

**Armory Park Del Sol Homeowners Association**  
**2010 Annual Meeting Minutes**  
**February 22, 2010**

The Annual Meeting of the Armory Park Del Sol Homeowners Association was held on February 22, 2010 at 5:30 PM at the St. Andrew's Episcopal parish at 545 S. 5<sup>th</sup> Avenue, Tucson, AZ. Board members present were Michael Katz, Carol Baumgarten, Kathy Heyl, Ken Shackman, and Susan Klement. Representing Lewis Management Resources (LMR) were Craig Jones, Diane Hozjan and Andrea Stevens.

**I. Call to Order**

The meeting was called to order at 5:30 PM.

**II. Introductions**

Michael Katz, Board President had all of the Board members present introduce themselves.

**III. Determination of Quorum**

➤ Quorum was attained with 52 Homeowners represented in person and by absentee ballot.

**IV. Presidents Report and brief Committee Chair Reports**

When the homeowner controlled Board took over last year, the first thing they noticed was that the budget would need to be revamped. The Board came up with a list of goals for the year.

Thank you to Ken Shackman for doing a great job on the finances. They managed to end the year with a balanced budget. The largest expense for the Association was for Landscaping. The main focus was on reducing the landscaping costs and the use of water. The water usage was reduced considerably, but needs to be reduced more.

The Board along with the landscaping committee are looking at developing new landscape policy and guidelines.

One of the most difficult tasks for a Board is the enforcement of the CC&R's. The Board has taken over the enforcement of the CC&R's and has been very consistent. Thank you to Ken Shackman.

Susan Klement has been working on changing the CC&R's. In order to change the CC&R's it would require a 67% approval from the entire community. As they are developed, they will be seeking input from all homeowners.

The final transition of the community to Homeowner control has not been completed, however, the Board is continuing to work on that with John Wesley Miller.

The Board's big focus has been on communication for the community and the Board of Directors.

➤ **Treasurers Report**

- The Committee worked with LMR to reclassify some of the expenses which helped to end the year with a balanced budget.
- Lewis Management worked with the Board and reduced their monthly management fee in an effort to help the community out financially.
- In order to help reduce costs, LMR was no longer maintaining the lights in the community and this is now being done by volunteers in the community.
- The Board moved the meetings to the Armory Park Senior Center, which was a free facility. This helped to save money for the Association.
- The Board has really pushed to send most all information via email rather than hard copy, to help reduce printing and postage costs.
- The landscape contract with AZ Proscapes ends in March, so the Board approached them and asked that they not increase their fees for the upcoming year. AZ Proscapes has agreed to not raise their contract for the next 12 months without changing the level of service
- Lighting was put in along Southern Pacific and Union Pacific Ave. on the east end of the neighborhood. That cost is now the responsibility of the HOA.

➤ **Finance Committee**

- Ken thanked all members of the Finance Committee for their help in assisting the Board.
- One of the members put together a spreadsheet for the water usage in the community.
- The committee began working on the Budget for 2010 in the Spring of 2009.

➤ **CC&R's Committee**

- Ken Shackman thanked the members of the committee for their help.
- The committee walks thru the community on a regular basis and reviews the condition of the exterior of the homes (painting/weeds/barking dogs/pet waste) and lets LMR know when violation letters need to be issued.
- The CC&R Committee suggested having a "walking Board Meeting" this gave the Board an opportunity to see how the committee works and they gave some good input on how to proceed.
- The non-compliance procedures were revised and approved by the Board. Thank you to Susan Klements for her help on this.

➤ **Architectural Review**

- The committee has been able to complete their work via email.
- Approximately 22 requests were processed.
- There was one meeting at the home of one of the owners to review their submittal and the committee is still working on this one with the owner.
- Thank you to the entire committee for their help/input.

➤ **Landscaping**

- Diane Allbright, the committee chair, reported that there where at least 6 requests to change out trees in the area between the home and the sidewalk. 4 of the 6 were approved and paid for by the owners.
- Several of the irrigation valves that were not watering anything were plugged by the committee.
- If anyone sees a leak in the drip system, please call Lewis Management so they can have it repaired.
- A bird habitat was put in along the Northern retention area.
- Diane reminded everyone that prior to planting anything in the common areas must be submitted for and approved first.
- The committee has been working on the landscape guidelines.

➤ **Clean & Safe Committee**

- Paul Ghodes is the committee chair and he reported that the committee picks up trash in the community on a weekly basis, and checking of the lights.
- The Neighborhood Watch is being updated, so homeowners will be contacted in the near future to keep the list updated.

➤ **Governing Document Review Committee**

- Susan Klement thanked the committee members for their work on the documents.
- Susan has been working on editing the documents and making them more machine readable documents. She will distribute them to the community as soon as they are completed.
- At the meeting in November, some changes have been made to the By-laws. For example, the date of the Annual Meeting has been changed, as well as the quorum requirement for the meeting. They also made it possible for the Board to establish committees. Another change will be voted on tonight concerning voting.
- Changes to the CC&R's will not be made without the homeowners knowledge and input.

➤ **Transition Committee**

- The committee has not done a lot of the past year, as they were focused on keeping the Association running smoothly.
- One of the largest items that the committee was working on was the acceptance of the streets by the City.
- The Developer also submitted all necessary paperwork for the drainage ditches and the HOA was able to remove the straw bails from that area.
- The committee has compiled a list of potential expenses that were paid for by the HOA and should have been paid for by the Developer. They will be working with the Developer to get reimbursed for some of these expenses.
- At this point in time, there is not a huge rush to get the transition completed. Mr. Miller has really stepped back and allowed the HOA to run as a homeowner controlled Board.

- The largest difference once the transition occurs is that the use of proxy's will no longer be allowed.

## **V. Discussion and voting on the following proposed bylaw amendment**

Article 2.11 currently says:

Voting. The voting provisions for the Association are set forth in the Declaration.

Amend it to read:

2.11. Voting. The voting provisions for the Association are set forth in the Declaration, except that members who are more than 120 days in arrears for either dues or fines may not vote at meetings or stand for office.

- The By-law amendment was approved with a vote of 52 in favor and 2 against.

## **VI. Voting Results**

- Michael Katz presented Carole Baumgarten with a thank you for her time served on the Board. Kathy Hyle is also leaving the Board and was presented with a thank you from the Board.
- Carole Baumgarten introduced the members of the nominating committee. Carole then asked each owner that is running for the Board to stand up and introduce themselves.
- All of the candidates on the ballot were voted in by acclamation. The new Board members are Matt Fischler, Michael Katz, Bradley Stroup, Susan Klement, and Ken Shackman.
- The 2009 Annual Meeting Minutes were approved as submitted.

## **VII. Adjournment**

***With no further business to discuss, a motion to adjourn at 7:00 PM. was made, seconded and passed with a unanimous vote.***