

DECEMBER 5, 2015

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

DATE: December 5, 2015
TIME: 1-3 P.M.
PLACE: Mission Branch Library Conference Room

BOARD OF DIRECTORS ROLL CALL:

Present:

Jill Chamberlain, President
Ozzie Nelson, Vice-President
Catherine Gordon, Treasurer
Bonnie Dukes, Secretary

Absent:

Isaac Canez, Director at Large

Presidential Statement:

President Chamberlain issued apologies to the membership for the lack of communication about the movement of the last meeting date, from November 28th to December 5th.

HOMEOWNER INPUT:

- A homeowner issued complaints about getting the meeting notices out to the community. The Board acknowledges that we also failed to remind Ms. Chamberlain about getting the notices out, notifying the membership of the change. The cards typically take about six days for delivery.
- A homeowner discussed landscaping bids for the area around the basin fence. The suggestion is to take that item off the agenda; there is now a work order in place with Pima County for that work to be done. This same owner would like to review the Design Guideline survey results. Arrangements will be made for the owner to review same at Platinum's office.

- A short explanation given for the landscaping bid for Lot 26. The lot was in very bad shape and the Board considered cleaning the lot. It has now been learned that the house has a pending offer and the Board will not landscape the lot.
- A homeowner complained about getting a citation from Platinum for having his pickup backed into his gate area for a short period of time for unloading. Unfortunately, the inspection personnel have no idea how long the truck is parked there. The Boards' suggestion was for the homeowner to make contact with Platinum when errors of this kind are made. It is unfortunate, but errors will sometimes be made.

PRESIDENTS REPORT:

It was suggested that going forward, the Board entertain the idea of having standing meetings, thus lessening the opportunity for confusion about meeting dates and times. Also, getting more organized for getting the meeting notices out; responses to homeowners; contact with the web master.

TREASURERS REPORT:

- Operating account for EOM September was: \$7123.65
- Operating Account for EOM October was: \$8839.97
- Total delinquencies for EOM September was: \$5997.16
- Total delinquencies for EOM October is: \$5497.56

Two homes remain over \$1000.00;

Seven homes over \$100 (up by 1)

Total delinquent accounts is 43 (up by 16)

Explanation was given that our delinquencies are ultimately looking much better due to the fact that Platinum is aggressive in pursuing homeowners that do not pay. Also, Brown & Olcott, who are our legal representatives, are also aggressive. Brown & Olcott do not charge the association; their fees are added to the homeowners account.

Copies of the budget were presented to the Board and homeowners. Catherine Gordon explained items concerning the budget.

MOTION TO APPROVE THE BUDGET:

Motion to approve the budget for 2016, Bonnie Dukes; second, Ozzie Nelson; approved unanimously.

DRIVE-THRU INSPECTIONS:

Discussion and explanation to members about the homeowners that are storing RV's, other equipment and vehicles, and in some cases, debris, outside the required enclosed backyard. The intent of the Board is to have Platinum begin to make this an area of interest during future drive-thru inspections.

As such, the board plans to discuss plans to provide homeowner's with a 30-day advanced notice before implementing the enforcement of the CC&R requirements above during future community drive-thru inspections. The 30-day advance notice is considered to be sufficient notice to any homeowner who may currently be in violation to remedy this situation in advance of future drive-thru inspections.

The community letter is to:

- Inform homeowners that Platinum will be instructed to look at the above infractions.
- That within a thirty-day time frame the infractions will be cited and enforced.
- The letter will also explain that Platinum is doing our inspections and that, at times, errors will be made.
- Request that homeowners who have a waiver or variance present their ARF of approval to the ACC.

Also discussed is the fact that only three cars are allowed in the backyard.

MOTION TO APPROVE PLATINUM INSPECTIONS AND ENFORCEMENT AND COMMUNITY LETTER.

Motion, Jill Chamberlain; second Catherine Gordon; approved unanimously.

Response to Homeowners' Email:

Motion concerning responses to homeowners concerns: all homeowner emails will be handled by the Board president and disseminated to other Board members i.e. their area of responsibility.

Motion, Jill Chamberlain, second Bonnie Dukes; passed unanimously.

ASSESSMENT DELINQUENCY FEES:

Motion to inform homeowners of the Platinum process for collecting delinquent homeowner assessments but leave the policy in place.

Motion: Jill Chamberlain; second Ozzie Nelson;

Amended motion: Direct Platinum to review our CCR's Bylaws and Rules and Regulations in and compare our documents with their policy and practices and communicate back to the Board as whether or not their policy is in compliance with our documents.

Motion: Jill Chamberlain; second, Bonnie Dukes; approved unanimously.

Point of contact with Platinum, Catherine Gordon.

Assessment Accounts are due first of each quarter, January, April, July and October. First late notice sent after 30 days past due at which point a late fee and a five dollar delinquency fee are assessed. Late fees are assessed at 12% per annum.

- Second late notice is sent 15 days later and a fee of ten dollars.
- Third notice is sent 15 days later and a fee of fifteen dollars is imposed.
- Fourth notice is sent 15 days later and a fee of twenty dollars is imposed.

COLLECTION OF ASSESSMENTS: Rules and Regulations VIII, C

The Board of Directors is required by the CCR's to pursue collection of assessments and other charges from delinquent owners.

Rules and Regulations VIII, 5.

Collection/Attorney's Fees on Delinquent Accounts.

As an additional expense permitted under the Declaration, Articles and Bylaws, the Association shall be entitled to recover its reasonable attorney's fees and collection costs incurred in the collection of assessments or other charges due the Association from a delinquent Lot Owner. The reasonable attorney's fees incurred by the Association shall be due and payable immediately when incurred, upon demand.

LANDSCAPING BIDS:

Mr. Hugelen has contacted Pima County regarding the proposed landscaping at the fence line at the Basin. We have a work order in place and the county will do the clean-up.

Discussion ensued.

The bids regarding the possible clean-up of an abandoned home have been discarded due to the fact that there is a sale pending on the property.

MOTION TO SUSPEND LANDSCAPING BIDS:

Motion: Ozzie Nelson, second Jill Chamberlain; Approved by split vote, three for and 1 against.

ACC REPORT:

- Lot 107: The ACC has requested final pictures of the finished project. The homeowner has not complied. At the request of the ACC the homeowner will be sent a letter from Platinum requesting those photos.
- Lot 5: ARF submitted for approval of concrete blocks that had been placed in the driveway by a previous owner. That project was approved.
- Lot 101: ARF submitted for approval of a Tuff Shed to be placed behind the house. Project was approved.
- Lot 116: ARF submitted for approval for paving in the backyard. The ACC asked for more details as to the material to be used.

DESIGN GUIDELINES:

Motion: To review the Design Guidelines as submitted to the Board on October 30.

Motion by Ozzie Nelson; second Bonnie Dukes;

Mr. Nelson took the Board and those in attendance through the Design Guideline changes proposed by the Board.

The new "draft" Design Guidelines are attached to these minutes.

Motion to review the Guidelines for further changes and the Board will be prepared by January 1st to vote on the final document.

Motion: Jill Chamberlain; second Catherine Gordon; approved unanimously.

MEETING DATES:

A short discussion about whether to continue with Saturday meetings.

Next meeting date: January 9, 2016

MOTION TO ADJOURN:

Motion: Catherine Gordon; second, Ozzie Nelson; approved unanimously.

Bonnie Dukes, Secretary

SVEHOA

APPROVED