

Meeting Info

Topic:	Board of Directors Monthly Meeting
Date:	05-04-2021 (RESCHEDULED FROM 04/27/2021)
Time:	6:30pm
Location:	Zoom Video
Minutes By:	Jackie Hoffmann

Participants

	BOARD:		OTHER ATTENDEES:
x	Ted Frederick		Chris Vasilas
x	Antonio Moore		
x	Vivian Pemberton		HOMEOWNERS:
x	Rich Warren	x	Jackie Hoffmann
	Mary Johnson		

Opening (Antonio)

Call to order	Quorum present; Called to order @ 6:32pm
Approve or amend minutes from 02/23/21 board meeting	This step was omitted
Agendas	Ted requested that meeting agendas be sent out earlier, giving Directors a chance to review & provide input for more topics prior to the meeting. Antonio will make effort to get agenda sent out earlier & encourages Directors to advise him, without his necessarily prompting, what topics they need to include.

Administrative/Secretary (position vacant)

Mary resigned the Board today	<ul style="list-style-type: none"> • Mary has time constraints & is not able to continue. Her efforts are appreciated. • Discussion: The Bylaws direct the Board to appoint a replacement for the duration of the term. It isn't necessary to work with the Nominating Committee & hold an election. • As Jackie was attending this meeting as a homeowner & previously held the Secretary position, Board members asked if she would consider returning. She will respond in a few days.
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Project - Property Manager (Rich & Ted)

<p>Status of evaluating a Property Manager</p>	<ul style="list-style-type: none"> • Rich has taken bids from 2 property management companies & they're not financially viable. • Ted has 1 bid (approx. \$450/month). Linda Marie is the property manager for Royal Gardens Old Town Scottsdale. Ted thinks she's the only viable prospect at this time (reminder that purpose is a cost saving measure, not to add expense). Ted will coordinate Linda Marie to attend next meeting with 10-15 minute presentation as a prospective vendor. Previously sent her proposal to the Board but will send again. • Vivian asked Ted to use the list of manager duties that Rich created & used with his 2 bids; Ted will provide to Linda Marie. • Vivian would like to add that PM should sit in on Board meetings & possibly other meetings. Per Ted, Linda Marie doesn't normally attend monthly board meetings, might do quarterly. • Ted recommends talking to Royal Gardens HOA Board before making any decision.
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Committee Briefings – Landscape (Rich)

<p>Landscape Maintenance & Evaluation of Existing & New Landscape Contractors</p>	<ul style="list-style-type: none"> • Rich has taken bids from 7 contractors & sent bid analysis to Board. • 4 are not licensed & bonded, including our current contractor Native Green. 1 is hoping to become licensed in the next few months but his price ruled him out anyway. • Goodmans seems competent but their price is high & their ala carte add-ons will make them even higher. • SVH is the landscape contractor for Barclay Place. Barclay board members rate them highly. Mid-range price, higher than current cost, did not address a lot of things in their bid that Rich asked them to. • Proscapes has submitted their bid 3 times. Price is reasonable, but Rich has some concerns that their price has fluctuated so much. They also have some ala carte (less predictable) add-ons. • Rich is not particularly in favor of any of them. Might try to find 1 or 2 more bids & if no improvement would just select from of the bids in hand. None are committing us for a year; at worst, we would have a 30 day notice clause. • Antonio recommends trying to improve pricing with SVH. Ted likes possible leverage with SVH on a Country Trace/Barclay Place alliance. Vivian is fine with SVH or Proscapes, but thinks SVH may be able to offer better pricing with proximity efficiencies of CT & Barclay Place. Also SVH would be really familiar with the Sour Orange trees & the ones at Barclay are looking much better than CT. • Board recommends Rich ask contractors for an example of "what is
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	<p>a minor irrigation repair” so we can get a better feel for what an ala carte cost might be.</p> <ul style="list-style-type: none"> • Rich will try to get a better price from SVH.
Dead/dying sour orange trees at some corners	<ul style="list-style-type: none"> • Quite a few of the Sour Oranges have died or are dying. Landscape Committee interested to replace with another plant if we have to replace the dying sour oranges, or if we’re re-doing the corners down the road. Majority of Landscape Committee wants to do a test corner, which would include removing sour orange trees. • Vivian does not support test corner without some sort of landscape plan to go with it. Another option is to cut down all sour orange & do without the “hedge look” for a while. Vivian wants to show plan/s to community & get their feedback before doing any work, including a test corner. Reminded that previous corner changes were done with a landscape plan & community mostly disliked it because they only saw after installation. • Rich is not necessarily in favor of doing a test corner, because we may not be able to change all corners for years or until funding is available. • Rich suggests hopseed as a sour orange replacement. It’s drought tolerant, grows quickly, inexpensive. Tony & Ted are inclined toward using hopseed as a good replacement for sour orange. • Ted could have Landscape Architect Zach do another rendering with the hopseed instead of sour orange. Cost estimated \$150’ish.
Golden Barrel cactus are dead or dying	<ul style="list-style-type: none"> • Per Rich, many golden barrels are dead & others are dying. We’ll likely start getting homeowner complaints about this. We can ask for a bid to put in irrigation, which is required, but it will be pricey with extra labor to remove riprap, etc. This will wait until future corner redesign.
Water leak at 68 th & Beverly	<p>Rich informed Wally of water leak at 68th & Beverly several weeks ago & several times since. Water is temporarily turned off & Wally is watering by hand. Wally believes leak is probably under the street. CT had this twice before at other corners. It’s expensive & complicated & Wally says if that’s the problem he’s not willing to do the repair.</p> <p>Note: Wally appears to be using homeowner water to water by hand. Rich will talk to him about this, he should use water from the HOA source.</p>
Beehive in monument wall	<p>Rich saw about 2 dozen bees there & a small hole in the monument wall. Doesn’t know if it’s an ongoing problem. Will check again & see if it’s something we have to take care of.</p>
Electrical pedestal replacement status	<ul style="list-style-type: none"> • Tony has signed contract & sent to contractor for electrical pedestal work at 3 corners. Rich will follow-up with electrician & coordinate permits & APS. • Oleanders need to be removed by the HOA for the pedestal replacement. The oleander is not in the HOA easement, but is in

	the utility easement. Ted is going to take care of the oleander at his corner. Rich will coordinate with homeowners for the other 2 corners. HOA will pay to remove (or just trim back if possible).
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Finance (Vivian)

Current bank balance	Currently \$46,551.08 in checking account
Past due members, balance outstanding & collection progress	<ul style="list-style-type: none"> • 3 more people got partially caught up on past due, leaving \$4,912 currently in past due assessments. There are 32 people currently past due. Vivian has not been able to do send past due letters but this is on her task list. • Vivian has a process server to use for the worst cases. • Homeowner was asked to drop from the call at this point as the Board heads into Closed Session.
CLOSED SESSION	<ul style="list-style-type: none"> • REDACTED
Finance – Miscellaneous Issues	<ul style="list-style-type: none"> • Vivian has contact info for auditor, will get a price from him. Noted that we already addressed many of the issues that he cited in his last report. • Vivian & Chris V will open separate account for reserve funds, initially with \$1,000, then will adjust balance. • Rich – Do we go ahead with 3 other electrical pedestals while we're at it, or limit it to the initial 3? (There are 7 total, 3 are of immediate need, & 1 was replaced in past years.) Vivian & Ted felt that conservative spending should limit it to the 3 of immediate need. • Vivian is only asking Chris V to join meetings if needed for specific discussion.

Digital Communication (Vivian)

Website organization	Vivian moved all forms under their own section on website under HOA Documentation. This makes Architectural forms, in particular, easier to find.
Homeowner inquiries	Vivian changed website so that every request submitted through website goes to <u>all</u> Board members. This will help to cover if anyone is on vacation, etc.

Committee Briefings – Architecture (Ted)

<p>CLOSED SESSION</p>	<ul style="list-style-type: none"> • Had inquiries from a couple of people for changes, Ted has asked them to submit forms through website. • Getting questions about color palettes, directing people to website for guidance. • Homeowner previously requested a blue garage door. Ted asked her to paint a sample & Board would respond. Will follow-up with her. • Working on language to tighten up enforcement policies in the community. Leaning toward verbal warning, written warning, then a financial fine. Feels it's important to run this past an attorney before implementing. Guessing \$500 for attorney to review. At this point, Ted is just working on the outline & then it will go to Board for review, then to attorney. • REDACTED
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Committee Briefings – Nominating & Social (Antonio)

	No updates
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Items Tabled for Future Discussion

N/A

Closing

Schedule next meeting	05/25/21
Meeting end	MOTION to adjourn; seconded & passed unanimously Adjourned 8:15pm

Next Meeting

Topic:	Monthly Board Meeting
Date:	05/25/2021
Time:	6:30pm
Place:	Zoom