

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

Date/time: Monday, February 4, 2019 at 6:30 p.m.

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

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1. CALL TO ORDER/ROLL CALL

1. Call to Order – the meeting was called to order at 6:31 p.m.
2. Housekeeping – sign in roster, cell phones.
3. Roll call

Board Member/Term Expiration	Present	Absent	Proxy
Brian Bickel 2021	X		
Austin Wesnitzer 2021	X		
Douglas Hughes 2021	X		
Aletha Kalish 2020	X		
Pat Tapke 2020	X		
Vacant 2020			
Frank Karnauskas 2019	X		
Vacant 2019			
Vacant 2019			

4. A Quorum was present
5. Next board meeting Monday, March 4, 2019, 6:30 pm. at Catalina Foothills High School, House #1, Seminar Room, Tucson, AZ.

6. APPROVAL OF PRIOR MEETING MINUTES – Motion to accept the Minutes of the January 7, 2019 Board Meetings was made, seconded and passed.

2. PRESIDENT’S COMMENTS – Frank Karnauskas reserved comments for later in the meeting.

3. COMMITTEE REPORTS

1. Architectural Control and CC& R Committee (Report attached)
  - a. Architectural Control Committee – The committee processed one ACC applications in January for a home on Burro Creek. The application was not approved due to lack of required neighbor notification.
  - b. CC&R Committee –
    - 3505 E Guthrie Mtn. - HAVC equipment on roof; a letter was sent, and the situation has been corrected.
    - 6855 N Cascade Springs – white roof; a letter was sent, and the situation has been corrected.
    - 3545 E Ventana Canyon – barking dogs; situation is being monitored.

- Nuisance car without muffler; committee is coordinating with law enforcement to remedy the situation.
2. Landscape & Roads Committee
    - a. Roads – Austin plans to meet with the committee and get feedback to incorporate into a road proposal.
    - b. Landscape – Austin will contact Irene Barg regarding contacting county for pothole repair.
  3. Business Process Committee – No Report
  4. Communications Committee – No Report
  5. Finance Committee (Report Attached)
    - i. The Treasurer’ Report including the Balance Sheet as of January 31, 2019, the Transaction List by Date for January 2019 and the A/R Aging Report as of January 31, 2019 were reviewed. Brian reported there are ninety-five (95) 2019 assessments outstanding at this time. There are four (4) 2018 assessments outstanding and one (1) 2017 assessment outstanding. One final letter requesting payment will be sent homeowners whose outstanding assessment is over one year old. If no response is received within the proscribed period, the delinquencies will be turned over to legal counsel for collection.
    - ii. A Resolution of the Board of Directors to authorize the Association President and Treasurer to relocate Association funds from Wells Fargo to Alliance Bank of Arizona (Western Alliance Bancorporation) was reviewed. Motion was made, seconded and unanimously passed to approve the Resolution. Brian and Frank met with Amy Oswinkle, a representative from Alliance Bank of Arizona on January 8<sup>th</sup>. Alliance Bank of Arizona has a department that specializes in servicing homeowners’ associations. Frank reported that Alliance Bank of Arizona offered a better interest rate on investments, a loan term for road repairs of 10 to 12 years and commercial accounts insured up to \$750,000.
    - iii. Brian is reworking the Draft Budget for 2019 and will email copies to board members this month for review.
  6. Welcoming Committee –
    - a. The Committee mailed a welcome packet to KMS Enterprises the new owners of 3505 E Guthrie Mountain and delivered a welcome packet to the new homeowners at 3776 E Nugget Canyon.
4. OLD BUSINESS –
- a. The draft Vehicle and Parking Policy and related Resolution is tabled until the March 2019 meeting.
  - b. Two homeowners have responded to Frank indicating an interest in joining the board.

5. NEW BUSINESS –

- a. Frank reviewed 2019 Strategy as outlined in email to board members (copy attached). He emphasized the importance of being in contact with members, encouraging participation and capitalizing on what we can agree on. Frank offered a road map for the coming year which proposed calling for a Special Meeting of the Members in March to amend the By-Laws to clean up some inconsistencies and make minor housekeeping changes as proposed by Brian at the January meeting. Pat suggested that the “housekeeping” changes to the By-Laws could be presented to the members for a vote at the Annual meeting in November 2019 and proposed that a special Meeting of the Members be called in March or April to vote on adding the following language to Article VII, Section 2, g of the Amended and Restate By-Laws of the Foothills Clusters Homeowners Association Approved on November 5, 2007: *“Borrow money for the cost of construction, reconstruction, repair or replacement of a capital improvement upon the Limited Common Area (private roads) after the approval of two-thirds (2/3) of the Members.”*. It was noted that the By-Laws may be amended at an Annual or Special Meeting of the Members by the vote of a majority of the Members present in person or by absentee ballot. Ten percent (10%) of members (37) present or represented by absentee ballot shall constitute a quorum at the Annual Meeting. Twenty-five percent (25%) of the members (92) present or represented by absentee ballot shall constitute a quorum at a Special Meeting.
- b. Frank will check with legal counsel as to whether the Association can require purchasers of property to sign a document with their closing papers saying they received a copy of the governing documents.
- c. Frank will check with legal counsel as to whether the Association can declare a moratorium on rental properties.
- d. Frank will check with legal counsel as to whether the Association can require lessees to furnish personal contact information to the Association.

6. MASTER ASSOCIATION – Dan was unable to attend the meeting but emailed Frank that the Foothills Master Association is acting to remove invasive grasses in the over 200 acres of Common Area shared by our neighborhood HOAs. The Campbell Wash is one of four areas identified as needing attention at this time. On Saturday morning, February 16, the first “Save Our Saguaros” neighborhood event will begin at 7:30 am. Experienced volunteers from the Coronado Foothills Weedhackers will be on hand to show us how to identify and dig buffel and fountain grass. All are invited to come and help.

7. ADJOURN – Meeting adjourned at 7:48 p.m.