

Armory Park del Sol Homeowners' Association  
Board of Directors Meeting, March 8, 2010, Armory Park Senior Center  
**MINUTES**

I Call to Order: The President called the meeting to order at 5:34 p.m.

a) Directors present: Matt Fischler, Mike Katz, Susan Klement, Ken Shackman, Brad Stroup

b) Homeowners present: Darryl De Shurley, Dolores and Paul Gohdes (left at 6:49 p.m.), Kathy Heyl, Bob and Wanda Stauffacher, Allen Veaner, Mary Wells (left at 6:13 p.m.)

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible/ Date Due</b>
II <u>Directors' Comments</u>	No comments.		
III <u>Approval of the minutes of the previous meeting</u>	<p>The board reviewed the minutes of the last Board meeting held on February 8, 2010. There were no amendments.</p> <p>An LMRI staffer took minutes of the board meeting held after the annual meeting but we have not seen those minutes. In any case, the meeting was brief and informal, with no motions. It comprised the agreements of all new directors present to take on their current executive positions.</p>	Ken moved acceptance of the minutes of 10/02/08. Matt seconded. Approved.	
IV <u>Reports</u> a) President's report— Mike Katz	No report.		
b) Treasurer's report— Ken Shackman	The treasurer did not receive the financial statements for February, as LMRI generally produces them on the 10 <sup>th</sup> of the month, so there was no treasurer's report.		

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible/ Date Due</b>
c) Finance committee report—Ken Shackman	The Finance Committee met on February 16 <sup>th</sup> and discussed the previous month’s financial statements. It is tracking irrigation water usage. (The system was turned off recently due to the amount of rain in Tucson.) The Committee has written RFPs for a tree service contractor and an arborist and distributed drafts to the board. Members discussed masonry wall repairs and replacement of yard lights. A report is attached.		
d) Architectural Review Committee report—Matt Fischler	No one sent in any requests in the past month.		
e) CC&Rs Compliance Committee report—Ken Shackman	The Committee met in February. It does an inspection of the neighborhood each month. Seven properties were not in compliance at the end of the month. A report and a handout are attached.	Susan moved that the board give permission to the CC&R Committee to send a notice of noncompliance to the owner of Lot 56. Brad seconded. Approved.	Ken
f) Transition Committee report—Mike Katz	No report.		
g) Clean and Safe Committee report—Paul Gohdes	The Neighborhood Watch update is almost finished. Many new people have joined, so the list is more complete than previously.		
h) Landscaping Committee report—Dian Albright	No report. (Mike did not ask committee chairs for reports as this meeting closely followed the annual meeting at which chairs spoke extensively.) Mike asked Kathy Heyl to co-chair the committee due to the amount of work we expect in the coming year. Kathy agreed.		

**Comment [MK1]:** Ken, what is a reasonable deadline to have this letter out. I would like for usa to get used to setting deadlines whenever possible

Topic	Discussion	Action	Responsible/ Date Due
i) Governing Documents Revision Committee Report—Susan Klement	No report.		
<u>V Old Business</u> a) Member noncompliance updates i) Mr Moody, home and landscaping update—Ken Shackman	Ken sent an email to Kim Rubly regarding this issue reminding her to respond. She has not done so. Mr. Moody is making progress on the list of requests, but not always in the desired manner. He has not contacted Lewis Management but seems to do the projects in his own manner, not always in accordance with HOA requirements. The board has been seeking guidance from LMRI on how to proceed in this matter, but has not yet received any. Neither has Mr. Moody’s realtor responded to any board letter. Mike suggests a face-to-face meeting with one or more board members, Mr. Moody, his realtor, and LMRI.	Matt suggests a follow-up letter to Mr. Moody comparing what we asked for to what we received—in other words, stating that Mr. Moody has made some progress on completing the list of requests but that there are still outstanding issues. There was general agreement to send this letter prior to requesting a face-to-face meeting.	Ken will draft a letter.
b) Light bulb change policy review	AZ Proscapes charges us \$15 to change a bulb. We provide the bulbs. We change the front light bulbs. AZ Proscapes will need a reminder that changing garage light bulbs is included in the contract as they have not changed any recently. Darryl kindly offered to change all light bulbs but the HOA cannot accept the liability involved in having a member climb a ladder. There is a logistical issue for all light bulbs: who keeps the bulbs? We should have more than one stash of bulbs in case someone with a stash is out of town.	Darryl will change only front light bulbs. Brad will purchase 3 boxes of 40 watt bulbs. We will try to standardize on cool white. There was no decision on who will keep the bulbs [or was there?].	Darryl; Brad. Paul will inform Brad as to which bulbs need to be changed and Brad will contact Darryl and provide the bulbs. <i>As needed.</i>

**Comment [MK2]:** Ken, please provide a reasonable deadline

**Comment [MK3]:** Paul and Darryl, I believe. Brad should have a supply, to, that can be provided to Proscapes for the garage bulbs.

Topic	Discussion	Action	Responsible/ Date Due
c) Landscape Guidelines status and update	There are no updates at the moment.	The board needs to look at the guidelines again. Mike will send the latest version of the guidelines out to board members again.	Mike 3/12/10
d) Drainage basins update	Board members including Mike, Matt and former member Kathy removed the rebars from the drainage basins, which seem to be functioning properly. We will do an annual inspection before the monsoon system to see whether anything else needs to be done. LMRI has suggested a vendor. AZ Proscapes charged \$250 to remove the hay bales and cap the rebars; they took the caps back after we removed the rebar. Luis Figueroa talked long ago about installing an additional drain, but this seems to have been forgotten.	Mike will contact the firm that LMRI recommends to see whether it will perform the annual inspection.	Mike 3/12/10
e) Light poles update	There was considerable discussion about what to do about the fallen and soon to fall light poles. We probably cannot afford to replace the poles with non-rusting ones, but possibly we can get thicker gauge poles that might take longer to rust through.	Susan will post the spreadsheet documenting the condition of the light poles on the Yahoo site. Matt will do some research on prices and sources for poles.	Susan Matt: by next Board meeting

**Comment [MK4]:** Reasonable deadline for posting?

Topic	Discussion	Action	Responsible/ Date Due
f) Common wall repair update—Ken Shackman	Two Finance Committee members photographed the cracks. The contractor from whom we received an estimate stated that he found cracks on 27 properties (although there may have been several cracks in the walls on each property), 54 cracks in all. The committee members found only [Ken, what is the correct number here??? I didn't get it; also, I think I missed some other information here; please provide it.] cracks, the majority hairline. Only 9 were 1/8 of an inch or wider. Some blocks have cracks but many cracks are in the expansion joints between the blocks. The Finance Committee, recommends that we do nothing about hairline cracks. As with the rusting light poles, the Committee members could not tell why cracks occurred in some blocks and not others as there seemed to be no rhyme nor reason; probably the cracks are due to settlement.	The Finance committee will continue working on this matter.	Ken will try to get names of wall repair contractors from LMRI and the Yellow Pages, and will check with the Better Business Bureau [and the Registrar of Contractors??] to ensure that there have been no complaints against the firms. By next Board meeting
g) Review of the Annual Meeting	The community should be proud of the excellent turnout. We will review Kathy's minutes of the annual meeting at the next board meeting.	Susan moved and Matt seconded that Mike should receive reimbursement for the plaques he presented to outgoing board members Carole Baumgarten and Kathy Heyl. Mike stated firmly that he would not cash such a check, so Susan withdrew her motion.	Kathy Heyl 4/12/10

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h) Newsletter	Mike presented a draft copy of the first issue of the Newsletter that Allen Veaner edited. This issue focuses largely on board matters but future issues will likely contain community-wide issues. The Newsletter is one of the HOA's methods of communicating officially with the membership. Future issues will have improved graphics and photographs.	The HOA will distribute the Newsletter electronically to all those who gave email addresses and will send print copies to the other members.	Mike 3/12/10
VI <u>New Business</u> a) Board goals for 2010-11	Probably, the goals for the current year will be the same as, or similar to, those of last year.	Mike will send out last year's set of goals to the board for review.	Mike 3/12/10
b) Committees i) Recruitment of members	According to LMRI staffer, Andrea Stevens, several members put their names on the signup sheets that were available at the annual meeting asking for volunteers for committees. Unfortunately, those signup sheets are now nowhere to be found.		
c) Is there a need for new committees?	Ken believes there should be a social committee and a welcome committee. Wanda informed the meeting that Jerry Swatez's Cultivating Community group has suggested a Welcome Committee and a number of social activities. Communication between the board and the community will be important to ensure that there is no duplication of activities.	It is necessary for us to work out the exact relationship between the HOA and the community. Perhaps we should invite Jerry to the next board meeting to discuss this matter.	Mike 4/1/10
d) Proposed change in meetings minutes format	Mike proposed a new format for the minutes to make it more clear who is responsible for what actions.	Board members will comment on the value of the new format.	Susan; board members

Topic	Discussion	Action	Responsible/ Date Due
e) Myers (lot 43) and other drainage maintenance issues	Hal Myers sent a letter to LMRI a couple of years ago complaining about some drainage issues. He received no follow-up. Mike, Ken and Matt inspected the drainage system at Hal’s property. All, including Hal, thought it seemed to be functioning properly. Luis Figueroa happened to come by and stated that the drainage system was the way it was supposed to be. Matt and Arpine Grenier think there may be some additional problems. Kathy said that John Wesley Miller had stated that water pooling on a property for a couple of days is not a problem; in fact, the properties were designed to accommodate that.	Board members will walk around to see whether there are any noticeable drainage problems. We need an inventory of drainage systems add-ons indicating where they are and who, installed them. AZ Proscapes may have installed some or all of the additions.	Board members
f) Tree trimming i) RFP update—Ken Shackman	The Finance Committee has submitted a draft Request for Proposals for a certified arborist and a tree trimming contractor to the board. Board members commented and Ken has incorporated some of the comments into a new draft.	The Finance Committee will continue this effort.	Ken
ii) Pruning by owners	It has come to the attention of the CC&R Compliance Committee that a few homeowners have engaged contractors to trim their front yard trees. This is a contravention of the CC&Rs.	The CC&R Committee will draft an email message to the members stating that trimming front yard trees is not permissible.	Ken
iii) Shapiro (lot 28) grapefruit tree	Bob Shapiro has written to indicate he is now ready to have the grapefruit tree in his front yard removed. There was discussion as to whether the board should direct AZ Proscapes to remove the tree or include it in the new tree trimming proposal.	Board members will take another look at the tree to make this decision.	Board members

**Comment [MK5]:** What is a reasonable deadline to get the arborist document out?

**Comment [MK6]:** What is a reasonable deadline to get this letter out?

**Comment [MK7]:** Who will do this, and when?

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible/ Date Due</b>
g) Dust issue on the vacant lot at 505 Downtown Street	The Design Guidelines state that empty lots should be covered with decomposed granite.	We should ask John Wesley Miller Companies to carry out this project.	Ken will draft a letter to John.
h) City of Tucson Watersmart Business program	Carol Bender gave the board a leaflet concerning the City of Tucson's Watersmart Business Program, which offers rebates for irrigation system upgrades such as cisterns or water gauges that inform people when they can provide less irrigation. This program is available to others besides businesses. <a href="http://www.tucsonaz.gov/water/conservation.htm">www.tucsonaz.gov/water/conservation.htm</a>	We should place this matter on the agenda for next board meeting. Perhaps we should invite a representative from Tucson Water to visit the neighborhood to find out what more we could do to conserve water.	Mike 4/12/10
i) LMRI staffing	Kim Rubly's new assistant Diane Hozjan resigned the day after our annual meeting. Kim currently has no assistant but is interviewing candidates, so the situation is temporary. However, Kathy reported that she and John never received a letter from LMRI stating that the Architectural Committee had approved a project they submitted. Tom Skinner reported the same thing, although, in each case, the Committee had approved the projects. Members are not receiving the necessary paperwork.	There is a need for another quarterly meeting with LMRI.	Mike and Ken 4/12/10
VII Call to the audience/ Homeowner input	Homeowners made a number of comments during the meeting, but none at this time. Arpine Grenier submitted written comments since she was not able to attend the meeting. These comments were distributed to board members.		
VIII Date for the next	Mike reminded everyone in emails that the next		

**Comment [MK8]:** What is a reasonable deadline for this letter to go out?



Board meeting	meeting will be on April 19th.		
IX Adjournment	The meeting adjourned just prior to 7:30 p.m.		

