

# STAR VALLEY HOMEOWNERS ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

**DATE:** August 16, 2007  
**TIME:** 6:30 p.m.  
**PLACE:** Santa Cruz Lutheran Church

**ROLL CALL:** James Cooley  
Devon Vaughn  
Jill Chamberlain  
Jimmie Williamson

**Members Absent:** Polly Bradway  
**MANAGEMENT:** Cindy Borquez, Community Association Manager

### HOMEOWNER INPUT:

- Mrs. Linn asked if each street could have a directory, by street name, address, phone number and the person's name.
- Mrs. Linn stated that she was having a problem with birds leaving messes, she put out a little plastic dog that barks and she hasn't had any problems since.
- Mr. Curtin asked if anyone else has had pre-emergent sprayed and still are getting weeds
- Mrs. Vaughn stated that it is time to do the pre-emergent again and this could be the problem. She had pre-emergent sprayed and she is also now getting weeds but this has not happened before. She also has had standing water in her yard which has never happened either and may be causing the weed growth.
- Mrs. Hildman asked if there has there been any discussion of having a neighborhood yard sale? She would like to have one the end of September. Ms. Chamberlain stated that she has done a neighborhood garage sale before but it was not advertised by the Association, it was advertised by her and some of her neighbors. Mrs. Hildman stated that she would possibly be willing to prepare a list of items for sale. She suggested that if it was not very overwhelming she could make a spreadsheet of the items that other people had that were participating in the yard sale so that she could pass out to the shoppers. The idea was to be able to point folks looking for specific items to the correct place.

### CALL TO ORDER:

The meeting was called to order at 6:40 PM, by the Association President James Cooley.

### QUORUM

A quorum was established to conduct an official meeting.

### APPROVAL OF MINUTES

**MOTION:** To approve the minutes of the July 19, 2007 Board of Directors Meeting, as written.  
Motion was seconded and passed unanimously.

### OFFICER REPORTS:

#### - President

- Mr. Cooley stated that he believes there those in the neighborhood who feel that the Board doesn't do anything for them. As a Board we fuel that contention. We need to consider how we act and how we talk in respect to our Association.

- **Treasurer**

- Ms. Chamberlain read allowed the balances of the Associations accounts.

<b>Balance as of July 2007</b>	
Operating Balance	\$4,660.97
Reserve Balance	\$24,114.81
Delinquent Fees	\$3,938.37
Prepaid Fees	\$1,647.77

- We are spending money faster than we are earning it.
- At the moment we are over budget but not yet at a point where we have to dip into reserves for this year, this may still happen though.
- The biggest expense is in the management area.
- The landscapers are the second biggest and she is concerned about what the Association is getting for the money being spent. Mrs. Borquez stated that she has not been receiving service reports every time AAA comes out. This will be included in the Board packet from now on. There is a 30-day cancellation notice required to drop the contract.

Discussion ensure concerning the landscape contract and activities in the basin. Mr. Williamson stated that the Board should review the contract before any action is taken. Ms. Chamberlain stated that she has not seen any landscaping work on the basin. Mr. Williamson has seen them at the basin but has not seen them inside the basin. Mrs. Borquez will request to have all reports from prior months and will send copies of the contract to the Board Members.

- Administrative expenses seem out of control. A spreadsheet was shared for 2004, 2005, 2006 & projected 2007 expenses. Postage, Copies, Legal Expense and Office supplies are all up in 2007.
- Suggested that discussion should be had about raising dues the maximum allowable amount of 6%. Even raising it the full amount will not cover the money that has been spent for this year.
- Trimming the landscaping back would recuperate some of the funds. We could have pre-emergent done on the flowers that are on the top of the basin which would absolve the maintenance. You cannot spray pre-emergent inside the basin. Mrs. Borquez suggested having no contract and do landscaping on an as needed basis.
- Ms. Chamberlain would like to have landscaping and administrative costs as a discussion for the next meeting.

**MOTION:** To accept the treasurer report. Motion was seconded and passed unanimously.

**MANAGER'S REPORT**

Mrs. Borquez provided a report to the Board prior to the meeting. She reported that delinquency letters are in process.

**MOTION:** To accept the manager's report. Motion was seconded and passed unanimously.

## COMMITTEE REPORTS:

- **Welcome Committee** –Richard Curtin  
Mr. Curtin welcomed a new owner to lot 90.
- **Neighborhood Watch** – Beverley Anderson (not present)
- **ACC** – Jim Williamson, Rich Hildman, Raymond Perry

Lot #	REQUEST	DISPOSITION	COMMENTS
38	Mailbox	Approved	
38	Lights around pool area	Approved	
84	Partial enclosure of ramada	Approved	

- Mr. Williamson feels that each lot should have a summary sheet of items that have been approved as a quick reference guide.
- He would also like to have a summary sheet of violations. Mrs. Borquez can produce a report on any lot in the system.
- The ACC Committee stresses the importance of completing the new *Design Guidelines* to assist in their decision making process.
  - Mr. Cooley asked why the Committee has had trouble reviewing applications.
  - Mr. Williamson stated the committee would like to see clearer rules. This would relieve the Board of the potential for a lot of applications coming to the Board.
  - Ms. Chamberlain clarified that because there are so many gray areas, if they fall in a gray area not clearly specified in the *Design Guidelines* then it is supposed to come to the Board.
- Mr. Williamson went through all the lot folders last week. He will be preparing a report for the Board to review.

## OLD BUSINESS:

### ➤ Retention Basins

Mrs. Borquez received a bid this afternoon from Grounds Control. There is a lot of erosion that needs to be fixed on the basin. What they suggest is bringing in 50 tons of earth and repacking it. They would then wet it and tamp it. He suggested that the Association do this and wait until after some more rains and then discuss the possibility of rip-rapping the area. The bid is for \$6,788.00. Included in the bid are 4 days with a bobcat with operator, 3 days labor with three men, 3 days for a compactor, pickup and delivery with a tractor and 50 tons of soil. A homeowner suggested the idea of having a County Engineer come out and give their opinion on what should be done. Mrs. Borquez will contact someone with the County. This will be tabled until more information is gathered. Mrs. Borquez will also ask him the cost of rip rap in that area and what his recommendation would be for future maintenance.

### ➤ Website Content Update

Mrs. Vaughn indicated items now on the web site:

- The officers list and information
- The current newsletter and past issues
- The ACC Form
- Recent board meeting minutes are not yet displayed but she e-mailed them again to him so they should be up soon.
- Jim Lamb has been really good about getting information up on the site and is thanked
- She reminded Ms. Chamberlain to be sure to include the website domain cost for

2008 in the budget.

➤ **Dumpster in September for Community Clean-Up**

Mrs. Borquez called Pima Waste, Saguaro and Waste Management. She feels that Sauguro was a little cheaper but Pima Waste had an interesting concept. Pima waste is offering a bulk pickup for approximately \$1,000.00 (it is \$113.00 per ton). This allows for one truck and three men to come through on one day.

1. *Waste Management:*

\$75 deliver charge  
\$255 per haul including the first 5 tons  
\$30 per ton  
Plus fuel charge

2. *Pima Waste*

No delivery charge  
\$175 per haul  
\$28 per ton  
No fuel charge

3. *Saguaro Environmental*

\$25 deliver charge  
\$110 per haul  
\$28 per ton  
Fuel charge waived until the end of September

**MOTION:** To pay for advertisement of the Neighborhood Yard Sale, to be held on September 29<sup>th</sup> from 7am to 3pm. Motion was seconded and passed unanimously.

Mrs. Hildman volunteered to research the newspaper and *Shopper* to get costs for yard sale ads. She will also talk to the President of the KB homes Association to see if they want to split the cost. Discussion ensued.

**MOTION:** To agree to pay approximately \$1,000.00 and have bulk pickup done on October 1<sup>st</sup> by *Pima Waste*. Motion was seconded and passed unanimously.

➤ **Design Guidelines**

- Mrs. Bradway would like the Board to wait until she returns so she can be included in the discussion regarding the revisions to the *Design Guidelines*.
- Mrs. Vaughn would like to approve some of the identified items on the spreadsheet prepared by Ms. Chamberlain, such as verbiage changes.
- Mr. Williamson would like the Board to approach a section of proposed changes at each meeting until they are completed. Then at the end of all the approved changes make one motion so there will only be one mailing. This approach was agreed upon.
- Discussion ensued regarding proposed undisputed changes to the *Design Guidelines*. Items were discussed and recommended action agreed upon for items 1-5. Discussion stopped at line 6 on the spreadsheet.

## **NEW BUSINESS:**

### ➤ **Budget – Dues Increase**

- Ms. Chamberlain suggests increasing the dues by 6% which appears to be the maximum allowable under the CC&Rs. The Association will have to make changes in spending because the budget will still be in a deficit if the amount is raised. This action will increase the dues to \$44.50 quarterly per home.
- Mrs. Borquez wants to check the language in the documents regarding increasing the dues to determine the maximum allowable as it is possible, because there was never a dues increase, that it could be retroactive to the extent of the law which is 20%. Mrs. Borquez will report to the Board at the next meeting.
- Mrs. Borquez recommends that a Reserve Study should be done for the Community. She will get bids on getting a study done to be discussed at the next meeting.

### ➤ **Items as warranted**

- There are five people on the list for pre-emergent spraying. Mrs. Vaughn also wants to be included.
- Mrs. Borquez drafted some postcards to send to all homeowners to remind them to clean up weeds within 14 days. This will be sent to people with or without weeds. Weed violations would not be sent until after that timeframe.

**MOTION:** To approve mailing weed postcards. Motion was seconded and passed unanimously.

## **FUTURE ACTION ITEMS:**

- Discuss Community Director – names and addresses (homeowner input)
- Look at contract for Landscaper
- Landscaping and administrative costs as a discussion for the next meeting.
- Retention Basin – update
- Budget dues increase
- Update on governing documents language for increasing dues.
- Reserve Study
- Dumpster discussion / approval
- Reserve Study
- *Design Guidelines* updates continue

## **NEXT MEETING:**

The next meeting will be held September 20, 2007 at 6:30 PM at the Santa Cruz Lutheran Church.

## **ADJOURNMENT**

**MOTION:** To adjourn the meeting at 8:15 PM. Motion was seconded and passed unanimously.