

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

Date/time: Monday, December 5, 2016 at 6:30 p.m.

Location: Catalina Foothills High School, House #1, Seminar Room

1. CALL TO ORDER/ROLL CALL

- Call to Order
- Housekeeping – sign in roster, cell phones.
- Roll call

Board Member	Present	Absent	Proxy
Aletha Kalish	x		
Brian Bickel	x		
Donna Sanders	x		
Laura Sheets	x		
Bob Rosaldo			x
Tim Strong	x		
Pat Tapke			x
Open			
Open			

- A Quorum was present
- Next board meeting Monday, January 9, 2017, 6:30 pm, at Catalina Foothills High School, House #1, Seminar Room.

• APPROVAL OF PREVIOUS MONTH'S MINUTES

- Motion to accept Tim Strong
- Seconded Brian Bickle
- Passed

2. PRESIDENT'S COMMENTS

President stated her appreciation of the many attending the meeting. Also noted that Irene and the Roads Committee have done an impressive job. She further stated that she's received several responses to the letters regarding white roofs and for the most part, the homeowners are willing to work to resolve the issue. One homeowner stated that her husband and his brother would be willing to help by painting roofs and giving homeowners a discount – this is community building.

3. TREASURER'S REPORT

- Motion to accept Tim Strong
- Seconded Donna Sanders
- Passed
 - i. Review November, 2016 Treasurer's Report – current balance is \$16,897.68 checking; \$555,491.05 savings. There are four homes delinquent from 2016 assessment and a letter is going out to inform the homeowners that they will incur an additional cost of collections at approximately \$300. Further, suggest that bids go out to have dumpsters next spring and also a discussion about the change in size. Discussion regarding moving money to earn higher interest and at this time, it is not in the HOA's best interest.

- ii. Motion to amend yearly assessment for 2017 to \$237 by Brian Bickel; Seconded by Tim Strong; motion passed.
- iii. Preparation of 2017 budget – not discussed

4. COMMITTEE REPORTS

- Architectural Control Committee with CC&R Enforcement
 - i. Appoint chairperson – still on hold, Frank will look into this possibility after discussion with Aletha and Bob. At this time, the board will make decisions regarding architectural changes.
 - ii. Update on pending items
 - a. White Roofs- received notice that 17 of the 18 homes received the letter and most are in process of resolving with board input.
 - b. 3732 E. Guthrie Mountain – non-compliant fence – meeting to be held with outside mediator to resolve.
 - c. 3845 E. Mount Kimball – stand-alone car cover – in process to have the cover removed – does not have the timeframe.
 - d. 3450 E. Marshall Gulch – retroactive review
 - e. 3800 E. Gibbon Mountain – new application
 - f. Untidy condition of property located at 3501 E. Guthrie Mountain.
 - iii. 3577 E. Nugget Canyon Place – new application to replace existing asphalt driveway with pavers dated 11/20/16. No expansion of boundaries.

- Landscape & Roads Committee
 - i. Roads report – Irene Barg presented the committee’s report with copies of the letter sent to CPE Consultants – meeting to be held in January. Discussion about the scope of the project. Motion to continue with Option 4 by Frank Karnauskas, seconded by Donna Sanders, passed.
 Tim Strong had Ana Olivares, Deputy Director of Pima County Department of Transportation speak. She informed us that it is possible to possibility gain Evans Mountain and Ventana Canyon Roads as part of the HOA however, she did state that then the county would not maintain the roads that they would not maintain the signage, and that public safety may not be active. She did suggest another alternative and that is that the HOA request a permit to allow us to redo the roads at our expense – they would insure that the materials were correct, that we could just mill and fill to the current specs, and that they would continue to be liable. She further thought that the Board of Supervisors might waive the permit fee however it could cost \$5,000 for the abandonment process. She stated that the estimate for Evans and Ventana is \$368,000 and her engineer suggested that the estimate for the private roads is \$763,000. She stated the only advantage would be that the volume would be larger therefore, may save some cost overall. Further discussion is necessary.
 A question regarding the edges and potholes on the county roads are still a concern – Ana says to submit the request so that the

county can add it to the list – stating that it helps the county when we call in as they can't have eyes everywhere.

ii. Landscape

Irene stated that the lights on the west side are a problem again and is looking into getting the people out to fix them.

- Business Process Committee

- i. Review Table of Voting Requirements (emailed

- To Board members on 11/21/16) – suggest that we bring this to attorney to insure that it's correct and we can continue with the work that Tim, Douglas, and Brian have been working on CC&R and hope to have something to present to the attorney by February. Roadmap to Road Financing is on hold until we know what we need.

- Communications Committee

- i. No report

- Finance Committee

- i. Financial feasibility study – nothing until we know what we need.

- Welcoming Committee

- i. No report

5. OLD BUSINESS

- i. Questionnaire – removed at this time for more pressing needs

- ii. Review committee job descriptions and goals – tabled at this time.

- iii. Annual meeting with attorney proposed for January, 2016.

- iv. Status of Administrative Assistant – cannot hire.

- v. Status of write in candidates to serve on the Board – Frank Karnauskas has accepted the task as board member and Irene Barg has returned to the board.

- vi. Status of Board member to act as liaison to the attorney is Frank working with Bob Newcomb to grasp the breath of this role. Frank was asked to inform the attorney that we need a new contract.

- vii. Reminder that the 10th annual Beat Back Buffelgrass Day is Saturday, January 21, 2017. Sign up to volunteer at www.PAGregion.com/buffelgrass or if someone wants to be the Foothills Clusters contact person/group coordinator you can get in touch with B.J. Cordova, Membership & Communications Director.

6. NEW BUSINESS

- i. Begin the process to empower the board to hire a management firm to manage the administrative affairs of the Foothills Clusters HOA. Set a special meeting for late January or February 6, 2017 (the regularly scheduled Board meeting) for the purpose of obtaining approval to hire a management company and

organize a committee – continue to need the process started so that a management company can take on the tasks as assigned by the board.

- ii. Change to the by-laws – proposed by Brian Bickel to change the wording of Article 6 Section 1 by removing the words, "1st Monday of the Month" allowing more flexibility.

7. MASTER ASSOCIATION

- i. Meeting for the Master Association is set for Wednesday, December 7th at 4:30 p.m. Room 23.

8. ADJOURN – Meeting adjourned at 8:40 p.m.