

Armory Park del Sol Homeowners Association

Board of Directors Meeting Minutes

Date: January 16, 2023
Time: 5:30 PM
Location: Via Zoom

CALL TO ORDER

The meeting was called to order at 5: 31 PM.

ROLL CALL

Board Present: Michael Katz - President
Priya Okun - Vice President
Beth Murphy - Secretary
John Heyl - Treasurer
Shirley McGhee - Landscape Chair

Homeowners: Liz Bernays, Stephen Bess, Lou Catallini, Tinsley Deibel, Linda Hitchcock, Susan Klement, Alan Koslow, Helen Landerman, Dan Papaj, Chris Rife, Dorinda Rife, Tom Skinner

Management

Representative: Morgan V, Manager, HOA Management Solutions (HOAMS)

Minute Taker: Beth Murphy, HOA Secretary

QUORUM (Requirement is a majority of directors):

A quorum was present to conduct the Board of Directors meeting.

RECORDING OF MEETING: Linda Hitchcock requested permission to record the meeting. Mike Katz approved this and reminded Linda of the APdS policy on recording board meetings.

APPROVAL OF MINUTES

- Motion: To approve the minutes for the November 7, 2022 Board of Directors meeting as written. John Heyl moved, Shirley McGhee seconded, motion passed unanimously.

REPORTS

- **President's Report:** No written report, see comments throughout. Mike introduced and welcomed our new HOAMS manager, Morgan V.
- **Treasurer's Report:** John Heyl reported that:
 - We are still waiting for December financial reports from Cadden Management. Mike Katz asked Morgan to ascertain the status of our December financial reports and funds at Cadden and when they will be transitioned to HOAMS.

- Per previous discussions, we are anticipating a shortfall for the year due to an error by Cadden in communicating the correct dues amount to homeowners last year.
- Several issues will need attention in the coming year:
 - Water bills. Mike Katz asked Morgan to 1) arrange a water consultation with Tucson water, 2) ensure that water bills are sent to the APdS Treasurer, and 3) include water bills in board packets.
 - Multi-year financial planning for Ashley Park expenses.
 - Reserve study
- **Manager's Report:** Morgan reported on HOAMS activities with APdS to date, including sending out welcome packets, setting up homeowner accounts, setting up a portal for homeowner use, reporting potholes, and conducting a first compliance inspection. Mike Katz noted that welcome packets and a recent account statement that was sent to homeowners includes several options for paying assessment dues.
- **Architectural Review Committee Report:** Matt Fischler submitted a report indicating that the committee approved two requests since our last board meeting—a gate replacement and installation of a pergola.
- **CC&Rs Compliance Committee Report:**
 - Nadine, a compliance manager from HOAMS, conducted an initial inspection of APdS with Mike Katz, Tom Skinner, and Shirley McGhee. The most common issues were fascia painting and weeds.
 - Details of current issues to be discussed in Executive Session.
- **Clean and Safe Committee Report:** No written report.
 - Carole Baumgarten is now sending weekly light outages to Morgan.
 - Susan Klement recently completed an update to the community map.
 - We are still seeking bids for the light pole at 473 Downtown Street; an appointment with an electrician has been rescheduled.
- **Landscaping Committee Report:** Shirley McGhee reported that:
 - The landscapers have begun hard pruning.
 - A walkaround with the Brightview arborist is scheduled for February, with tree work to be done in March.
 - All irrigation timers have been re-checked recently.
 - The landscaping committee has not received a bid from Steve Grede yet and will be seeking bids from others.
- **Hospitality Committee Report:** No report.

OLD BUSINESS

- **Landscaping:** See Landscaping Report above.
- **Website Update:** Beth Murphy reported that HOAMS information has been added to the APdS website.
- **Front Yard Light Poles and Fixtures:** See Clean and Safe Committee Report.
- **Walkway repairs:** The walkway repair at 507 E Anatole St has been completed.

NEW BUSINESS:

- **Nominations:** Mike Katz reported that Carole Baumgarten has been working on candidate nominations for next year's board officers.
 - **Slate of Candidates:** Current nominations include Mike Katz, Shirley McGhee, Priya Okun, Bridget Radcliff, and Tom Skinner.
 - **Election Procedures:** Mike Katz noted that we will use the same electronic format that we used last year. Election Buddy includes the capability to accept write-in candidates.
- **Management Service Transition:** Mike Katz reported that he is working closely with HOAMS on transition issues.

CALL FOR AUDIENCE/HOMEOWNER INPUT

- Helen Landerman and Tinsley Deibel expressed appreciation to board members for their service.
- Linda Hitchcock questioned board actions on sidewalk repairs and election procedures.
- Dorinda Rife raised a billing issue that will be addressed by Morgan.

ACTION ITEMS:

- Morgan will ascertain the status of our December financial reports and our funds at Cadden, and when they will be transitioned to HOAMS.
- Regarding water issues, Morgan will 1) arrange a water consultation with Tucson water, 2) ensure that water bills are sent to the APdS Treasurer, and 3) include water bills in board packets.

NEXT MEETING:

The Annual Meeting of APdS homeowners is scheduled for February 20, 2023. Check-in will start at 5:30 PM, and the meeting will start at 6:00 PM. The next regular meeting of the board is scheduled for March 20, 2023 at 5:30 PM via Zoom.

ADJOURNMENT: The meeting adjourned at 6:26 PM.