

Minutes

ESTATES AT CIENEGA CREEK PRESERVE COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

DATE: March 9, 2016
TIME: 6:00 p.m.
LOCATION: Rincon Valley Fire Station #1

CALL TO ORDER: The meeting was called to order by Frank Shannon at 6:00 p.m.

ROLL CALL

Present: Frank Shannon, President
Mac Finlayson, Vice President
Jim Matczysnki, Vice President

MANAGEMENT: Sylvie McAdams, Association Manager, Cadden Community Management
MINUTE TAKER: Sylvie McAdams

HOMEOWNERS PRESENT:

Jerry Sarkozi (Lot #02)
Jim Morehouse (Lot #17)
Nick Roth (Lot #20)

QUORUM

At least two (2) Board members must be present. Quorum was met with three (3) members present.

APPROVAL OF MINUTES

The Board reviewed the minutes. **Motion:** A motion was made and seconded to approve the minutes of the September 8, 2014 Board meeting as written. The motion passed unanimously. Please note, minutes from 2015 have not been found since the transition of management companies.

QUESTIONS/COMMENTS FROM MEMBERS

One homeowner asked why assessment payments are mailed to the Las Vegas address. Manager reported that Cadden uses a check processing company to process checks, as Cadden does not have the manpower to open up the number of checks that Cadden could receive on a monthly basis.

Discussion ensued about weeds and what is defined as a weed. Some homeowners received recent weed letters from the Manager and had questions about the process.

Discussion also ensued about the nature trails and the entrance of the pathways being overgrown. Manager informed Board that she would be meeting with Complete Landscaping on March 30, 2016 to go over the common areas and maintenance needed. The Manager will coordinate a walk-through with the landscaping company and Jim Matczynski on the same day, so he can go over the nature paths with them and also look at some open space issues.

Discussion also ensued about the paved walkway. The Board advised the homeowners present that Pima County is responsible for maintaining that walkway.

PRESIDENT REPORT – *Frank Shannon*

Frank welcomed the change in Management. He has seen an improvement in communication. It will take a little time to run smoothly.

TREASURER REPORT – *Mac Finlayson*

Balance sheet as of February 29, 2016 showed a total of \$10,279.12 in Operating, \$32,764.58 in Reserves, and \$1,802.08 in Operating Net Income.

LANDSCAPE REPORT – *Jim Matczynski*

Jim will meet with Complete Landscaping on March 30, 2016 to do a walk-through of the nature paths and open space and get quotes for areas that need attention. He would like for the landscaping company to provide a calendar of events and when they address specific areas in the community.

ARCHITECTURAL REPORT – *Jerry Sarkozi*

Nothing to report at this time.

MANAGER REPORT – *Sylvie McAdams*

A written report was in the Board packet. There is nothing further to add at this time.

OLD BUSINESS:

None at this time.

NEW BUSINESS:

Payment and Collection Policy - **Motion:** A motion was made and seconded to approve the Payment and Collection Policy as written. The motion passed unanimously. Policy will be mailed to all homeowners via U.S. mail.

2016 Budget - **Motion:** A motion was made and seconded to approve the 2016 Budget as written. The motion passed unanimously. Budget will be mailed to all homeowners via U.S. mail.

Common Area (open space) – overgrown - This was discussed under Landscape Report above.

Alliance Bank Signature Card – Two signatures from Board members are required for any Reserve check that is paid from the HOA. The Manager obtained signatures and necessary information for the bank card.

NEXT SCHEDULED BOARD MEETINGS:

Wednesday, June 8, 2016 at 6:00 p.m. at the Rincon Valley Fire Station #1.

ADJOURNMENT:

Motion: A motion was made and seconded to adjourn the meeting at 6:49 p.m. The motion passed unanimously.