

**STAR VALLEY ESTATES HOMOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES**

Date: August 12, 2017

Time: 1:30 - 3:00 PM

Location: 3770 South Mission Road, Mission Branch Library Conference Room

**BOARD OF DIRECTORS ROLL CALL:**

**PRESENT:**

Dan Pritchard, President

Bibiana Law, Treasurer

Ozzie Nelson, Secretary

**QUORUM/CALL TO ORDER:**

Quorum is met with all directors present. The meeting was called to order at 1:37 PM.

**AGENDA:**

- Director and Committee Reports
- Homeowner Input
- Discussion of Changes to Rules and Regulations
- Discussion of Changes to By-Laws
- Discussion of Development of Newsletter

**President's Report**

The president opened the meeting with comments regarding the general condition of the community. He said the two main concerns are weeds and vehicles being parked on side-yards and trailers parked on driveways.

Regarding weeds, he pointed out that the drainage basin lots, two of which are owned by the developer, are overgrown and in an unkempt condition. He wondered if it might be worthwhile to contact the developer and ask him to clean-up his two lots. A homeowner present mentioned that maintenance for the drainage basin was the responsibility of the county. Furthermore, it was pointed out to the board, the drainage lots serve as a natural wildlife habitat. As such, our association has no responsibilities for upkeep, and if drainage does become an issue, the county should be notified to come out and clear the drainage channels.

As far as weeds within the neighbor are concerned, there was discussion to provide Platinum Management with additional guidance on the locations where homeowners should be cited for weeds. In particular, the side yard locations between adjacent homes and the area from the front wall out to the street. However, the design guidelines state that homeowners have the option to maintain the side yard in either a natural state or to landscape the area.

Additionally, some homeowners thought that the board's timeline criteria for citations were too lenient. Presently, an infraction must be observed on three consecutive drive-thrus over a six-week period of time before a 4<sup>th</sup> hearing notice is sent which invites the homeowner to a board hearing. Allowing a six-week window during monsoon season was too lenient. It was also pointed out that on HOAs that Platinum manages, hearing notices are issued after the second violation notice is sent to the homeowner.

Parking infractions were also noted to be on the rise. One thought was to ask Platinum to conduct one of the monthly drive-thru's after 5 PM. This would catch many violators whom park in their side-yard after returning home from work.

Suggestions were also made to consider conducting a random drive-thru because many homeowners are aware of the frequency/time of scheduled drive-thru's. Conducting random community inspections one day a month would likely help turn-up many infractions that result on days other than Monday mornings.

**Motion:** Ask Platinum to shorten the timeline for scheduling hearings by reducing the number of citations required from three (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> notice) to two (1<sup>st</sup>, 2<sup>nd</sup>). Also, ask Platinum to conduct one random day and one off-hour drive-thru inspection each month.

Vote: Unanimous approval.

### **Homeowner Input**

The Homeowners Input was incorporated with the President's Report.

### **Treasurer's Report**

A preliminary draft budget was presented. It was determined that sufficient funds are available in the account to consider suspending the 4<sup>th</sup> quarter assessment for all homeowners. If no collections are received during 4<sup>th</sup> quarter the estimated balance of funds in the account are ~\$12,000; if 4<sup>th</sup> quarter assessments are collected the ending (estimated) account balanced is ~\$15,891.

The Treasurer felt that there were sufficient funds available to cover management, insurance, and lawyer fees, as required. A motion was made to rescind the 4<sup>th</sup> quarter assessment.

(Note: The association collects approximately \$3300 in assessment fees each quarter.)

**Motion:** Rescind the 4<sup>th</sup> quarter assessment fee or all homeowners.

Vote: Unanimous approval.

### **Architectural Control Committee (ACC)**

The ACC Chair reported on recent Architectural Request Forms (ARFs) reviewed and approved:

Lot 52: Garage door repair + roll-off on property for debris clean-up after a water heater flooded the garage and adjacent rooms.

Lot 85: Wall modification. The homeowner was also reminded of their responsibilities for obtaining all permits and inspections, including a Flood Plain User Permit (FPUP).

Lot 90: Paint scheme (Design Guidelines Scheme 5).

Lot 99: Pool construction + three gates.

Lot 45: Shed + shed paint scheme.

Lot 39: Pool construction.

Lot 49: Water harvesting system (rescinded).

Lot 30: Roof-mounted solar arrays.

Lot 42: Water harvesting system.

### **Discussion of Changes to Governing Documents**

There was insufficient time to review proposed changes to both the Rules and Regulations and By Laws documents. A homeowner suggested that a committee be formed to review and finalize each document and then provide feedback to the board. The suggestion was agreed upon. Marc Borom, Bonnie Dukes, and Ozzie Nelson volunteered to serve on the review committee.

They will provide feedback to the board at the next regularly meeting.

### **Discussion of Development of Newsletter**

Because of time constraints a newsletter was not able to be developed during the past quarter.

One suggestion was to simply write a "Summary Letter" of recent board activities to all homeowners after each HOA meeting. This would serve to provide a summary of key discussion points and provide feedback to homeowners on approved board motions. The format is simple and the cost would be minimal. No motion made.

### **NEXT MEETING**

The next HOA meeting was scheduled for Saturday, 4 November 2017, Mission Library, Conference Rooms A&B.

### **ADJOURNMENT**

Motion to adjourn at 15:05 PM by Treasurer; seconded by President and Secretary.

//signed//

"Ozzie" Nelson

SVHOA BOD Secretary