

Armory Park del Sol Homeowners Association

Board of Directors Meeting Minutes

Date: September 26, 2022
Time: 5:30 PM
Location: Via Zoom

CALL TO ORDER

The meeting was called to order at 5:32 PM.

ROLL CALL

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

Homeowners: Greg Bedinger, Elizabeth Bernays, Kathy Heyl, Linda Hitchcock, Dale Keyes, Susan Klement, Helen Landerman, Dave Mewhirter, JoAnn Millikin, Jeanine Mortimer, Jan Mulder, Diane Nissen, Dan Papaj, Tom Skinner, Ron Wilson

Management

Representative: Alexandra (Ally) Jaeger, Cadden Community Management (CCM)

Minute Taker: Beth Murphy, HOA Secretary

QUORUM (Requirement is a majority of directors):

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

APPROVAL OF MINUTES

- Motion: To approve the minutes for the July 18, 2022 Board of Directors meeting as written. Priya Okun moved, John Heyl seconded, motion passed unanimously.
- Motion: To approve the minutes for the September 6, 2022 Board of Directors meeting as written. Priya Okun moved, John Heyl seconded, motion passed unanimously.

REPORTS

- **President's Report:** Mike Katz introduced Alexandra (Ally) Jaeger, our new Cadden manager. She has been with Cadden for over four years and worked in property management prior to joining Cadden.
- **Treasurer's Report:** John Heyl reported that:
 - We have approximately \$71,000 cash on hand, including the reserve fund.
 - We have approximately \$4,000 on hand for major project landscaping.

- Our reserve account now stands at 42% of our annual operating budget, including \$9,000 that was set aside this year.
- Projects remaining for the fourth quarter include tree maintenance, walkway repair at 507 E Anatole St, light pole repair at 473 E Downtown St, repair of 6 to 7 unstable light poles, and minor remediations of the drainage system.
- Ally has been very helpful with ensuring timely payment of invoices.
- Ally and John are working on a draft budget, to be considered at a special budget meeting in October.
- Our water bills appear to be higher than last year, but John noted that no water bills were paid in August during Cadden's move to new offices. John and Ally continue to work on the water bills. Mike Katz asked Ally to contact Tucson Water to ask for their assistance with managing our water system.
- Mike Katz inquired about a \$1450 non-contract landscaping charge in July and asked Ally to research this and report back to the board.
- **Manager's Report:** In addition to her written report, Ally Jaeger reported that she:
 - Met with Mike Katz regarding outstanding action items.
 - Met with John Heyl regarding financial items.
 - Obtained bids for the sidewalk repair at 507 E Anatole St.
 - Completed a site inspection with Mike Katz and Tom Skinner in August.
 - Provided examples of policies on recording board meetings to the board.
 - Contacted the landscapers regarding irrigation issues and schedules.
 - Contacted Lite Sync to clarify their bid on repairing light poles.
 - Mike Katz asked Ally to schedule a call with Lite Sync and schedule another electrician for a second assessment and bid on two issues: 1) repair of a light pole at 473 E Downtown St and 2) stabilization of six or seven light poles.
 - Mike Katz asked Ally to clarify the bid from Desert Starr Masonry for sidewalk repair at 507 Anatole St.
- **Architectural Review Committee Report:** Matt Fischler submitted a report indicating that there were no new architectural requests since our last board meeting.
- **CC&Rs Compliance Committee Report:**
 - Details of current issues to be discussed in Executive Session.
 - Ally noted that recent violation letters that were sent out with "front/side yard weeds" were in error and should have indicated "back yard weeds."
 - Ally will conduct her next inspection this week with John Heyl and Tom Skinner.
- **Clean and Safe Committee Report:** Carole Baumgarten indicated her concern with the light pole issues noted above.
- **Landscaping Committee Report:** Shirley McGhee reported that:
 - Two palo verde trees will be removed at Joan Caruso's home at 555 S 3rd Ave.
 - A problem with over-watering of two Texas ebony trees at the end of 3rd Ave and the related zone has been resolved.
 - She welcomed Ron Wilson to the landscaping committee following his questions and suggestions for reduction in water usage for trees.
 - The winter watering schedule will be set up soon.

- She talked to Clay Smith regarding the aborted pre-emergent spray treatment. The HOA has been billed \$2,000 for this contracted service. The crew is now doing hand weeding of common areas and the retention basin.
- She will forward the new landscaping guidelines to the board.
- Ashley Park planning has been on hold due to scheduling conflicts but will resume soon.
- In response to homeowner questions about opting out of landscaping services, Mike Katz clarified that this is not possible according to the CC&Rs, which require that the HOA manage landscaping services for all front yards. He directed homeowners to the landscaping committee regarding individual complaints about landscape services.
- **Hospitality Committee Report:** No report.

OLD BUSINESS

- **Landscaping:** See Landscaping Report above.
- **Front Yard Light Poles and Fixtures:** See Manager's report above.
- **Walkway repairs:** See Manager's report above.
- **Drainage system inspection 2022:** Mike Katz asked Ally to locate bids received to date for minor remediation items.
- **Squirrels:** Board members and several homeowners noted that rock squirrels have become very active in the riprap along the drainage system and in some nearby back yards. Our previous no-kill wildlife removal vendor now declines to work with the HOA after an incident occurred during his last contract with us. Mike Katz asked Ally to obtain bids from other no-kill companies.

NEW BUSINESS:

- **Recordings of board meetings:** Mike Katz reported that the board has decided not to provide recordings of board meetings and will continue to use minutes as the official record of board meetings. He presented a proposed set of rules for others wishing to record board meetings.
- **MOTION:** To approve the "Rules Pertaining to Audio- And/Or Videorecording of Board Meetings" as written. John Heyl moved, Shirley McGhee seconded, passed unanimously.
- **Website update:** Beth Murphy reported that the website conversion from Weebly software to WordPress is in progress and going well.

CALL FOR AUDIENCE/HOMEOWNER INPUT

- Greg Bedinger asked for clarification on how new board members are nominated and elected.
- Several homeowners expressed their gratitude for the service of board members.

ACTION ITEMS: Ally Jaeger will:

- Contact Tucson Water for assistance with managing our water system.

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Board of Directors Meeting

September 26, 2022

- Research a \$1450 non-contract landscaping charge in July and report back to the board.
- Schedule a call with Mike Katz and Lite Sync regarding light pole repairs.
- Schedule another electrician for a second assessment and bid on two light pole issues:
1) repair of a light pole at 473 E Downtown St and 2) stabilization of six or seven light poles.
- Clarify the bid from Desert Starr Masonry for sidewalk repair at 507 Anatole St.
- Locate bids received to date for minor drainage system remediation items.
- Obtain bids from no-kill wild life removal vendors for removal of rock squirrels along the drainage system.

NEXT MEETING:

The next regular meeting of the board is scheduled for November 7, 2022 at 5:30 PM.

ADJOURNMENT: The meeting adjourned at 7:03 PM.