

**The Foothills Clusters Homeowner Association**  
**MINUTES - BOARD OF DIRECTORS MEETING**

Date/time: Monday, February 6, 2017 at 6:30 p.m.

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

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1. CALL TO ORDER/ROLL CALL

- A. Call to Order – the meeting was called to order at 6:33 p.m.
- B. Housekeeping – sign in roster, cell phones.
- C. Roll call

Board Member	Present	Absent	Proxy
Aletha Kalish	X		
Tim Strong	X		
Brian Bickel		X	
Pat Tapke	X		
Donna Sanders	X		
Laura Sheets	X		
Bob Rosaldo		X	
Frank Karnauskas	X		
Irene Barg	X		

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

2. APPROVAL OF PRIOR MEETING MINUTES

- A. Motion to accept the Minutes of the January 9, 2017 Board Meeting was made, seconded and passed.

3. PRESIDENT'S COMMENTS

Aletha welcomed homeowners in attendance at the meeting and thanked board members for their participation and efforts. She indicated we have a lot that we need to accomplish and need to keep working.

4. TREASURER'S REPORT

- i. In Brian's absence, Aletha reviewed the financial reports. A copy of the Balance Sheet, A/R Aging Summary as January 31, 2017 and the Transaction List for January, 2017 are attached. Motion to accept the Treasurer's Report was made, seconded and passed.
- ii. Discussion regarding the 2017 Budget was table until the March 6, 2017 meeting.
- iii. Discussion regarding purchase of the Aplos accounting software was tabled until the March 6, 2017 meeting.

5. COMMITTEE REPORTS

- A. Architectural Control Committee (see attached report)
  - i. 3845 E. Mt. Kimball Pl. – A letter was sent to the resident (renter) but was inadvertently not sent to the owner. A 'first notice' letter has now been sent to the owner.
  - ii. 3854 E. Gibbon Mountain Pl. – the owners have begun construction on an addition to the home without making

application to the Architectural Control Committee. They have received notice by letter. There are concerns that the addition may be encroaching on the neighbor's property and the owners have been asked to obtain a survey. Discussion regarding set back requirements.

- iii. 3732 E. Guthrie Mountain Pl. – Documentation related to the wire fence installed without ACC approval has been given to the attorney for review.

B. Landscape & Roads Committee (see attached report)

- i. The Board was presented with the preliminary engineering cost estimate to pave the private roads and a separate estimate to pave the county roads. The committee expects to have the detailed report soon.
- ii. Discussion regarding the need for notice to homeowners related to the width of the roads (24') and necessity for a 2' clearance from the road edge to accommodate paving and edging equipment during construction. Specific concerns about mailboxes with lights installed on the properties on streets where Chastain Builders built the homes and walls constructed at the street edge of properties were identified.
- iii. Discussion related to the sequence of steps necessary to change governing documents in order to move forward with the project resulted in Frank Karnauskas, the board attorney contact person, being directed to contact the attorney regarding the amendment process.
- iv. Irene will rewrite the time line.
- v. Discussion regarding maintenance of the roads going forward and consensus that this should be the responsibility of the Finance committee.
- vi. Landscape
  - a. Irene has us on the list of Pima County roads for pothole and edgework.
  - b. Frank Karnauskas is looking into status of street light at Alvernon and Skyline and will have information at next month's meeting.

C. Business Process Committee

- i. Per item iii in Roads Committee above, Frank will contact the attorney regarding the amendment process.
- ii. Tim Strong is working on a survey to get feedback from the neighborhood regarding County roads, speed bumps and other issues.
- iii. Suggestion that we develop a marketing plan for the

D. Communications Committee

- i. Frank suggested that when a 'For Sale' sign goes up in the neighborhood, we contact the realtor and provide a copy of the governing documents.
- ii. Bob Newcomb indicated that he had received only one new article for the newsletter at this time from Tim related to the roads. Discussion regarding financial detail and information regarding County roads included in the Tim's article.
- iii. Discussion about G-mail accounts.

E. Finance Committee

- i. There is not currently a chair for this committee. Kirsty Wallace was asked if she would consider chairing this committee. She will think about it and get back to the board.
- ii. Question as to whether the HOA gets paid transfer fee on private sales.

F. Welcoming Committee

- i. There were no closings reported to the Welcoming Committee this month.
- ii. Aletha suggested that we schedule another neighborhood function for April or May.

6. OLD BUSINESS

7. NEW BUSINESS

- i. Dumpsters – Discussion about scheduling Dumpsters for spring—possibly April.
- ii. Garage Sale – Question was raised as to whether the board wants to schedule a neighborhood garage sale this year. Suggestion that the board step back and let the neighbors arrange a community sale if desired.
- iii. Speed Management – Tim Strong contacted Pima County Department of Transportation Traffic Engineering Division regarding installing additional speed limit signs and speed bumps/humps. Tim was advised that additional speed limit signs could not be installed; however, PCT provided a detailed information packet. He was told that to be effective, speed humps should be installed every 600 feet. Considering the length of Evans Mountain, eight speed humps would likely be needed at a cost of approximately \$1,000 per speed hump. Sixty (60) percent of the residents in the neighborhood would need to sign a petition in favor of the speed humps. Tim also included information regarding solar powered radar speed signs. The cost of one solar powered speed sign runs from \$3,500 to \$5,500. Discussion regarding the impact of installing speed humps, such as emergency vehicles and school busses followed.

8. MASTER ASSOCIATION

- i. From now on the Board of Directors of the Master Association will meet every three months.

9. ADJOURN – Meeting adjourned at 8:19 p.m.