

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING
June 1, 2015

I. CALL TO ORDER/ROLL CALL

Aletha Kalish, President, called board meeting to order at 6:40 PM

Roll call

Board Member	Present	Absent	Proxy
Aletha Kalish	X		
Brian Bickel	X		
Dena Petersen		X	
Bob Newcomb	X		
Dave Larrabee	X		
Dale Prescott	X		
Dave Spire		X	
Irene Barg	X		
Vacant			

Quorum was present.

Next board meeting will be held Monday, July 13, 2015, 6:30 PM (same location)

Aletha motion that we to move the July 6th, Board meeting to July 13th. A discussion followed between the Board members indicating the 6th is after a Holiday weekend. Moving it to the 13th gives everyone more time to prepare for the meeting. Motion was seconded and passed.

II. APPROVAL OF MAY MINUTES

Minutes for May HOA Board were available in hard copy.

Motion to approve was seconded and passed.

III. PRESIDENT'S COMMENTS

Aletha repeated her frustration about getting neighbors to attend the Board meetings and get involved. A discussion followed about how best to get the word out (Newsletter, Next-door, and postcards, etc.).

IV. TREASURER'S REPORT (report attached)

Aging Properties (Delinquent Dues):

There are 2 late fees; 1 foreclosure; 1 property seized by the Federal Government; 2 lots won't pay; 1 lot has been unoccupied for 2 years; 3 lots paid their 2015 fees; and 1 lot ignores us altogether.

Financial Reports:

Brian reviewed the Financial Reports. The Balance Sheet is attached. Anyone requesting further detail contact the Treasurer at fchoa.treasurer@gmail.com.

Motion to approve the Treasurer's Report was seconded and passed.

V. COMMITTEE REPORTS

- Landscape & Roads Committee

i. Roads

Dale reported that Bates Paving is scheduled to do the pothole patching on Thursday, June 11, 2015. The event has already been posted to Next-door Events calendar. A notice will be posted on the sandwich boards at both East/West entrances.

Aletha ask about the status of the plans for resurfacing the roads. A discussion followed. Brian reminded of his April report on how to finance this work. Those attending talked about the need to knock on doors with a petition to modify the Clusters' Articles of Incorporation \$50k cap on borrowing, and another to increase the annual assessment to \$305/310. Without these changes (\$\$) we have no chance of doing the streets the right way.

In short, we cannot approach the Association Members about amending the Articles of Incorporation until we have a reasonable estimate about how much it will cost to upgrade our roads. The Landscaping & Roads Committee, is working with Bates Paving to obtaining this estimate, and will look for an engineering company to do some testing on the sub base material. Results of these inquiries will be presented at the July 13th, Board meeting.

Motion to approve the Landscape & Roads report was made, seconded and passed.

- Business Process Committee

No new updates to report.

- Architectural Control Committee (report attached)

- CC&R Enforcement Committee

Dave Larrabee reported that one lot still has a trash can on the curb. The homeowners are out of town. A board member asked about the Food Truck that was washing its filters on one of our streets. A discussion followed between Dave, Irene and Dale. It was noted that this was a repeating offense and per CC&Rs a letter should be sent to the homeowners. Three Board members agreed. A letter will be sent to the home owners.

VI. OLD BUSINESS

- Lights at West entrance (Dena)
Dena was not present to present the status.
- Web/Communication Committee (see report attached).
- Newsletter
Irene reported that the next newsletter will be in July, and will focus on activities from the Landscape & Roads Committee regarding resurfacing our roads.

VII. NEW BUSINESS

- Island at East entrance (Irene)

Irene reported that the Island on the East entrance is overgrown with weeds and cacti. This presents a bad impression of our sub-division. She asked for approval to hire a landscaper to clean up the Island at East entrance. A discussion followed regarding the island is within the County right-of-way, but so are our entrance walls, lights, etc., but the FCHOA still maintains them. Request to hire a landscaper to clean up the island on the East entrance was approved.

- Paid Administrative Assistant (Irene)

Due to the short amount of time to discuss this issue, Irene requested that this issue be addressed at the July Board meeting.

VIII. MASTER ASSOCIATION (report attached)

Dale gave a brief report on the sewer work in the Common Area, in the wash off Ventana Canyon Rd. (see attached report for more details).

IX. ADJOURN – Meeting adjourned at 8:20 PM.

6/1/2015

Report: Balance Sheet

The Foothills Clusters Homeowners Association

BALANCE SHEET

As of June 1, 2015

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BBVA Compass MM 8225	0.00
Old Operating Account	0.00
WFB Checking 7998	76,800.64
WFB Savings 0057	465,152.87
Total Bank Accounts	\$541,953.51
Accounts Receivable	
Accounts Receivable	4,954.86
Total Accounts Receivable	\$4,954.86
Other current assets	
Federal Income Tax Withheld	80.20
Undeposited Funds	0.00
Total Other current assets	\$80.20
Total Current Assets	\$546,988.57
Other Assets	
BBVA Compass (deleted)	0.00
WF Business High Yield Savings (deleted)	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$546,988.57
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Opening Balance Equity	434,957.74
Retained Earnings	122,003.93
Net Income	-9,973.10
Total Equity	\$546,988.57
TOTAL LIABILITIES AND EQUITY	\$546,988.57

Monday, Jun 01, 2015 09:00:03 AM PDT GMT-7 - Accrual Basis

https://qbo.intuit.com/qbo30/reports/1047659033/execute?modal=true&rptid=1047659033-BAL_SHEET-view-1433174349784&inmodalframeset=true

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Architectural Control Committee Board Report June 2015

I need to check with some of the in-progress projects to see if they're complete or close to completion: the carport extension on Kingler, the new garage on Marble Peak. It's easy to let them slip, but I need to follow up and put a final letter of approval in their files.

Activity in May:

- Lot 526 (6625 N Pidgeon Springs) Susan Brown – Wanted to re-coat with lighter color for energy efficiency. Couldn't get color chip for committee, so just recoating with same color. She decided she wouldn't get approval. **No action requested of the board at this point.**
- Lot 507 (3442 E Nugget) Sallie Hejl – Was going to submit an application for re-roofing, but was told only needed to "maintain". Not clear whether that meant recoating. **No action requested of the board at this point.**
- Lot 557 (6845 N Cascade Spring) Bob and Anita Kuehn – Submitted plans for a solar installation. They got all signatures and provided acceptable plans, but may make slight modifications this week. **Request that the Board approve this application on condition that this committee accepts any modifications.**
- Lot 490, (3590 E Guthrie Mtn) Brooke Bourne – house extension. Property line verification is underway with owner, neighbor, and board members. For purposes of avoiding the 30-day auto-approval clause, **request that the Board disapprove (or "not approve") this project due to further investigation being required.**
- Lot 400, (3550 E Thimble Peak) Gayle Castenada – solar installation. Requested an application form, but then realized that the installer was scheduled within a few days. She never submitted the application. **No action requested of the board at this point.**

Projects in progress – check for completion

- Lot 412 (3677 E Kingler) Catherine Fillmore – garage expansion. Still underway.
- Lot 334 (3809 E Marble Peak) Paul & Laura Sheets – new garage. Driveway still under construction.
- Lot 365 (3885 Diablo Cyn) Dale Prescott – Re-roofing. Project is complete, and the committee will schedule an onsite final inspection.

Next month, I will likely present two proposals regarding our process:

- Transfer approval power to the Architectural Control Committee in specific cases:
 - Solar installations
 - Maybe other minor things
- Identify items that will not need architectural approval, such as repaint with the same color (as existing):
 - Roof
 - Garage door
 - Other
 - (Possibly require notification so we can verify on completion)

Communications Committee Board Report June 2015

Charter

The Communications Committee will be responsible for, and provide oversight for, providing means of communicating information from the board to members.

This includes, but is not limited to:

- HOA Newsletter (Irene Barg)
- Design and use of the HOA web site, www.foothillsclusters.com
- Flyers sent by mail, handed out manually by canvassing, or distributed at the street entrances
- Special sandwich boards at the entrances
- Certain special mailings
- Some use of Nextdoor
- Other avenues and media as they arise

Process:

- Board member provides information to this committee and requests that it be disseminated
- Any Member of the HOA makes a request or submits information for the committee's consideration for purposes of posting on the web site

Members (potential)

- Bob Newcomb
- Irene Barg
- Douglas Everett?

"From: Dale Prescott [mailto:daleprescott@theriver.com]
Sent: Friday, May 22, 2015 10:01 PM
To: Allan Kaplan; Frank ; Jeff Servoss ; Steven Hans; Vern Lamplot
Cc: Aletha Kalish ; Clusters HOA gmail; Douglas Everett
Subject: sewer work in the Common Area

This afternoon a small group of 5 members of the Master Association met with Matt Parkinson from the Pima County Regional Wastewater Reclamation Department. He is the Public Works Crew Supervisor who has a position of oversight of the work being done in the wash in the J-Hill Common Area parcel. Three of our groups of five are serving as directors on the Master board of directors, and three are owners in the Clusters.

We learned this work is necessary to reline the aging sewer line running south from Cascade Spring to Skyline Drive. Matt walked with us along the length of the wash, explaining how the repair was performed. Before dusk, he walked it again, videotaping the area. Matt will be researching the matter further and will let us know when the work will be completed and other particulars. He demonstrated a genuine concern for the situation. I will forward updates as provided by Matt. He expects to be able to do so as early as next week.

Dale"

A follow-up email from contractor KG&E:

"From: Brian Janski [mailto:bjanski@kegtus.com]
Sent: Tuesday, May 26, 2015 1:43 PM
To: daleprescott@theriver.com
Cc: Ray Pagel; John Warner (John.Warner@pima.gov); Guillermo Aguirre; Rob Zedaker
Subject: Foothills Master HOA

Dale,

As a recap of what we were discussing earlier, KE&G will:

Cleanup vegetation debris left on site.
Remove tire, which was left on site.
Slopes that were cut will be reinstated to their original grade and compacted.
The area, which was disturbed, will be hydro seeded to help minimize erosion.
Rocks, which were originally in place, will be put back to their original location to dissuade off-roading.

These activities will be scheduled and completed in the next couple of weeks.

Thanks,
Brian

Brian Janski, Project Manager/Estimator
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