

**Armory Park Del Sol Homeowners Association
Board Meeting Minutes
November 18, 2013**

Present: Mike Katz, President, Dave Danell, Matt Fischler Alice Dance and Shirley McGhee, Vice President. Also present was Tara Yokley representing Y Cross Management.

Absent: All present.

Call to Order and Introductions

The meeting was called to order at 5:30 p.m.

Directors Comments

No Comments

Approval of Minutes

- A motion to approve the September 16, 2013 Board meeting minutes as amended was seconded and passed unanimously.
- A motion to approve the October 16, 2013 Budget meeting minutes as amended was seconded and passed unanimously.
- Minutes have not been posted on the website for the past two years. They will be posted in the future.

Reports

President's Report – Mike Katz

Mike Katz conducted the meeting. There was no formal report.

Treasurer's/Finance Committee Report - Matt Fischler

1. The September and October, 2013 financials were provided to the Board and reviewed by Matt Fischler with those present.
 - Water bills keep increasing. Dave will check with Sonoran Oasis to see if they have changed the timers. Dave will keep a report on leaks by zone. Tara will scan the water bills for each zone and provide to the Board.
2. 2014 Budget
 - At the October 16, 2013, Budget meeting the Board approved a budget for 2014. There was a ten percent increase in assessments. All of that increase will go to landscaping. The notices will be sent out soon. Tara will send Mike a copy of the draft letter before sending it out.

Manager's Report – Tara Yokley

A copy of the manager's report was included in the Board packet (hard copies were provided for Shirley and Alice) and reviewed by Ms. Yokley with those present. Advise Tara if you want a hard copy.

Financial Statements

- Financial Statements for months ending September and October were included in the Board packet. Also provided in two separate attachments titled "detailed financial

reports” are a Check Disbursement Report, copies of bank statements and reconciliation, Aged Owners Balance Report and Owners Pre-Pays Report for both months.

- Total assessment income at the end of September was \$4,663. Operating Expenses for the same period were \$8,340, which was \$1,809 over budget. Items over budget were landscape misc. (9/13 expense of \$3,459 – Arborist Consulting with Juan Barba, consulting with Gardening Insights and the gravel project with Eco Sense Landscaping) and landscape irrigation (9/13 expense of \$379.44 – irrigation and sprinkler repairs at 331 S. 3rd, 493 Laos, 501 Laos, 523 3rd) and light bulb replacements at 461 and 472 Laos and 475 3rd and general maintenance which included the three backflow tests. Water was also over budget which is most likely a result of the irrigation leaks. Total assessment income at the end of October was \$8,639. Operating Expenses for the same period were \$5,579. Items over budget were landscape irrigation repairs and general maintenance for the installation of a breaker and timer for the irrigation. Water was over budget (even more so) again this month as a result of the irrigation leaks. Copies of water bills were provided to Matt Fischler for review. The Balance Sheet of October 31, 2013 shows Total Assets of \$53,742 and the Association has no debt.
- A check was received from Tanis Duncan for \$3,132.40 for accounts she was able to collect.

CC&R Enforcement

- There are 10 violations open; nine are landscape related and one is architectural. The majority of the violations were for weeds. There are no hearings scheduled.

ARC

- Five architectural submittals were approved since the last meeting. One landscaping submittal is pending.

Architectural Review Committee - Matt Fischler

- No report.

CC&R Compliance Committee – Tom Skinner

- Discussed during manager’s report.

Clean and Safe Committee – Baumgarten (Absent)

- Front yard fixture broke. Replacements were ordered.
- Susan is going to do the map for neighborhood watch.
- Homeowner thanked the HOA for having the detention basins cleaned up.

Landscaping Committee – McGhee

- A tree replacement plan has been developed to replace diseased trees.
- Did a site tour with Greg to get ideas on front yards (ideas on how to upgrade, how to prioritize, etc.). Any suggestions are welcomed.
- Replacement of small plants has been delayed until spring. DG also needs to be done. Will be doing hard pruning soon. This also helps with pack rat and pest control.
- Let Shirley know if you are interested in volunteering for the Landscape committee.
- Mike thanked the landscape committee.

Governing Document Review Committee Ken Shackman

- We have been making significant progress.
- Met with homeowners’ October 16th. There was good attendance at that meeting.

- Based on the survey and the meeting, a memo was prepared for the Board and will be discussed later during this meeting.

Old Business

1. Landscape Issues

A. Maintenance Contract

Sonoran Oasis started November 1st. They provide service all day every Friday. The owner, Debra, has been very communicative and helpful with any issues. They are working in sections. They will do walk-throughs and if they see an issue, they will take care of it even if it is not their scheduled section for that week. There has been a noticeable improvement. Any issues that might be a risk (low hanging trees) please advise Tara or the Board. Will consider removing poly when addressing the emitters.

a. Blowers

There have been two complaints on the use of blowers. Sonoran Oasis will minimize their use as much as possible.

B. Landscaping Plan – What’s next

The landscape committee is coming up with criteria and a priority list.

First item to address are things that are safety issues. (Example agave going across the sidewalk). Our goal is less maintenance and less water usage.

a. Trees

There are approximately 50 trees on the list currently to plant (5 – 15 gallon). Inappropriate tree plantings will be addressed in the future (trees that have been planted that are not approved). The trees slated for removal are the Palo Verdes. The committee recommends starting on the half of the trees and to get costs for tree removal from Sonoran Oasis.

b. Front Yards

Greg advised that trees should be given priority over front yards.

The new landscape company will address the broken emitters and placement.

Tara will get costs for irrigation replacement (on zone by zone basis).

2. Sidewalk Cracks – Attorney Opinion

- A homeowner reported a crack in the sidewalk leading from the common sidewalk to their porch. The question was raised as to responsibility of that portion of the sidewalks. We consulted with the attorney (copy of letter from Tanis Duncan was provided in the Board packet). Any common area is the HOA’s responsibility. According to the plat there is a 20 foot strip of common area in front of the yards and if the crack is within that area, the HOA would be responsible. If the crack is outside of that area, it is the homeowner’s responsibility. If it is not obvious, a surveyor would have to be hired. *Tara will re-inspect the sidewalk/property in question and advise the Board.*
- A slab has uplifted (Lot 93). Screws loose in the metal drain in front of the dumpster (Southern Pacific and south of Anatole on the north side of the vacant lot). *Tara will get bids to have the sidewalk ground down and will follow up with the loose drain screws.*

- NEC Anatole/Ott, where sidewalk ends, root pulling up sidewalk. Mike will follow up on this one.

New Business

1. CC&R's Amendments Proposed by Committee

- Ken sent the Board a detailed memorandum on his committee's behalf regarding the potential revisions of the CC&R's. Board will review and take under consideration. The Board will hold a study session December 16th at 5:30 open to homeowners. [Tara will secure a venue for the study group meeting](#). Ken is preparing a presentation.
- The Board commended the committee for their hard work on this project.
- The committee discovered some inconsistencies in the assessor's records and would like to follow up with the Pima County Assessor.

Call to the Audience/Homeowner Input

The following topics were raised by homeowners:

- Discussion ensued during the new and old business regarding landscape issues and sidewalk cracks and discussion of CC&R's.
- Not receiving statements. **There have been mail issues.**
- Cookie exchange December 8th from 2:00 p.m. and 4:00 p.m. at Shirley's house. RSVP to Shirley, Pria or Carol.

Date for Next Board Meetings

[TBD Tara will confirm venue/date for the annual meeting.](#)

January 20th Board of Directors meeting; to be confirmed. [Tara will confirm date/location with St. Andrews Church.](#)

Adjournment

With no further business to discuss the meeting was adjourned at 7:13 p.m.

Respectfully submitted by:

Tara Yokley, for Y Cross Management Group

Summary

Motions

- A motion to approve the September 16, 2013 Board meeting minutes as amended was seconded and passed unanimously.
- A motion to approve the October 16, 2013 Budget meeting minutes as amended was seconded and passed unanimously.

Action Items

- Tara will get costs for irrigation replacement (on zone by zone basis).
- Tara will re-inspect the sidewalk/property in question and advise the Board.
- A slab has uplifted (Lot 93). Screws loose in the metal drain in front of the dumpster (Southern Pacific and south of Anatole on the north side of the vacant lot). Tara will get bids to have the sidewalk ground down and will follow up with the loose drain screws.
- The Board will hold a study session December 16th at 5:30 open to homeowners. Tara will secure a venue for the study group meeting. TBD Tara will confirm venue/date for the annual meeting.
- January 20th Board of Directors meeting; to be confirmed. Tara will confirm date/location with St. Andrews Church.
- At the October 16, 2013, Budget meeting the Board approved a budget for 2014. There was a ten percent increase in assessments. All of that increase will go to landscaping. The notices will be sent out soon. Tara will send Mike a copy of the draft letter before sending it out.
- Tara will scan the water bills for each zone and provide to the Board.