

San Marcos Estates Homeowners' Association
Open Board Meeting Minutes

November 5, 2018

Facilitator: Bart Salzman, President Location: The board assembled at the AZCEND Community Room. Chairs were locked in storage. Kathleen Coleman offered the use of her home for the meeting and the board and attendees regrouped there.

Directors Present: Bart Salzman, Rich Sisco, Kathleen Coleman, Judy Rosch, Brandi Hulbert

Attendees: Renee Gordon, Manager; Phil Gauthier, VP Operations - ELAN Community Management; Gary Leach, homeowner; Jeff Reynolds, President of Messina HOA

Call to order - Bart Salzman called the meeting to order at 7:15 PM.

Open Forum - Gary Leach addressed the board with two complaints. 1. A neighbor is storing a boat in his backyard. The boat is visible from a section of Saragosa Street. In addition a canopy over the boat is visible. Gary asserted that any permission the neighbor may have obtained for boat storage is invalid. 2. Two residents frequently drive their motorcycles on Saragosa Street, exceeding the speed limit and exceeding the neighbors' tolerance for noise. Gary identified these residents as renters. He urged the board to contact the homeowner and ask him to persuade his renters to reduce their speed and noise.

a) Approval of minutes from the last meeting

Bart moved and the directors unanimously seconded the motion to approve the minutes of the September 17, 2018 meeting as recorded.

Action: The board approved unanimously.

b) President's Report - Bart introduced Jeff Reynolds. Bart and Jeff compared San Marcos Estates HOA and Messina HOA in several respects. Bart reported that he plans to attend a Messina HOA board meeting and continue conversation with Jeff about common HOA issues.

c) Treasurer's Report

Kathleen provided statements and balance sheets which showed a balance of \$119,219.04 at the end of September, 2018. The October report will be ready later this month

d) Committee Reports

A. *We Care*: Bart reported that he sprayed weeds around some mailboxes.

B. *Architectural*: The Architectural Committee approved a planter box at 925 S Cheri Lynn Drive. However, the manager found out that the owner did not approve this change and the tenant was directing the change. After talking to the owner the planter is going to be removed. This makes the request null and void. The file was noted and the owner was sent a letter for his file.

C. *Beautification*: Rich reported that DLP is working on the fall planting projects the board authorized in September.

The forum on turf conversion in the retention basin is scheduled for Monday, November 12, 2018 at 7:00 PM in the AZCEND Community Room. Rich has prepared a one-page handout to give homeowners information about plans for turf conversion and landscape design.

D. *Social*: Bart reported that 17 households participated in the community yard sale. He thanked Brandi for helping with publicity. She is storing banners and signs at her house. She will coordinate publicity next year.

The annual Happy Hour is at Singing Pandas on Wednesday, November 14.

E. *Block Watch*: Judy reported that she distributed handouts at the community yard sale and will distribute more at the happy hour.

e) Management Report

Renee submitted a written report. She added that she is getting more email from board members and she welcomes conversation with board members. She and Bart reported that they are verifying the addresses of offsite owners and composing a list of rental properties.

f) Old Business - None

g) New business

A. *Violations Procedures Review* - Bart led a discussion of the procedures the board could use to deal with violations of CCRs. He noted that mailing violation letters is expensive and is usually not effective. The board discussed a 3-step process that would resemble the process for dealing with delinquent payments.

Motion: Kathleen moved and Bart seconded the motion for Elan to send a postcard as the first notice of violation, a letter as the second notice of violation, and a warning of board action as the third notice of violation.

Action: The motion carried unanimously.

Note: Phil will redesign his report to show first, second and third notices, and will design a checklist postcard to send as the first notice.

B. 2019 Budget - Bart and Kathleen presented the proposed budget. Bart raised the issue of increasing the dues, but said he did not think it was necessary for 2019.

Motion: Kathleen moved and Bart seconded the motion to approve the 2019 budget as proposed.

Action: The motion carried unanimously.

C. Dry Well Modification. Bart reported that he is meeting with Renee and Central Construction on Nov 6th, and gathering proposals for solving the problem of water standing around dry well grates.

D. Winter Newsletter - The deadline for articles is December 22. The mailing date is January 11, 2019.

E. Annual Meeting

Bart proposed meeting at the Chandler Public Library on February 20, 2019, with check-in at 6:30PM and Call to Order at 7:00PM.

Action: The board approved the location, date and times by unanimous consent.

F. Next meeting

The next Open Board Meeting will be Monday, January 21, 2019 at 7:00 PM in AZCEND Community Room.

h) Adjournment

There being no further matters to discuss, at 8:42 PM Bart moved and the Directors unanimously seconded the motion to adjourn to Executive Session.

Respectfully submitted,

Rich Sisco, Secretary.