liability.

Helpful Phone Number

Cable TV/Network Access	Orbitel	480-895-8084
Directv	AT&T (Directv)	1-800-531-5000
Dish TV	Dish TV	1-855-318-0572
Electric	Salt River Project (SRP)	602-236-8888
Fire Department	Sun Lakes Fire Department	480-895-9343
Gas	Southwest Gas	480-730-3610
Iron Oaks ALC	Architectural Dept. Oakwood Country Club	480-802-2776
Patrol	Sun Lakes Patrol	480-797-6508

Sheriff	Maricopa County Sheriff Department	602-876-8477
Sheriff Posse	Sun Lakes Sheriff 'Posse	480-895-8751
Stone and Barrel	Oakwood Country Club	480-317-3605
Sun Lakes Concierge	Oakwood Country Club	480-895-7275
Telephone	CenturyLink	866-963-6665
Trash	Republic Services Cust. Service/Jennifer Guzman	480-686-7725
Recycle	Republic Services Cust. Service/Jennifer Guzman	480-686-7725
TV (DSL)/Internet Access	CenturyLink	866-963-6665
Waste	Pima Utility Company	480-895-1366
Water	Pima Utility Company	480-895-1366
Water Emergency	Pima Utility Company	480-895-5009

The Villas 46A website also contains a list of helpful phone numbers

Trash and Recycling Pick-Up

Trash pick-up is contracted and paid for by your assessment. Pick-up is early every Tuesday and Friday morning. You may place your trashcan at curbside after 6 PM the evening before the scheduled pick-up day. On the day of pick-up, please retrieve your can as soon as possible. Trash cans should be stored in your garage.

Villas 46A Homeowners can sign-up for weekly recycle pickup, which is optional. The cost is \$9.70 per month. As of July 1, 2022, there will be a Fuel/Economic Recovery Fee added to the monthly cost for this service.

To sign up, you would need to provide your name, villa address, email address, phone number and whether you want a small recycle container or a large one. You should email this information to our Republic Services Account Representative, Jennifer Guzman at JGuzman@republicservices.com.

Outside Property Care and Maintenance

The Association's Maintenance and Landscape contracts, paid for with your assessment, manage exterior maintenance of the Villas 46A. This includes, landscaping, painting, roof repair, and other outside property necessities administered by the Association. A listing of what is covered and not covered is available on our website. If you see an urgent situation (water spouts or a puddle forms where it should not be), call the Landscape or Maintenance Manager. Non-emergency requests regarding outside property care can be submitted by filling out our Maintenance Manager via *Building Care Requests* and to our Landscape

Contractor via *Landscape Care Request*". Remember to turn off the main water supply to your unit when leaving for vacation or the season.

Sure Pay

Our quarterly HOA dues are due every January, April, July, and October. Did you know that by signing up for Sure Pay you could save both the HOA and yourself time money and hassle.

With Sure Pay, your quarterly payment is automatically deducted from your checking account. No more bills to pay, checks to write, envelopes to mail. At the same there is no need for your HOA to prepare and mail you a statement and subsequently process the mail, deposit your check and make a journal entry. Enrolling in Sure Pay is quick and easy and in addition, very safe.

Rules and Regulations

It is recommended that you formalize yourself with our CC&Rs and as with most HOAs we have published a set of Rules and Regulations. Both of these documents are available on the Villas 46A website.

Pet Owner Etiquette

If you have pets, we ask that you please clean up after them. Dogs must ALWAYS be on a leash and are not allowed to roam on the grassy areas that comprise the backyards of Villas homeowners. Coyotes are occasionally seen on the property, so keep pets protected.

The HOA Board Members, Administration Staff and Unit Captain are happy to help with concerns/questions. Villas 46A is a wonderful neighborhood because we strive to work together, look out for each other, and join in Unit activities.

WELCOME, Neighbor!