

The Foothills Clusters Homeowner Association
MINUTES - BOARD OF DIRECTORS MEETING

Date/time: Monday, February 5, 2018 at 6:30 p.m.

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

1. CALL TO ORDER/ROLL CALL

- A. Call to Order – the meeting was called to order at 6:30 p.m.
- B. Housekeeping – sign in roster, cell phones.
- C. Roll call

Board Member	Term Expiration	Present	Absent	Proxy
Brian Bickel	2018	X		
Donna Sanders	2018	X		
Douglas Hughes	2018	X		
Irene Barg	2019	X		
Frank Karnauskas	2019	X		
Bob Rosaldo	2019		X	
Aletha Kalish	2020	X		
Pat Tapke	2020	X		
Scott Simpson	2020		X	

- D. A Quorum was present
- E. Next board meeting Monday, March 5, 2018, 6:30 pm. at the Catalina Foothills High School, House #1, Seminar Room, Tucson, AZ.

2. APPROVAL OF PRIOR MEETING MINUTES

- A. Motion to accept the Minutes of the January 8, 2018 Board Meeting was made, seconded and passed.

3. PRESIDENT’S COMMENTS – The President welcomed visitors.

4. COMMITTEE REPORTS

- A. Architectural Control and CC& R Committee (Report Attached)
 - a. Architectural Control Committee
 - b. CC&R Committee

- B. Landscape & Roads Committee (Report Attached)

- a. Roads
- b. Landscape
 - a. The committee received three estimates for clearing vegetation in common area and planted areas in cul de sacs and recommended going forward with the project using Chula Vista. The contract was signed by the President.
 - b. The committee received an estimate for rip rap repair on Cascade Springs in the amount of \$2,600. Irene was asked to get an additional estimate for needed repairs on Quartzite Canyon (north of Ventana Canyon) and have both jobs done at the same time.

- C. Business Process Committee

- a. Frank is communicating with Carpenter Hazlewood regarding the necessity for signatures to be notarized on consent forms to change the CC&Rs and will report back in March.

D. Communications Committee

- a. Website
 - a. The committee is checking members who are currently signed up to receive email communication from Foothills Clusters against Next Door contact list and will send reminders to all homeowners to sign up for email communications with the Enforcement Policy mailing.
 - b. Frank reported that six neighbors stopped by at the Listening Sessions and he had several additional email responses. All of the comments were positive.

E. Finance Committee

- i. The Treasurer' Report including the Balance Sheet as of January 31, 2018, the Transaction List for January, 2018 and the A/R Aging Report as of January 31, 2018 are attached.
- ii. Several properties are delinquent on their assessments to the point that they can be turned over to the attorney for collection. Brian will send a final notification this month.
- iii. Brian is looking for an alternative firm to conduct a Reserve Study as he has not heard back from Capital Reserve Analyst.
- iv. Internal Controls – Frank will give list of passwords to Pat.

F. Welcoming Committee

- a. The committee distributed two welcome packets in the month of January and is preparing welcome packets for four additional new homeowners.

5. OLD BUSINESS

- a. Motion to accept the Enforcement Policy was made, seconded and passed. A copy will be signed by the President and attested by the Secretary, attached to the minutes and mailed to all homeowners.
- b. Motion to accept the Resolution related to General Violation Fine Schedule was made, seconded and passed. The Resolution will be signed by the President, attached to the minutes and mailed to all homeowners.
- c. Homeowners Survey – Frank is working with Bob Rosaldo to develop a survey of homeowners' views about important issues that affect the neighborhood.
- d. The Annual Report was filed with the Arizona Corporation Commission in January, 2018,

6. NEW BUSINESS

- a. The July meeting will be held on July 9, 2018, the second Monday in July due to the Fourth of July holiday. Aletha
- b. Aletha will investigate alternative locations and cost for the June, July and August, 2018 board meetings.

- c. The dates for spring dumpsters will be March 16 to 18 and March 23 to 25. The dates for fall dumpsters will be November 2 to 4 and November 9 to 11. Brian will make the arrangements.
- d. Discussion regarding increasing amounts of dog waste along private streets as well as Evans Mountain and Ventana Canyon. Irene will follow up with Pima County DOT regarding installation of Dog Waste Removal Stations which would provide 'waste bags' to encourage dog walkers to pick up after their animals.

7. MASTER ASSOCIATION

- a. The annual meeting of members of the Master Association is scheduled for February 13, 2018 at 4:30 p.m., and will be held at Manzanita Elementary School, Room 18.
 - a. There will be one director's position to be filled.
 - b. There will be a discussion regarding buffle grass and fountain grass identification and removal.

8. ADJOURN – Meeting adjourned at 7:30 p.m.