

# **STAR VALLEY HOMEOWNERS ASSOCIATION**

## **BOARD OF DIRECTORS MEETING MINUTES**

**DATE:** September 18, 2008  
**TIME:** 6:30 p.m.  
**PLACE:** Santa Cruz Lutheran Church

### **ROLL CALL:**

Board of Directors Present: Jim Williamson - President  
Polly Bradway - Vice President  
Devon Vaughn - Secretary  
Jill Chamberlain - Treasurer

Board of Directors Absent: Brian Hodge – Director

Management Representation: Cindy Borquez, Community Association Manager  
Minute Taker: Raylyn Winckler

### **HOMEOWNER INPUT:**

Discussion ensued regarding the agenda items.

Diane Elliott summarized the construction on the southwest corner of Valencia and Wade.

Mr. McHenry would like to see more aggressive action taken against those that are delinquent on association dues.

Discussion ensued regarding statements, late notices and follow up procedures.

### **CALL TO ORDER:**

The meeting was called to order at 6:47 PM by the association President, Jim Williamson.

### **QUORUM**

A quorum was established to conduct an official meeting.

### **APPROVAL OF MINUTES**

The June meeting minutes were approved at the August meeting. The July meeting was a working session and therefore there were no minutes taken.

**MOTION:** To approve the minutes of the August 21, 2008 Board of Directors Meeting, as amended.  
Motion was seconded and passed unanimously.

### **OFFICER REPORTS:**

#### **- President**

- Proposed Commercial Development on Wade and Valencia--possibly put this information on the website.
- Board approved small balance write-offs--This was approved by the Board at the last meeting.
- Board requested statements rather than coupon books for homeowner dues in 2009--This was approved by the Board at the last meeting.
- Motion about variances and waivers--This was approved and discussed at the last meeting. Mr. Williamson wants this to be included in the rules and regulations as well.

- Weeds:
  - Self-help program and volunteers to handle the problems for the entire community
  - Weed violations to receive specific attention and priority
  - Cost of removing weeds should be passed on to the lot owner
- Side yards-- The definition in the *Design Guidelines* explains that the area each Homeowner is responsible for is from lot line to lot line.
- Yard Sale-- Is scheduled for November 1<sup>st</sup>.
- Special trash pickup--Scheduled for November 3. It has been included in the newsletter.
- Town Hall meeting:
  - Recommends holding the meeting on October 30.
  - Final Basin Committee Report – This should be discussed at this session
  - Funding (special assessment – hydrology study)

- **Treasurer**

Report for September 18, 2008

Summary of Financial Report	Balance
Operating Account Balance	10,612.23
Reserve Account Balance	4,605.13
Reserve Investment Account	20,000.03
Delinquent Balances	4,365.24
Prepaid	1,898.86
Income	2,071.74
Expenses	1,308.56

Concerns:

- Delinquency continues to be an issue. We have collected more than showed in August, as this month's assessments came in, but we still show over \$4,000 in delinquencies
- Overall, we are in reasonable shape on the budget at this time.

Recommendations:

- To review and reconcile accounts with representatives at Cadden's offices (at least two Board members to be present) to determine if a full audit is required. I would like to find an accountant within the community to assist, if possible.
- Suspend placement of collection accounts with Cadden Collections department until an audit can be completed on the accounting and collections procedures in place there. In addition, direct Cadden to cease all transfers of accounts from Collections to an attorney without direct Board action and instructions to proceed in that fashion.

- I would like to post an income sheet, by month, on the website (could be replaced every month) so the community can see where their money is going. See attached sample.

**MOTION:** To accept the Treasurer's Report. Motion was seconded and passed unanimously.

### **MANAGER'S REPORT**

Mrs. Borquez provided a written report to the Board prior to the meeting. The Board has accepted the report.

### **COMMITTEE REPORTS:**

- ❑ **ACC** – Brian Hodge, Rich Hildman, Raymond Perry  
There is no report at this time.
- ❑ **Welcome Committee** – Richard Curtin  
Mr. Curtin reported that they have welcomed one new Homeowner to the Community. Those Homeowners were in attendance at the meeting.
- ❑ **Basin Committee** – Polly Bradway, Marc Borom  
Dr. Borom had no report at this time. He stated that the Committee has supplied the Board with their final report and are waiting for further instruction from the Board. Mr. Williamson suggests having this information available on the website for forum discussion.

### **OLD BUSINESS**

- ❑ **Legal Funding** - \$400.00 vs \$300.00 for legal opinion:  
Mr. Williamson reported that, at the last meeting, the Board authorized to spend up to \$300.00 for a legal interpretation in regards to the wording concerning ownership of the basin. The attorney has billed the Association \$400.00, \$100.00 more than what was approved for the task. The Board will need to choose between paying the additional \$100.00 or refusing to pay it and not receive the legal opinion.

**MOTION:** To approve an additional \$100.00, for a total of \$400.00, for the attorney's opinion of the Basin Ownership documents. Motion was seconded. Discussion ensued. Motion passed unanimously.

- ❑ **Trash Pickup Vendors:**  
The Board had previously approved funding for the special trash pickup on November 3, 2008. Discussion was need to select a vendor. Pima Waste has quoted \$1,100.00.

**MOTION:** To approve the cost of a special trash pickup with Pima Waste in the amount of \$1,100.00. Motion was seconded. Discussion ensued; homeowners were against spending the funds. Motion failed: one for and two against.

**MOTION:** To cancel the trash pickup scheduled for November 3, 2008. Also to cancel the use of the \$1,500.00 expenditure that was set aside for this purpose. Motion was seconded and passed: three for and one against.

- ❑ **Yard Sale Committee:**  
Patty Hildman has been handling the yard sale scheduling activities. Mr. Williamson prefers having a formal Committee for this ongoing project.

**MOTION:** To appoint Patty Hildman as Chairperson for the Yard Sale Committee. Motion was

seconded. Discussion ensued. Motion passed unanimously.

- ❑ **Welcome Committee Expenditures**-- \$25.00 vs. \$50.00 per new homeowner

**MOTION:** To establish the Welcome Committee expenditure amount at \$50.00 through 2008. Motion was seconded. Discussion ensued. Motion passed unanimously.

- ❑ **Other:**  
**Website and relevant e-mail addresses:** Discussion ensued regarding e-mail of record.

**MOTION:** To change the domain name notification from Mike Cadden's e-mail address to the Board Members generic e-mail address. Motion was seconded. Discussion ensued. Motion passed two for and one against.

**NEW BUSINESS:**

- ❑ **Line items for 2009 budget**-- See attached. The items written in red are the proposed line items that may need to be added to the 2009 budget. The Board members agree with this but Mrs. Vaughn and Mrs. Bradway do not believe there needs to be a motion.

**MOTION:** To accept the line items as written. There was no second to the motion therefore it is tabled.

- ❑ **Reimbursement for weed spraying:**  
Mr. Williamson suggests a self-help program and buying the weed chemicals in bulk to help offset the cost of pre-emergent's used for weed care in the community. He would charge all homeowners a small fee for providing this service. Mrs. Bradway stated that such a program, designed to resolve problems of some homeowners, is unfair for those homeowners who pay others to spray their yards. No action was taken on this item.
- ❑ **Funding for 3 signs**, to be placed around the basin, with emergency contact numbers:  
Mr. Williamson stated there should be some contact information posted around the basin in case of emergencies.

**MOTION:** To approve the purchase of three signs with the emergency contact information for Cadden Management to be placed around the basin. Motion was seconded and passed unanimously.

Mr. Brees and Mr. Jennings agreed they would work with Mrs. Borquez on hanging the signs.

- ❑ **Lot 46 – Fountain (waiver):**  
Mrs. Bradway stated for the record that she is not in favor of the policy of waivers and variances which was passed at the last meeting. She was not in attendance at that meeting and therefore was unable to vote on it. She feels that the ACC should have the right to approve or deny items (the fountain) and it should not be a Board decision.

Mr. Williamson stated that the Association is intended to be a low water-use community. He has no problem with the structure as long as it does not contain water. Ms. Chamberlain feels that it would draw animals to the water source. Discussion ensued of what the limitations will be on future items submitted if this fountain is approved.

**MOTION:** To disapprove the fountain, with water, due to the nuisance bringing animals into the neighborhood. Motion was seconded. Discussion ensued. The motion failed: two in favor, one against, and one abstention.

**MOTION:** To approve the fountain as it is. Motion was seconded. Discussion ensued. Motion failed: one in favor and two against.

**MOTION:** To send this fountain issue to the ACC for them to reconsider. Motion was seconded. Discussion ensued. Motion passed: two in favor and one against.

Mrs. Bradway requested that, if it is the decision of the ACC to provide a waiver for this (or any) issue in the future, it is to be documented for future information.

❑ **Town Hall Meeting** – date, time and place, funding and notification

Mr. Williamson stated that having a Town Hall meeting is very important. The meeting will be for the purpose of discussing the funding for a hydrology study and learning what homeowners feel about such a study. Mr. Duke stated that his wife requested the meeting so the community could discuss issues without the Board controlling the discussion. Mr. Williamson stated that he may have been misleading in some of his e-mails when he explained what the meeting was intended for.

**MOTION:** To hold a Town Hall Meeting in order to provide a forum and provide information on the basin. Motion was seconded. Discussion ensued. Motion passed unanimously.

Mr. Williamson suggested that the meeting should be held October 30, 2008. Mrs. Bradway suggested that the Committee structure some information for the Board. Mr. Williamson feels that special assessment information should be sent along with the notice of this meeting. Mrs. Bradway stated that the main point of the meeting should be a question and answer session only. Mr. Williamson thinks that the report from the Committee has been done and can be sent to homeowners for their review.

**MOTION:** To hold the Town Hall Meeting on October 30, 2008 at Santa Cruz church, if available. The subject of the meeting will be to provide information and have discussion on the basin only. Motion was seconded. Discussion ensued. Motion passed unanimously.

**MOTION:** To fund a minute taker for the Town Hall meeting. Motion was seconded and passed unanimously.

❑ **Special assessment for hydrology study**

This discussion has been tabled.

**FUTURE ACTION ITEMS:**

- Speeding Solutions - October

**NEXT MEETING:**

The next meeting will be held October 23, 2008 at 6:30 PM at the Santa Cruz Lutheran Church.

**ADJOURNMENT**

**MOTION:** To adjourn the meeting at 8:17 PM. Motion was seconded and passed unanimously.