

**STAR VALLEY HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
15 SEPTEMBER 2022**

DATE: Sept 15, 2022

TIME: 6:00 PM

LOCATION: Via Zoom Teleconferencing, Hosted by Platinum Management. Inc.

BOARD OF DIRECTORS ROLL CALL:

Present:

Ozzie Nelson-President
Ray Marquez-Vice President
Bonnie Dukes-Director at Large
Dan Pritchard-Treasurer
Bibiana Law-Secretary

1. QUORUM: Quorum was met with the roll call and five (5) Directors present.

- The Meeting was called to order at 6:05 pm.

2. Opening Comments by Ozzie Nelson

- Last board meeting was on April 14, 2022 with a full quorum, and minutes are posted on the SVEHOA website.
- Planned meetings are held quarterly with annual members meeting conducted in March.
- Due to COVID restrictions, meetings are still via Zoom. (Mission Pima Community Library has opened its Public Conference Room during weekdays, but still closed on weekends; Valencia Public Library open on Saturdays and does have a Public Conference available).
- Agenda for today: Officer reports, brief summary of community drive-thru infractions, additional topics for open discussion, include options for providing feedback to the community, 2023 budget discussion (and approval?), web page updates, and homeowner survey (Jan 2021).

3. Community Input:

- Tony Moreno commented that the tree on the corner of Brightwater and Wade still needs trimming in order to not block drivers from seeing oncoming traffic. Dan mentioned trees were trimmed on Brightwater and Wade earlier this week, but that he will check and call again. Ray Marquez mentioned if the problem continues, he can take care of the problem and trim as needed.

4. Officer Reports

a. President's Report

- There have been issues with receiving e-mail from board members via the group mailing list but is being fixed.
- Ozzie noted a hazardous/safety concern on Lot 41 with a large Palo Verde tree with main branches chained where the chain dug deep over the years. He sent pictures to an arborist who agreed. The board agreed to cite the homeowner and offered to obtain estimates. Homeowner declined but requested to Platinum with a request for a 90 day extension (Sept 6) to fix the hazardous condition, which was approved by the board, who also requested an update August 24. No update was given, and a certified letter was sent Sept 2 for an update

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and preference for virtual or in-person meeting. Since then, the homeowner has been in contact with Dan, and Ozzie will draft a letter to pass information from the arborist to the homeowner to assist his decision.

- Ozzie raised some questions regarding the non-user friendliness of the SVEHOA website currently maintained by Platinum, and with back and forth collaboration, the website is improving with on-going work.
- Ozzie drafted the draft agenda for this meeting.

Motion: Ozzie makes a motion to accept the President's report. Bonnie seconded.

Vote: All in Favor, motion passed.

b. Treasurer's Report

- Dan went over the budget, including line items and collections (see Excel attached to these minutes).

Motion: Ozzie makes a motion to accept the Treasurer's report. Bonnie seconded.

Vote: All in Favor, motion passed.

c. Secretary's Report

- Bibiana went over the in-lieu items for the period May 1 to Sept 14, 2022 (see Excel attached to these minutes), totaling 9 items.

Motion: Bibiana makes a motion to accept the Secretary's report. Ozzie seconded.

Vote: All in Favor, motion passed.

d. Community Drive-Thru Inspection Report - Ozzie Nelson

- 8/1/22 - 18 Citations (14 weeds/1 Parking/2 Trash/1 Basketball Hoop; 2 lots recommended for hearings)
- 8/15/22 – 8 Citations (3 weeds/2 Parking/2 Trash/1 Tree Trimming; 30 sightings for weeds, but no letters)
- 9/6/22 – 16 Citations (10 weeds/4 Parking/1 Basketball Hoop/1 Broken Gate)

e. ACC Report

Dan gave an update that 7 ARF requests were submitted, 5 were approved (brick wall, brick wall with double gate, concrete pad, 2 for exterior painting schemes) and 2 are pending (carport and pool) waiting for a permit. ACC report is attached to these minutes. Dan and Bonnie are currently on the ACC committee. Ray Marquez joined.

Motion: Ozzie makes a motion to accept the ACC report. Ray seconded.

Vote: All in Favor, motion passed.

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5. Topics for Open Discussion

a. Community Update Memo

- Ozzie asked how to provide feedback to the community, for example, regarding the weed situation, perhaps via a memo. There used to be a newsletter but that did not work. Meeting minutes are currently posted on the website, and the website is being worked on to be more user-friendly. Ozzie asked for any ideas?
- No new ideas were brought up.

Motion: Ozzie makes a motion to continue to use the website to disseminate information. Bonnie seconded.

Vote: All in Favor, motion passed.

b. 2023 Budget Discussion

- Dan estimates that there is \$14,900 left, even with \$2,500 taken off for the insurance, and based on historical costs, recommends to reduce the assessment from \$26 to \$25 per quarter, to bring down the balance to \$10,000.
- Dan also states that by the end of November, board will need to make a decision regarding the website platform, if to use Platinum's platform vs. using the current one used by the board (Platinum currently manages the website). Ozzie asked if Spenser can give an estimate, as maybe less than \$25/quarter is possible, and Dan states he did use estimates and that \$25/month is ok. Ozzie comments that the board cannot lower/increase too much, as regulations allow only a certain percentage change.
- Tony Romero suggested what if keep at \$26/quarter but provide one free weed spray per yard. Ozzie asked how much spraying costed. Tony mentioned 2 gallon pre-emergent was \$160 but lasted two seasons. Ray mentioned a charge of \$100/yard, better companies guarantee for a few months. Bonnie mentioned \$225/yard but no weed for 2 years. Ozzie suggests to take this under advisement, but for now, the HOA does not have the capacity to do this, but will consider for the future.

Motion: Ozzie makes a motion to approve 2023 HOA budget, based on a quarterly assessment of \$25/quarter. Bibiana seconded.

Vote: Four in Favor, Bonnie opposed, motion passed.

c. HOA Website Discussion

- Bonnie suggests 1) Not to use yellow buttons on white background, as very difficult for seniors to see them. Suggest dark greens and blacks, 2) ARF forms that can be filled out and submitted via email directly to Platinum so fillable ARF forms, as some past submissions have been very difficult to read, and 3) Need for website to be more user-friendly, need to simplify, no need for username or password, instead last name and lot no. sufficient.

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- Ozzie mentioned that the website is somewhat more user-friendly now and does not require a log in or password, and Spenser has added archival info and the website will continue to evolve. Also correspondence sent to board members was not working properly so emails have been checked, and board group email has been set up.
- Dan mentioned Spenser works only part-time, so need to be patient.

d. Homeowners Survey (from Jan 2021)

- Ozzie summarized that the homeowners' survey started in Sept 2020 (3 additional iterations over 4 months), and was originally developed to address negative criticism from one homeowner that thought he spoke for the entire association. The survey was finalized mid-Jan 2021, sent to homeowners, and about 45 surveys were returned, with comments over 90 days. Survey and comments are posted on the website. Survey was on interest on the HOA, topics with governing documents including weeds, yard debris, parking, and architectural improvements (painting and external maintenance). A new board came into place March 2021 and the survey was put on the backburner. No need for another survey, but would like to concentrate on painting and external maintenance suggestions and criteria (exterior stucco - patching and paint, faded garage doors, ancillary structures (entry gates and fences). Would like the survey not to fall aside.
- Bonnie agreed and commented that she thought the reason why the external maintenance/painting fell aside was because the paint committee was not voted on properly.
- Bibiana mentioned she recalled that Platinum did do an inspection and did send out letters, but there were complaints from homeowners who received letters to paint their homes who recently did, and they mentioned some who never painted did not get cited. The issue was that there were no standardized criteria, and that eventually the letters were recalled. Also, this is not a good time for citing houses to be painted, due to high inflation and a recession coming in.
- Ozzie states he would like to draft a memo with draft criteria homeowners could use to help evaluate the external condition of their properties (e.g., stucco repairs, fascia boards needing paint, faded garage doors, etc.). The intent is to inform the community of sensible standards they could use to help prioritize external home repairs. Feedback and suggestions from the community would also be solicited.
- Tony recalled that written criteria was previously not set and established and published, in other words, something to disseminate to the community and agreed upon and that was why the painting agenda fell to the side. Tony suggested specific criteria that are objective, such as if one sells the house, that it needs to be painted if it wasn't within a set number of years, as he was caught shortly after purchasing his house and that could be put in the regulations. Bibiana mentioned that CC&Rs are extremely difficult to amend, especially with a recent unanimous decision by AZ Supreme court (Kalway vs. Calabria Ranch HOA) limiting the HOA's ability to add any new restrictions or to materially alter existing provisions. There has to be language in the original declaration or the rules are unenforceable.

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Motion: Dan makes a motion that Ozzie writes a draft letter to the community regarding the external maintenance suggestions and criteria (exterior stucco - patching and paint, faded garage doors, ancillary structures (entry gates and fences), for the board to approve to send out. Ozzie seconded.

Vote: All in Favor, motion passed.

e. Hearing Policy Discussion

- Ozzie summarized that a committee was formed during the Oct 20, 2020 meeting to determine when hearings should be scheduled for homeowners with infractions, with criteria based on how many of the same infraction notifications occur, whether or not these were consecutive, and over what time frame. Recommendations were that 3 violations are required before a hearing letter is sent, and the 3 infractions could be for the same offense observed over a six month time period, or for 3 different infractions observed on a single drive-thru. The motion did not pass as a homeowner with 3 consecutive infractions could go as long as 6 months, and in the other case a hearing notice would be sent immediately if 3 different citations were observed on a single day.
- Ozzie adds additional considerations are the seriousness of the infraction (consecutive citations are not necessarily mandatory for a hearing to be scheduled), as some circumstances warrant an immediate hearing (e.g. possible safety issue of abandoned vehicle or tree being a possible hazard, painting of an off color or graffiti).
- Dan was on the hearing policy committee and commented that there was no outcome from that committee because there was no agreement, and that a policy does exist in our documents. There were hearings but fines were suspended if the homeowner fixed the issue and there are no further infractions, but there are a handful of homeowners who consistently have reoccurrences and they have continued to be in violation.
- Bonnie stated that the need to have consecutive citations was an issue and causing hearing delays.
- Bibiana stated that Platinum has requested hearings but there has been no reply from the board, due to many reasons but at this time, it isn't necessarily the consecutive issue that is causing a delay in hearings. She also states that the tone used is unnecessary in the letters, and that sometimes templates and sentences are not pertinent to the matter. Bonnie asked if the tone of letters could be changed, and Ozzie states that yes, the board can have more oversight over the letters, especially to those subject to hearings. Ozzie also mentioned that instead of having another hearing policy committee, he would go over the inspection reports of late and assess the current situation.

6. Meeting Adjourn

- Next Zoom meeting is planned to be on Thursday, Nov 10, 2022 at 6 pm.

Motion: Ozzie makes a motion to adjourn the meeting. Motion is seconded by Bonnie.

Vote: All approved, meeting adjourned at 8:02 PM.