

Minutes

ESTATES AT CIENEGA CREEK PRESERVE COMMUNITY ASSOCIATION BOARD OF DIRECTORS MEETING

DATE: March 11, 2020
TIME: 6:00 p.m.
LOCATION: Rincon Valley Fire Station #1

CALL TO ORDER: Jerry Sarkozi called the meeting to order at 6:01 p.m.

ROLL CALL:

Present: Jerry Sarkozi, President
Scott Grissett, Vice President
Jeff Swineford, Treasurer/Secretary

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

HOMEOWNERS PRESENT:

Frank Shannon (Lot #40)
Nicholas and Jennifer Spears (Lot #55)

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 by Jerry Sarkozi, and seconded, to approve the minutes of the December 11, 2019 Board meeting as written. The motion passed unanimously.

PRESIDENT REPORT:

Jerry reported on the death of one of the HOA's former Board members, Mac Finlayson.

FINANCIAL FOR THE PERIOD ENDING FEBRUARY 29, 2020:

Operating Balance:	\$12,162.35
Reserve Balance	\$37,420.53
Delinquent Assessments:	\$1,562.76
Pre-Paid Assessments:	\$1,241.60

MOTION: A motion was made by Jerry Sarkozi, and seconded, to approve the February 2020 Financials as presented. The motion passed unanimously.

ARCHITECTURAL REPORT:

The following ARC request was submitted and approved since the last meeting:

- Lot#16 – Solar Panels
- Lot #65 – Exterior Painting

OLD BUSINESS:

Decorative Gravel for Phase I of the Reserve Study (Quotes) – Per Complete Landscaping, the decorative gravel along Manhead Lookout Place (Phase 1) did not need to be replenished. There is a bare area at the end of the Manhead cul-de-sac, near the non-HOA private property. The landscaping company will rake out that area and re-distribute the gravel, so that it doesn't look bare anymore.

Jerry met with three vendors (Complete Landscaping, Northwest Landscaping, and Sonoran Oasis Landscaping) to get quotes. It was decided that gravel was only needed at the Manhead entrance (north side only), and both sides of the Madrona Station Place entrance. Quotes were discussed.

MOTION: A motion was made by Jerry Sarkozi, and seconded, to approve the cost of \$1,598.72 from Complete Landscaping (Estimate #3562). Project will be paid out of the Reserve account. The motion passed unanimously. Jerry signed the estimate.

Wall along Colossal Cave Road (Quotes) – Per the Reserve Study, this wall will need to be painted in 2020. Jerry met with three vendors (GP Pro Painting, Cole's Custom Painting, and A&A Landscape and Design). Quotes were discussed. **MOTION:** A motion was made by Scott Grissett, and seconded, to approve the cost of \$5,780.00 from A&A Landscape and Design. Project will be paid out of the Reserve account. The motion passed unanimously. Jerry signed the estimate.

HOA's Website – Since Jeff started taking over the website after the last meeting, the website has not been operating correctly from the very beginning. The website is hosted by Go Daddy and Plesk is the application to edit and modify the website. Homeowners, Board members, and the management company have not been able to access the website. Jeff was able to update the website one time but the website went down with no updates. Due to this, he is not even able to troubleshoot the issues. He hasn't yet contacted Go Daddy for support as he was concerned there would be a fee for technical support. He will contact Go Daddy and see if they will provide any technical support free of charge. **MOTION:** A motion was made by Scott Grissett, and seconded, to approve a fee of not to exceed \$100 for technical support if a fee is required. Jeff will be reimbursed by the HOA for any costs regarding this. The motion passed unanimously.

NEW BUSINESS:

HOA Attorney Contracts and Fee Schedules for Collections and General Representation – The Board reviewed contracts by Carpenter Hazelwood (collections and general representation), Maxwell & Morgan (collections and general representation), Brown|Olcott, PLLC (collections and general representation), and Goldschmidt|Shupe PLLC (general representation only). **Motion:** A motion was made by Scott Grissett, and seconded, to approve the contracts for Maxwell & Morgan (collections only) and Goldschmidt|Shupe (general representation). The motion passed unanimously. Jerry signed both contracts.

Exterior Painting – Sylvie advised the Board that she would like to send out painting letters again this year and wanted to make sure the Board was okay with this. The Board agrees but Jerry would like the letters to be sent out no earlier than April. Homeowners will be given a deadline of the middle of August to finish painting, before the September 9, 2020 Board meeting. Sylvie asked the Board to send addresses her way if they are aware of homes that need to be painted.

Alliance Bank Signature Card – Sylvie had a new card filled out by all the Board members as the previous card was filled out by prior Board members and no longer valid.

Architectural Review Committee Membership – One of the committee members, Mac Finlayson, recently passed away, leaving only Jerry Sarkozi and Frank Shannon on the committee. A third member is needed. Frank recommended the homeowner at Lot #44 as he has construction experience. Frank will reach out to this homeowner and find out if he is interested.

QUESTIONS/COMMENTS FROM MEMBERS:

No comments.

NEXT SCHEDULED MEETING:

Wednesday, June 10, 2020 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 6:36 p.m. to go into Executive Session per ARS 33-1804(A)(3). The motion passed unanimously.