

Estates at Cherry Ridge Property Owners Association

Regular Board Meeting
March 15, 2022, at 6:00PM

Location: PCC-HOA
1133 Old Chisholm Trail
Dewey, AZ. 86327

Draft Minutes

General Business.

1. **Call to order.** Called to order at 6:00p.m by Director Knopp.
2. **Director's attendance.** Directors Tomlin, Knopp and Longhi were present, Director Latrell was present via conference call; Director Tisdale was absent constituting a quorum.

Member's attendance. There were 11 property owners present.

3. **Chairpersons remarks.** President Tomlin reminded the members that there are board positions to be filled in July at the Annual Meeting. Interested parties should contact Deja Rabone at Tri-City Property Management for details and application information.
4. **Member forum.** Member Carlo Martinelli initiated a conversation about speeding vehicles in the HOA suggesting a message go out to all property owners reminding them of the 25 MPH speed limit within the HOA. The HOA has no authority to penalize offenders other than to issue a letter with a stern warning and hope the offender(s) take note and slow down. Member Paul Unrast suggested that additional speed bumps may be necessary as speeding by his house on Grant Woods Pkwy is an ongoing issue.

Member Kathy Longhi expressed a concern that the speed bump sign in front of their house has not been relocated as discussed in the November 8, 2021, meeting, President Tomlin had committed to contact Earth Resources to get this done. President Tomlin said he did so, and was told the job contractor for the sign would be contacting him which evidently has not happened. Director Longhi announced loudly, "*the sign has not been moved is because it is in front of my house*". A verbal exchange ensued between Longhi and Tomlin that resulted in Director Longhi leaving the meeting at 6:05PM with no explanation other than, "*I'm out of here*". The meeting continued with a 3-person quorum.

5. **Changes/additions to the agenda.** No changes or additions to the meeting agenda.
6. **Review and approval of November 08, 2021, meeting minutes.** Director Tomlin introduced a motion to accept the November 08, 2021, minutes as written, Director Knopp seconded, no discussion, all in favor, motion passed and carried.

7. Reports

- a) **Architectural Review Committee** – Committee member Monika Friend reported there is one new building application. Director Knopp passed along an observation that ARC member Ed Lynch made concerning the new home under construction on Bonanza Trail across from the Battisti residence. A culvert is needed where the driveway meets Bonanza Trail to disperse storm runoff. Friend said the plans showed culvert installation and Tri-City had already sent a notice this needs to be done.
- b) **Assessments and Treasurers Report** – Director Longhi did not assign this report to another board member to present in his absence.

- c) **Firewise Committee Report** – Committee member Carlo Martinelli discussed grant monies available in 2023 for brush clearing. The recent Firewise brush clearing project on Director Latrell's property was partially funded through unused 2022 grant money.

Martinelli discussed the importance of turning in time/materials logs to ECR Firewise by property owners for all time, materials, and labor expenses to clear brush from their property. The HOA must qualify each year by meeting the necessary requirements to maintain the Firewise certification and designation of ECR.

ECR Firewise seeks volunteers to serve on the committee, interested parties to contact any of the Firewise committee members.

Firewise will host a BBQ on April 30, 2022, on the HOA lot across from the mailboxes inside the Dewey Overlook Way gate. Martinelli also announced other upcoming Firewise events in the area.

- d) **Road Committee Report** – Road Committee member Ed Lynch was not present, Director Knopp reported the 2022 road maintenance plan as follows.

- Chip seal Dewey Overlook Way from the entrance gate to Bonanza Trail
- Chip seal Grant Woods Pkwy from Sterling Spur to the emergency gate at Hwy 169
- Oil Grant Woods Pkwy from Bonanza Trail to the south exit gate.
- Repair and patch as needed on backbone roads.

Director Knopp introduced a motion to solicit bids for this work starting with Earth Resources, Director Latrell seconded the motion, all in favor, none opposed, motion passed and carried.

8. **Unfinished Business.**

- a) Update on security camera replacement at mailboxes. \$250 was voted and approved, cost was \$184.19, \$65.81 less than the approved amount.
- b) Update on HOA computer purchase. Bob Austin will have an update at the May meeting.
- c) Update on HOA lot survey for water tank project. Funding for the survey was approved through unanimous consent. Director Knopp introduced a motion to ratify the unanimous consent, Director Tomlin seconded, all in favor, none opposed, motion passed and carried.
- d) Update on snow removal and cinder pile replacement. Member Flo Martin suggested that cinder pile replacement be included in the Earth Resources bid for the road work. Earth Resources provided an hourly quote for various pieces of equipment necessary to remove snow, Bob Austin stated they will not come out for less than a 6" snowfall. Director Knopp stated that money needs to be approved for snow removal as this issue has been discussed for some time at previous meetings. The HOA is probably OK for the remainder of 2022, but this must be decided before the 2023 winter season.
- e) Update on moving the speed bump sign away from the Longhi's driveway. This item was already discussed during the member forum in this meeting. President Tomlin added that he will again attempt to contact the contractor to get the sign moved.

9. **New Business**

- a. Ratify the unanimous consent to approve the renewal of the volunteer insurance coverage. Director Knopp introduced a motion to ratify the unanimous consent, Director Tomlin seconded, all in favor, none opposed, motion passed and carried.

- b. Director Knopp no longer has a multi-page printer He paid \$37.53 at Fed-Ex Office to get 62 pages of meeting documents printed for the November 8, 2021, meeting. He is seeking reimbursement for the cost of printing and a solution for future meetings. Knopp proposed a cost of \$.50 per page for all HOA meeting documents printed by Knopp. Director Latrell introduced a motion that Knopp be reimbursed for \$37.53 for November and \$.50 per page moving forward. Director Tomlin seconded the motion, all in favor, none opposed, motion passed and carried.

Director Latrell initiated a discussion about the feasibility of the HOA purchasing a good multi-page printer that would save money over the long term vs. paying a per page charge. Knopp explained his current printer prints one side only consequently wasting paper by only using one side of each page. Knopp added he would like to be reimbursed for the current meeting documents, 60 pages, \$.50 a page for a total of \$30.00. Director Tomlin introduced a motion for Knopp to be reimbursed, Director Latrell seconded the motion, all in favor, none opposed, motion passed and carried.

- c. Vote to add Road Maintenance Agreement to escrow disclosure for all properties sold to clarify backbone vs non backbone roads and identify responsibility for maintenance. Robert Austin is going to get a map of the backbone vs non backbone roads for Tri-City Property Management to include in all new owner packets. No vote was held, Robert Austin to Investigate with Deja at Tri-City.
- d. Emergency gate at Grant Woods Pkwy and Hwy 169 was struck and damaged beyond repair. Owner Stu Friend and Director Knopp installed new gates. Knopp is asking to be reimbursed \$283.25 for the cost of the gates from Tractor Supply. Director Tomlin introduced a motion for Knopp to be reimbursed \$283.25, Director Latrell seconded the motion, all in favor, none opposed, motion passed and carried.
- e. Due to drainage issues not being addressed by home builders during the construction phase of new home building the ARC new construction form was revised to show that any new construction requires the installation of culverts. Prior to this culvert requirements were at the discretion of ARC, this change makes culverts mandatory. Owner Wayne Deere pointed out that culverts are not always applicable in every situation, ditches, or culverts are generally needed. Robert Austin suggested the homeowner prove to ARC that a culvert is not necessary. No vote on this item however it was agreed that the verbiage contained in the new construction ARC form regarding drainage by updated and reviewed at the May 8, 2022, meeting.

10. Correspondence. None.

11. Adjournment. With no further business to discuss Director Knopp introduced a motion to adjourn the meeting, Director Tomlin seconded, all in favor, the meeting adjourned at 6:43PM.

Submitted by:

Leon Knopp
Secretary