

**STAR VALLEY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
22 JULY 2021**

DATE: July 22, 2021

TIME: 6:00 PM

LOCATION: Via Zoom Teleconferencing, Hosted by Platinum Management. Inc.

BOARD OF DIRECTORS ROLL CALL:

Present:

Dan Pritchard, President
Tony Moreno, Secretary
Jimmy Williamson, ACC Chair
Ray Marquez, Director at Large

Not Present: Bibiana Law, Out of Country.

QUORUM: Quorum was met with the roll call and four (4) Directors present.

The Meeting was called to order at 6:03 beginning with the call for Community Input from Homeowners Listening in.

Community Input:

- Ms. Bev Paul introduced herself. Issue(s): a neighbor painted his house a color not in compliance with HOA CC&Rs/Design Guidelines and frequently parks cars (or visitors park their cars) off driveway and has actually parked on her property (overflow). She indicated she has photos to document incidents. Dan, President, suggested that she write a formal complaint to Platinum Management (PM). Dan indicated that homeowners are allowed to park on the street when there is no room on the driveway. Ms. Paul indicated that she would simultaneously inform both the Board & PM on future incidents. Her main concern was following the rules established by the HOA CC&Rs and Design Guidelines. Jimmy suggested homeowners can always to StarValleyEstates.org website and contact the Board and PM at the same time.
- Mr. Ozzie Nelson also indicated that some neighbors are parking on the street as well on Timberleaf.
- Mr. Marc Borum, thanks Ms. Paul for pointing out the rules apply for anyone. Marc indicated that he has drafted two documents already. Also, Marc addressed that since 2015, there has been little to no communications with the Homeowners and many do not know about the governing documents. Marc indicated that the Board should be neighborly and send out a Community News Letter to inform the community of ongoing activities. Dan has posted information onto the website. Marc thanked and congratulated Dan for all that he has taken on. Ms. Paul suggested a block party to connect with the community and show that the Board cares about homeowner's and their concerns.
- Marc also asked about the postcard identifying the meeting & that the print was very small. Mr. Nelson indicated that the agenda was very vague and did not address what was going to be discussed. Dan indicated that more specifics were posted on the web. However, Mr. Nelson indicated there was no reference on the post card to point homeowners to the web for specific details of the intended agenda.

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Officers Reports:

a. Presidents Report. Dan provides the following:

Hearings. 14 Hearings. Dan indicated that of the 14 hearings held, all except for one resulted in suspended fines. Unfortunately, most of those homeowners who received suspended fines as warning, have re-offended within the first 30 days and the Board must move forward scheduling hearings once per month and will likely schedule hearings on mid-month.

Discussion. Mr. Nelson asked if the Hearing Committee has come up with a policy. Mr. Nelson indicated to look at meeting minutes from past as prior recommendations. Mr. Williamson indicated that the meeting needed to move forward to take care of the scheduled business at hand.

ILO Motions. Dan summarized numerous ILO motions with dates and subject matter and indicated that on a few motions, the Board did not have unanimous consent which is needed for an ILO motion to be approved. ***ILO Motions attached***

b. Treasurer's Report. Dan currently functioning as SVE Treasurer & provides the following.

Full Treasury Report attached.

Currently, SVE has \$11,512.65 in Checking and a total of \$13,758.53 in all current assets: Checking/Savings, Accounts Receivable/Other Current Assets. Dan also covered total equity; management expenses; legal and accounting; Summary of Assessment/Past due; paid-in-advance and asked if there were any questions regarding the budget.

Discussion. With the amount currently in checking and savings, Mr. Nelson asked if the Board was going to recommend a reduction in overall fees. Dan indicated that the topic would be raised as part of the agenda. Mr. Nelson agreed to wait on that discussion.

Motion: Jimmy makes motion to accept the Treasury Report as briefed. ***Motion was seconded*** by Ray. ***Vote: All in Favor, Unanimous.*** Treasury Report accepted.

Motion: Dan nominates Ray and makes motion to accept Ray as SVE Treasurer (vacant position). ***Motion was seconded*** by Tony. ***Vote: All in favor, Unanimous.*** Ray is voted as SVE Treasurer.

c. Secretary's Report. Tony Moreno provided the following:

Covered the 14 January 2021 Meeting that addressed:

- Officer Reports

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- Approved details for Annual Member's Meeting for 18 March
Agenda
Ballot Format & Directions
Zoom Meeting Details
Sent out a Community-wide letter informing homeowners of the upcoming meeting & soliciting volunteers for two open board positions and requirement to submit bio by suspense date
Hearing Committee presented recommendations (not approved)
Summary of feedback from 45 homeowners returned surveys (time constraints precluded detailed discussion) to be addressed at upcoming HOA meetings.

Covered HOA Board Meeting scheduled for 18 March 2021 was rescheduled for 29 April @ 6:00 PM via Zoom. Meeting required to be postponed/rescheduled because the 18 March meeting did not meet quorum.

Covered 29 April 2021 Meeting: The meeting opened at 6:31 pm following the earlier Annual Meeting that was adjourned at 7:16pm. Quorum met with all five Board Members present.

- Mr. Nelson no longer officially a Board Member.
- New Board Member, Ms. Amy Verrette present but resigned shortly after being nominated.
- Election of Officers was announced by Ms. Amanda Eubanks
- Motion to establish a Nominating Committee made & seconded
- 18 January Minutes were approved
- Scheduled next HOA Board Meeting for 22 July 2021 at 6:00 PM.

Covered Hearings. Hearing were held in March & in May. Board Hearings were conducted via Zoom for five (5) Homeowners for numerous violations. Results of the Hearings were recorded and homeowners were notified of said results.

Motion. Jimmy motions to accept Secretary Report but add the Treasury Report and the ACC Report as attachments.

Discussion. Mr. Nelson asked if there was a reason Ms Verrette resigned. Tony indicated that she decided that being on the Board would take too much of her time and she didn't have the time to devote and immediately thereafter submitted her resignation to the Board.

Motion was seconded by Dan. **Vote: All in favor, Unanimous.** Secretary's Report approved and will include Treasury Report and ACC Report as attachments.

d. Architectural Control Committee (ACC) Report. Jimmy provided the following:

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Jimmy indicated that five (5) ARFs were submitted between 12 June – 15 July. All five were approved by the ACC. **Actual ACC Report attached.**

Lot#	ARF Request	Date of Request	Date Responded	ACC Decision
053	Front Yard Landscaping		12 June 2021	Approved
048	Storage Shed		24 June 2021	Approved
003	Car Port		02 June 2021	Approved
105	Storage Shed		15 July 2021	Approved
051	Solar Panels		02 June 2021	Approved

Jimmy indicated that within this same time period, an ARF for a free-standing basketball hoop/court was made that he asks the Board to address. Rationale for Board to address rather than the ACC to adjudicate is because the free-standing modification was already made before an ARF was submitted. He is able to provide a diagram if necessary. He indicated that the work is all within the walled enclosure & had the ARF been submitted before the work was done, the ACC would have approved.

Motion. Jimmy makes a motion that the Board approve this ARF. Motion was not seconded.

Discussion: Dan indicates that the ACC should approve that it is well within the ACC to address even if the ARF is submitted after-the-fact (after work was done). Jimmy indicates that the governing documents indicated that if an work effort was made without an ARF first being submitted, that the Board then must decide and refers to the Design Guidelines.

Mr. Nelson, indicated that it isn't an issue for the ACC to approve something after-the-fact.

Motion. Dan makes a motion to table this for further discussion for details. *Motion was seconded by Tony. Vote, Jimmy & Ray vote No; Dan and Tony vote Yes. Motion deadlocked.* Result, refer to design guidelines for clarification.

e. Old Business:

Three new surveys & comments were included within the HOA Survey. These additional surveys were provided by Ozzie Nelson. Surveys were received on 23 Jan 21, 20 Feb 21, and 20 Mar 21.

f. New Business/Agenda Items:

- Dan indicated that we needed to address the following:
 - the issue of parking cars in yards
 - Suckers in the front yard; that the majority of homeowners address in the survey indicated that suckers need to be cut down.
 - Upkeep of Painting

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- **Governing documents.** Mr. Nelson indicated that he would submit a copy of what exists and what was approved. Mr. Williamson was grateful
- **Budget.** Discussion to consider reducing HOA dues as a result of significant positive balance (See Treasurer's Report) or, possibly "forgiving" one quarter (currently \$26.00) for each homeowner for the upcoming year.

Motion. Jimmy makes a motion that we consider discussion of reducing dues or forgiving a quarter at the next meeting for inclusion into the budget. *Motion was seconded* by Dan. ‘

Discussion. Marc indicated that in 2014, there were options that we could forgive a quarter and that they were later rescinded. Dan indicated that we didn't forgive the dues until 2017.

Vote: All in favor, Unanimous.

- **ARF:**

1) Dog Run Dog Run: Was on the outside of the property. The ACC can have PM send a violation message and PM can write the citation.

2) Garage: Jimmy indicated that a homeowner was seeking approval for a garage; however, Jimmy was able to go back to 2012 and noted that in the specific meeting minutes that the original homeowner did receive approval. Matter is considered approved and done due to historical meeting minutes.

- Asphalt. Dan has contacted Pima County. Asphalt was finally picked up. Matter closed.
- Discussion on topic of re-paving: Ms. Paul indicated that despite the re-paving, it still floods. Tony indicated that the work order was done for "As-Is" re-paving. Dan indicated that the re-paving actually made things worse for flooding. Dan spoke to Pima County Flood Control and that there wasn't much they were going to do other than clean up the road from the sand pile.
- Nominating Committee. The Nominating Committee requires a Chairman. Currently, Dan is serving as Chairman. Jimmy indicated that the Board must be replenished once per year. Ray volunteered.

Motion: Jimmy motions that Ray take over as Chair of Nominating Committee. *Motion was seconded* by Tony. *Vote: All in Favor, Unanimous.*

- Approval of April 2021 Meeting Minutes.
I APOLOGIZE But I'm not clear if anyone made a motion to approve and/or seconded??
- ACC Committee Members: Ray Perry was nominated to the ACC but had not yet been approved.

Motion: Dan motions to approve Ray Perry for the ACC. *Motion was seconded* by Jimmy. *Vote: All in Favor, Unanimous.*

- Hearing Procedure & Schedule.

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Motion: Dan motions to start scheduling a Hearing for each month. *Motion is seconded* by Jimmy. *Vote: All in favor, Unanimous.*

- Dan brought up Hearing Violations. We need to look at Hearing Procedures.

Discussion: A committee was formed to address the procedures and Mr. Nelson indicated that it was never approved. We had a policy in place and the new committee would re-work the policy. Mr. Marc Borum: When do you bring someone up for a violation: Three (3) violations and the issue was whether it is consecutive or over time? Mr. Nelson indicated that we agreed to use PM standards based on all of their associations that they managed and indicates that he will re-forward the letter that this was the policy we would follow. Dan indicated that Mr. Nelson can send the letter to the board and the board can make a decision on it.

Motion. Jimmy motions to schedule a Board Executive Meeting (Hearing) within the next 30 days to discuss ongoing and past violations. Dan recommended 20 August for the next Hearing at 6:00 PM. Dan will get a schedule for four people in a hearing on 20 August. *Motion is seconded* by Dan. *Vote: All in favor, Unanimous.*

- Solar Panels. With regard to Solar approval, Jimmy stated, if it's from a license contractor, put it within the guidelines, and an ARF is not needed. Dan indicated that while a HOA cannot disapprove Solar installation, it still requires the ACC approval to install it as a formality. Marc concurred and added that if homeowners are going to change anything on their property, the requirement is to get approval from the ACC/HOA. Dan will contact TRICO and get the requirements/formal letter to be included within the minutes. Mr. Nelson indicated in CCR in Section 10.25 addresses Solar. Based on such, an ARF is required.
- Gazebo. Jimmy indicated the Board made changes from 1,000sq ft to 2,000sq ft. Mr. Nelson indicated its defined as four sides and a floor. Section 3, Improvements stipulates the guidelines. Gazebo are covered under Section O in the guidelines. If it exceeds 144sq ft, then ACC is required.
- ACC Web Link. Jimmy, indicated that having a Point-of-Contact for Homeowners on the Web-site to query would be a good thing and would help with communication flow. A POC from each committee could then respond to homeowners who are merely inquiring about information prior to submitting an ARF, as an example. Jimmy indicated that whoever is the Chairman can act as the person to provide information for homeowner assistance. Each committee can have a spokesperson. Dan indicated we can table this situation.
- Minutes need to be posted on the website.
- Newsletters on the website should be in date order. Apparently, there was no meeting notes posted in 2020 but there was a meeting. Dan asked for assistance to keep the website up to date, there were no volunteers.

g. **Next Meeting Scheduled.** Next meeting schedule for the month of October.

Motion. Jimmy motions that the next meeting be scheduled for the 2nd Thurs of October, 14 October at 6:00 P.M. and that we come up with a revised budget for 2022. *Motion is seconded* by Dan. *Vote: All in Favor, Unanimous.*

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Motion. Jimmy makes motion that agenda will have specifics and that it goes out to homeowners at reasonable size print for easy reading. *Motion is seconded* by Ray. *Vote: All in Favor, Unanimous.*

Discussion. If we know beforehand what we are going to discuss, the meeting process will be organized and go smoother. While the agenda items were posted onto the web, some felt the PM Agenda Card sent in the mail was insufficient. Dan indicated we'll just have to figure out how to get all of the Agenda items (especially if agenda is as lengthy as this meeting's agenda) onto a single sheet of paper & we have to agree to approve the costs. Mr. Nelson indicated that the board has to be willing to spend a little to get the information out there to the homeowners.

Motion. Dan makes a motion to make the agenda one-page and the Board approve the costs as required. *Motion is seconded* by Jimmy. *Vote: All in Favor, Unanimous.*

h. Meeting Adjourn. *Meeting adjourned at 8:00 PM.*

Motion. Dan makes a motion to adjourn the meeting. *Motion is seconded* by Jimmy. *Vote: All in Favor, Unanimous.*