

## Minutes

# ESTATES AT CIENEGA CREEK PRESERVE COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

**DATE:** December 12, 2018  
**TIME:** 6:00 p.m.  
**LOCATION:** Rincon Valley Fire Station #1

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**CALL TO ORDER:** Jerry Sarkozi called the meeting to order at 6:02 p.m.

**ROLL CALL:**

**Present:** Jerry Sarkozi, President  
Tieann Blackburn, Treasurer/Secretary

**Absent:** Scott Grissett, Vice President

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

**HOMEOWNERS PRESENT:**

Nick Roth (Lot #20)  
Mac Finlayson (Lot #36)

**QUORUM:**

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

**APPROVAL OF MINUTES:**

The Board reviewed the minutes. **Motion:** A motion was made by Tieann Blackburn, and seconded, to approve the minutes of the September 12, 2018 Board meeting as written. The motion passed unanimously.

The Board reviewed the minutes. **Motion:** A motion was made by Tieann Blackburn, and seconded, to approve the minutes of the November 28, 2018 Organizational meeting as written. The motion passed unanimously.

**PRESIDENT REPORT:**

Jerry had nothing to report, but would like to see more homeowners attend meetings and participate. Jerry welcomed Nick Roth to the meeting.

**FINANCIAL FOR THE PERIOD ENDING NOVEMBER 30, 2018:**

Operating Balance:	\$10,566.10
Reserve Balance	\$34,328.87
Delinquent Assessments:	\$1,351.00
Pre-Paid Assessments:	\$593.27
Unpaid Bills:	\$0.00

**MOTION:** A motion was made by Jerry Sarkozi, and seconded, to approve the November 2018 Financials as presented. The motion passed unanimously.

**ARCHITECTURAL REPORT:**

The following ARC requests were submitted and approved since the last meeting:

- Lot #19 – Screened Enclosure for Existing Rear Patio
- Lot #28 – Exterior Painting
- Lot #43 – Porch Extension
- Lot #43 – Pavers
- Lot #43 – Pergola
- Lot #44 – Porch Extension

**OLD BUSINESS:**

None at this time.

**NEW BUSINESS:**

Alliance Bank Signature Card – New signatures need to be obtained. Sylvie was able to get Jerry and Tieann to fill out and sign the form. Sylvie will coordinate with Scott for his completion and signature on the form.

Confirm Members of the Architectural Control Committee – Jerry Sarkozi is the Chair of the committee, and the two other members are Mac Finlayson and Frank Shannon.

HOA Website - Mac Finlayson is not on the Board anymore, but will continue to maintain the website, free of charge. Sylvie provides updates to him. After this meeting, Sylvie will send him the Reserve Study and the 2019 Board meeting dates.

**QUESTIONS/COMMENTS FROM MEMBERS:**

Nick Roth brought up the following topics:

- Was a Reserve Study ever completed? Yes, in September of 2017. 2019 assessment increase of \$5 per quarter was due to the Reserve Study recommendations. The Reserve Study actually recommended a higher increase to meet the reserve contributions which would have been a \$10 increase but the Board decided to approve only a \$5 increase. Nick requested a copy of the Reserve Study. This will be placed on the website by Mac, and Sylvie will email Nick a copy.
- Is an ARC submittal needed for copper caps on the vigas on his house? Yes, but they do need to be the same color as the trim of the house.
- Is an ARC needed for a glass block window in the master bathroom? Yes.

**NEXT SCHEDULED MEETING:**

Wednesday, March 13, 2019 at 6:00 p.m. at the Rincon Valley Fire Station #1, 8850 S. Camino Loma Alta.

**ADJOURNMENT:**

**Motion:** A motion was made and seconded to adjourn at 6:24 p.m. to go into Executive Session per ARS 33-1804(A)(3) and (5). The motion passed unanimously.