

**APPROVED MEETING MINUTES
BOARD OF DIRECTORS MEETING
April 19, 2012**

1. **CALL TO ORDER:** President Melanie Neilson called the meeting to order at 10:00 a.m. and established that a quorum was present.

BOARD MEMBERS PRESENT (5): Melanie Neilson, Michael Moore, Esther Peabody, Penny Rauzi, and Ed Sand

BOARD MEMBER ABSENT (0):

RESIDENTS IN ATTENDANCE (11): Liz Foreman, Dal Foreman, Britt Northcutt, Joseph Wilz, Jack Neilson, Doris Kling, Gary Kling, Doris Bickel, Ron Tuxbury, George Nersesian. Robert Sharp.

VISITORS IN ATTENDANCE: (0)

2. **MINUTES:** Ed Sand moved and Michael Moore seconded approval of the Minutes of the February 20, 2012 Special Board Meeting. Motion carried.

3. **REPORT FROM HOA #1 LIAISON:** Paul Fuchs was not present. Secretary Penny Rauzi stated that she believed that his name had inadvertently been left off the distribution list for the meeting agenda.

4. **PRESIDENT'S REPORT:** President Melanie Neilson discussed proposed changes in Villas Rules and Regulations and Board rules, protocols and officers functions.

5. **TREASURER'S REPORT:** Ron Tuxbury reported for Mike Hatmaker. \$50,000 of Villa funds have been moved to Washington Federal Five-year CDs as these pay 2%. At the end of March there is approximately \$114,000 in Villas Account. No taxes were paid in 2011 because interest is so low there was no income. The Villas has a carry over with the IRS of \$112 to pay future taxes.

6. COMMITTEE REPORTS:

- a. **Landscaping:** Doris Kling reviewed proposals from Northwest Landscaping to upgrade the plantings along the Sun Ridge Villas Entrance. Cost is estimated to be \$1,823 for plants and labor. This amount is already in the Landscape budget. She also reviewed a proposal for the removal and replacement of two dying Palo Verde Trees infested with Witch's Broom. The plan is to replace them with Texas Laurel Trees. These have beautiful purple blooms similar to Wisteria in the spring. She shared concern about the South section of the wall behind the Villas running along SaddleBrooke Boulevard. The decorative rock has washed out exposing unsightly foundation block. She is working with Marco Rubio to get an affordable estimate for replacement of small gravel with larger Rip Rap. She will also consult with Scott Devereaux to try to negotiate a shared approach to this expense.
- b. **Maintenance:** Ron Tuxbury and Michael Moore -- Ron Tuxbury reported that the first ding patch will be done in May. Residents should notify Ron if their stucco is in need of repair because of golf ball dings. He is looking for a new

contractor to do this work. Michael Moore reported that roof inspections should take place next week.

- c. **Termites/Pests:** Liz Foreman -- Report was emailed.
- d. **Unit Representative:** Britt Northcutt – Report has been emailed. There is a high tick infestation this year. We should check doors as well as pets for ticks which can cause Rocky Mountain spotted fever.
- e. **Documents/Rules/ALC** -- Doris Bickel reported that one Satellite Dish was installed. She also mentioned that lightning rods may be needed by the disk if not wired through the cable box.
- f. **Social Committee** -- Melanie Neilson reported for Noreen Fabinski and Brenda Robertson. The visit to the Mini Time Machine Museum had 9 participants. More than 25 participated in the recent Happy Hours. The Potluck organized by Pierre and Noreen Fabinski had 40 participants. .
- g. **Neighborhood Watch** -- Helen Schetky. These reports are emailed.
- h. **Revision of Rules and Regulations** –Penny Rauzi reported that the committee consisting of Dennis Hill, Michael Hatmaker, Melanie Neilson and herself met and drafted two new rules to address recent concerns. Proposed Rule 5.9 addresses Peaceable Occupancy including the issue of noxious fumes as well as other potential problems. Proposed Rule 5.10 addresses Outdoor Cooking. She read the proposed new rules. Printed copies were also available for Board Members and Villa Owners.
- i. **Web Site** – Marilyn Moore. Michael Moore Reported for Marilyn that progress is being made in readying relevant Villa documents so that they can be uploaded once HOA #1 Web Site is up and running. A Written Report will be emailed.

7. ACTION ITEMS:

- a. Ed Sand moved and Esther Peabody seconded approval of the 2012 Long Range Financial Plan as presented at the April 11, 2012 Work Session. Motion Carried.
- b. Penny Rauzi moved and Ed Sand seconded approval of ALC Special Guidelines as Revised April 19, 2012. Motion Carried.
- c. Ed Sand moved and Penny Rauzi seconded approval of the following Forms: **Maintenance Request Forms** as revised April 19, 2012, to include Maintenance, Pest Control and Landscaping Requests with respective Chairs' phone numbers listed; **Villas Request for Payment Form** as revised April 19, 2012; **Villas Rental Occupancy Form** as revise April 19, 2012; and **Villa Resident Emergency Notification Form** as revised April 19, 2012. Motion carried.
- d. Penny Rauzi moved and Ed Sand seconded approval of the new Peaceable Occupancy Rule 5.9 as revised April 19, 2012. Motion carried.
- e. Ed Sand moved and Esther Peabody moved approval of new Outdoor Cooking Rule 5.10 as revised April 19, 2012. Motion carried.
- f. Michael Moore moved and Ed Sand seconded approval of expenditure not to exceed \$1000 for legal review of Villas ALCs Special Guidelines (6 pages), Rules and Regulations (6 pages), Elections Procedures, (3 pages. Motion carried four to one.
- g. Ed Sand moved and Michael Moore seconded approval of landscaping upgrade of Sun Ridge Villa entry not to exceed \$1830. Motion carried.

- h. Penny Rauzi moved and Michael Moore seconded approval of Landscape expenditures not to exceed \$4790 to replace two dying Palo Verde trees at the east turnaround of East Wind Ridge Circle. Motion carried.

8. CONFERENCE ITEMS, AUDIENCE QUESTIONS AND ANSWERS:

- a. Old Business: No old business
- b. New Business: No new business.

10. ADJOURNMENT: Ed Sand moved and Penny Rauzi seconded to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 11:20 p.m.

Penelope Rauzi
Secretary