

# **STAR VALLEY HOMEOWNERS ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

**DATE:** October 11, 2012

**TIME:** 6:30 p.m.

**PLACE:** Ryan Airfield Conference Room in the Tucson Airport Authority Building

### **Homeowner Input:**

➤ Mr. Williamson - Lot 079

Mr. Williamson asked when the Board agreed to charge his account \$75.00 for a dirt pile that was on Lots 80 and 81 when he lives on Lot 079.

Mr. Williamson stated that he received a harassing letter from Mr. Blankenbaker after the July HOA Meeting and he wanted to know why.

➤ Jackie Pilkington – Brightwater Way

Jackie asked if anyone else was having a burst of air come thru their plumbing lines; no one else has experienced the plumbing problem that she described.

➤ Mr. Romero and Mrs. Felix – Adams Gate St.

Asked about having the streets cleaned and if calling the county was the only option; the Board explained that it is the only option because the street are owned by the county.

### **CALLED TO ORDER: 6:31 PM**

### **ROLL CALL:**

**Present:**

Dave Blankenbaker	President
Marc Borom	Secretary
Ozzie Nelson	Treasurer
Vacant	Director at Large

**Absent:**

Dan Harper	Vice President
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### **MANAGEMENT:**

Kathy Thygersen, Community Association Manager  
Chastity Crawford, Minute Taker

### **QUORUM:**

Three (3) Directors are required to conduct a meeting; quorum is met with (3) directors present.

### **MINUTES:**

#### **Ratify the action in Lieu Approval of the July 12<sup>th</sup>, 2012 Board of Directors Meeting Minutes**

The Board of Directors Meeting Minutes from July 12<sup>th</sup>, 2012 are ratified.

**OFFICER REPORTS:**

- President - No report at this time.
- Treasurer – Financial review presented. (Attached)

**July 2012**

Operating	Reserve	Delinquencies	Prepaid
\$17,524.14	\$0.17	\$11,560.10	\$833.56

**August 2012**

Operating	Reserve	Delinquencies	Prepaid
\$14,808.70	\$0.00	\$11,595.98	\$840.47

**September 2012**

Operating	Reserve	Delinquencies	Prepaid
\$16,420.97	\$0.00	\$11,513.81	\$2,890.99

Approval of the July, August, and September financials

**MOTION** by Mr. Blankenbaker to accept the Treasurers Report as presented;

**SECONDED** by Dr. Borom, discussed

**PASSED** unanimously

2013 Draft Budget was discussed.

**Manager's Report**

- Please refer to attached report

**MOTION** by Dr. Borom to write off Lots 33, 43, and 103 previous owner balances;

**SECONDED** by Mr. Nelson, discussed

**PASSED** unanimously.

**COMMITTEE REPORTS:**

- **ACC:** Mr. Blankenbaker reviewed previously approved and denied ACC requests.

**NEW BUSINESS:**

- Annual Meeting Review – Nominating Committee

**MOTION** by Mr. Blankenbaker to nominate Dan Harper as chair of the nominating committee;

**SECONDED** by Dr. Borom, discussed

**PASSED** unanimously

- Board clarifying resolution for the Design Guidelines – Motion #101112

Dr. Borom read page 23 and 24 from packet regarding rain water harvesting tanks. The Board would like this document to be made part of the record and to be published in the Polaris Beacon. (Attached)

➤ Cadden Contract Addendum – reduce fee

**MOTION** by Mr. Blankenbaker to reduce the Cadden Management fee;  
**SECONDED** by Dr. Borom, discussed  
**PASSED** unanimously

Cadden Management will not be conducting site tours and will attend meetings on a quarterly basis.

➤ Excess Operating Funds

Discussion ensued; needs to be tied to 2013 budget.

**MOTION** by Mr. Blankenbaker to take care of excess operating funds exceeding \$10,000.00 by issuing credits to homeowners on a quarterly basis starting the end of 2012 and to be credited on 1<sup>st</sup> quarter 2013 statements;  
**SECONDED** by Dr. Borom, discussed  
**PASSED** unanimously

**ADJOURNMENT:**

**MOTION** by Mr. Blankenbaker to adjourn at 7:21 PM;  
**SECONDED** by Dr. Borom  
**PASSED** unanimously

**NEXT MEETING: January 10th, 2013 – 6:30 PM Ryan Airfield**



Star Valley  
Homeowners Association  
Monthly Managers Report  
October 2012

Submitted By: Kathy Thygersen, Association Manager

**MINUTES and AGENDA:**

Please review the attached Minutes and Agenda prior to the meeting. If you email me with any changes prior to the meeting, I will have those changes completed for the meeting:

**MANAGER'S ACTION LIST:**

- Board Meeting - Ryan Air Field  
*Board packets sent via email – Copies will be brought to meeting for Board members.*
- Fielded phone calls and emails from Homeowners when received
- Site Tours done by Mr. Blankenbaker
- Sent out violation letters and other correspondence as directed by Dave Blankenbaker – Board President
- Delinquent letters and Quarterly statements mailed
- Review Association Invoices and bills as received and code for payment.
- Newsletter received from Marc Borum – sent to be copied and will be mailed per instructions – to be mailed on October 9<sup>th</sup>, 2012
- HOA and D & O Insurance. This policy was renewed with La Barre Oksnee the current carrier.

**FINANCIAL REVIEW:**

July, August and September financials were sent to treasurer – Ozzie Nelson.

- 2013 Draft Budget was sent to Ozzie for review. Copies of the budget are not included in Managers report as I have not received a reply to email and I am unsure at this time as to any changes that he may want to review prior to submitting to Board.
- Lot 033 has been foreclosed and bank owned. The prior balance of 156.03 remained on owner account when foreclosed and bank is not responsible for prior balance.
- Lot 043 was foreclosed by bank (not is re-sold to new owner). The prior balance of \$ 39.66 remained on owner account when foreclosed and bank is not responsible for prior balance.
- Lot 103 was foreclosed by bank (is now re-sold to new owner). The prior balance of \$ 1124.09 remained on owner account when foreclosed and bank is not responsible for prior balance.

The amounts owed by owner when foreclosed on is not passed on to the bank and therefore the Board needs to make a decision to write off as bad debt or have legal counsel try and collect on the amount due at time of foreclosure.

I have attached an aged owner balance report as of October 11<sup>th</sup> that reflects the above amounts. Owners that show pending foreclosure that have not been foreclosed on as listed above remain as owners until a new deed is received informing HOA of new owner, if a bank foreclosures they are the new owner and a deed is recorded by them, same as with any owner of a lot.

**STAR VALLEY ESTATES**  
**HOMEOWNERS' ASSOCIATION, INC.**

**POLICY CLARIFYING CC&R PROVISION 10.20**

**WHEREAS**, Article IV, Section 4.1 of the Bylaws of Star Valley Estates (the Association) provides that *"the affairs of the Association shall be managed by the Board"*; and,

**WHEREAS**, Article 9, Section 9.2 of the Association's Covenants Conditions & Restrictions (CC&Rs) provides that *"the Design Guidelines shall interpret, implement and supplement"* the provisions the provisions of the CC&Rs; and,

**WHEREAS**, the Board of Directors of the Association desires to clarify Section 10.20 of the CC&Rs for purposes of supplementing the Design Guidelines and providing clarity regarding its interpretation, such section which states: *"No tanks of any kind, either elevated or buried, shall be erected, placed or permitted upon any lot"*; and,

**WHEREAS**, this provision, when first recorded in 2000, initially intended to prohibit tanks for the storage of gasoline, fuel oil or compressed gases, at which time the development and installation of rainwater harvesting tanks was not a factor in residential community construction; and,

**WHEREAS**, the community is part of a desert environment, water conservation is now a critical environmental issue, and in keeping with the policies of the City of Tucson and the State of Arizona;

**NOW THEREFORE, BE IT RESOLVED** that in order to embrace water conservation trends and realistically address the impending movement towards rainwater harvesting techniques and policies, the Association hereby excludes rainwater harvesting tanks from the provision of CC&R Section 10.20. It hereby clarifies and supplements section VI of the Design Guidelines by adding the following as a new Attachment 6:

**Design Guidelines**  
**Section VI**  
**Attachment 6 (New)**

One (1) water harvesting system may be installed, subject to approval of the system in advance by the Architectural Control Committee (ACC). The proposed system must meet the following minimum conditions:

- 1) The system must meet all of the City of Tucson Water and Pima County criteria for water harvesting installations.
- 2) The water containment vessel shall be located in the rear yard of the home within the confines of a solid block wall.
- 3) The containment vessel must be painted the color of the wall of the home or otherwise painted to blend in with the environment.

- 4) Vessel shall not be installed behind any see-through view fence that allows it to be seen through the fence by either neighbors or from the street.
- 5) Tanks may not be higher than 7 (seven) feet above ground level.

Approved by the Board of Directors on \_\_\_\_\_ 2012

\_\_\_\_\_  
Signed Board President

\_\_\_\_\_  
Date

*Thomas P. Brown*

\_\_\_\_\_  
Attested by Board Secretary

\_\_\_\_\_  
Date

## Subject: Star Valley Homeowners Association Treasurers Report

1. Reviewed Cadden Management's general ledger spreadsheets (e.g., operating income/expense statement, reserve income/expense statement, and prepay ledger) for the periods 1-31 Jul, 1-31 Aug, and 1-30 Sep 2012.
2. Information summary:

July 2012 Ledger	
Description	Amount
Previous month's ending cash balance	\$29,037.95 (operating funds)
Total income and expenses	\$ 3,453.09 (income, owner assessments)
	\$ 50.97 (income, late fee and interest)
	\$25,066.32 (income, cash reserve f/assessment refund)
	(\$39,042.46) (income, assessment refund)
	\$ .72 (interest on reserve \$\$\$ in Jul)
	(\$10,471.36) (total income)
	(\$1,042.45) (fixed and administrative expenses)
Current month's ending cash balance	\$17,524.14 (operating funds)
Cumulative delinquent assessments	\$11,560.10
Prepaid assessment total at end of month	\$ 833.56 (homeowner prepays)
Unpaid bills	\$ 3.81 ("aged accounts")
Cash reserve fund	\$ 0.17 (interest earned on reserve funds)

Aug 2012 Ledger	
Description	Amount
Previous month's ending cash balance	\$17,524.14 (operating funds)
Total income and expenses	\$ 41.67 (income/owner assessments + \$0.17 interest transferred f/reserve fund + \$0.31 interest earned in Aug))
	(\$ 2,757.11) (admin & fixed expenses)
	(mgmt, insur., landscaping, etc.)
Current month's ending cash balances	\$14,808.70 (operating funds)
Cumulative delinquent assessments	\$11,595.98
Prepaid assessment total at end of month	\$ 840.47 (homeowner prepays)
Unpaid bills	\$ 0.00
Cash reserve fund	\$ 0.00

Sep 2012 Ledger	
Description	Amount
Previous month's ending cash balance	\$14,808.70 (operating funds)
Total income and expenses	\$ 2,255.08 (homeowner assessments + \$0.26 interest earned in Sept) (\$ 642.81) (admin & fixed expenses)
Current month's ending cash balances	\$16,420.97 (operating funds)
Cumulative delinquent assessments	\$11,513.81
Prepaid assessment total at end of month	\$ 2,890.99 (homeowner prepays)
Unpaid bills	\$ 0.00
Cash reserve fund	\$ 0.00

3. Please direct any questions regarding this report directly to "Ozzie" Nelson, SVHOA Treasurer. This completes the October Treasurer's Report.

"Ozzie" Nelson