

**HILLCREST BAY, INC HOMEOWNERS ASSOCIATION**  
**Board of Directors**  
**Regular Session Meeting Minutes**  
**June 22, 2019**

The Hillcrest Bay, Inc. Homeowners Association Meeting was held on Saturday, June 22, 2019. The President called the meeting to order at 9:01 am at 2910 Manor View, Parker, AZ 85344.

**Board Members Present:**

Dennis Ingram – President  
Shari Dage – Secretary  
Grace Babcock – Treasurer  
Bill Dage – Architectural/Permits  
Joe Troya – Director at Large  
Bill Horn – Director at Large

**Board Member Absent:**

Toney Elias Calles-Director at Large

**SECRETARY'S REPORT**

The Board reviewed the April 27, 2019 Regular & Executive Session Meeting Minutes.

***Motion:** Upon a motion was duly made and unanimously carried by the Board to ratify the April 27, 2019 Regular & Executive Session Meeting Minutes.*

**HOMEOWNERS FORUM**-Homeowners have 3 minutes to speak-2 Homeowners were present. A sign-in sheet was available. Letters/emails were read below.

- Lot 114 – a homeowner reported trash at 114's construction site. The Board reported that the trash was picked up the next day.
- Lot 91 – homeowner is concerned with the \$100 charge for a transfer fee when homeowners refinance their homes.
- Lot 92 – homeowner was in an emergency situation and the phone lines were down. Homeowner feels it's the HOA's responsibility to address.
- Lot 153A – homeowner requested to have the newly constructed garage re-measured to verify height restrictions.
- Lot 25 – homeowner was concerned about the storage of lumber on the empty lot.
- Lot 69/70 – homeowner request for information on a legal matter and future repairs for drainage issues.
- Lot 113 – homeowner feels Architectural Committee has too much power. He asked what rules are the Committee abiding by?
- Lot 111- homeowner is concerned about the weed issue on the lot next to his.

**TREASURER'S REPORT**

The Board reviewed the April & May 2019 financial statements. The balance as of May 31, 2019 are as follows:

**A. YTD Financial Variance Report**

Operating Account:	\$ 90,088.44
Income Billed:	\$ 91,460.00
Total Expenses:	\$ 1,242.64
Reserve Balance:	\$170,580.76
Delinquencies:	\$ 14,955.74

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**Motion:** Upon a motion was duly made and unanimously carried by the Board to fund the Reserve Account as planned and transfer \$48,000 from the Operating Account to the Reserve Account.

Note: The Treasurer needs to contact Mike Dyer for a W-9 for work he did on the water tower and reminded the Board when we hire a vendor for a job we need the vendor to provide this form and insurance certificate.

**B. A/R Report/Liens:** The Board reviewed the A/R report and it was reported that there were a few payments made recently. The Board agreed to go forward and continue to lien accounts not in good standings.

**C. New Transfers:**

Closed Lots – Lot 93-94-assumed closed once transfer fee is confirmed; 187-188

Pending Lots not closed yet – Lot 95; 269A

**D. Assessment Increase:** The Board discussed increasing the assessments for the 2019-2020 Year.

**Motion:** Upon a motion was duly made and unanimously carried by the Board elected not to increase the 2019-2020 assessment dues.

**E. Annual Meeting:** The Board agreed to hold the Annual Membership/Election Meeting on September 28, 2019. Grace will contact Havasu Springs Resort for reservations.

### BOARD REPORT

- Action List-none
- Site Review-none
- Non-Compliance
  - a. Dennis stated homeowner, Jackie Johnson, is willing to note properties with weeds and landscape needs and report back to the Board to send them a compliance letter.

### ARCHITECTURAL REQUEST/PERMITS REPORTS

**A.** Bill Dage indicated there were no changes from the last April Meeting. Joe asked if Bill Horn would work with him regarding taking over as Permits Director since Bill Dage is resigning. Bill Horn accepted. *Note-The names will need to be changed on the website.*

a. Active Permits-Lots: 46, 116A, 33

b. New/Pending Permits-Lot(s): 107

c. On Hold Permits-Lot(s): 148

d. Completed Permits-Lot(s): 146

e. Expired Permits-Lot(s): 82, 177 *Note: Homeowners with expired permit applications will need to re-submit a new application to proceed.*

Note: Permit deposits have been reconciled and will reflect on the Balance Sheet. Lot(s): 47-\$2000; 116-\$2000; 033-\$2000; and 148-\$2500.

**Motion:** Upon a motion was duly made and unanimously carried by the Board to appoint Bill Horn with the assistance of Joe as the new permits director.

**Motion:** Upon a motion was duly made and unanimously carried by the Board to keep the old permit application on the website, but change the wording "A required deposit of \$2,000" to read – "A required deposit between \$200-\$2000 will vary on the value of the construction."

## COMMITTEE REPORTS

- **Governing Committee-**

The Board reviewed the Amended & Restated Declaration of Restrictions recap from Karen.

- Refinance Fee-The Board reviewed the documentation and decided to remove the charge.
- ***Motion:*** *Upon a motion duly made and unanimously carried by the Board to remove the transfer fee for refinancing a property.*
  - Landscaping – The Board reviewed using the word “landscaping” and elected to keep the word in its current state.
- ***Motion:*** *Upon a motion duly made and unanimously carried by the Board to keep the word landscaping as written in the Restated CC&R’s.*
  - Voting Certificate – It was discussed that we need 82 more Voting Certificates from the homeowners. Single lot owners have not been addressed. The Board would like to accept the Voting Certificates that have been returned. The Board would like to send the missing 82 homeowners a certified letter requesting their Voting Certificates. This way the Board has done their due diligence. Grace will go over list with Karen and confirm where we stand.
- ***Motion:*** *Upon a motion duly made and unanimously carried by the Board to send homeowners a certified letter requesting their missing Voting Certificates as a last resort in obtaining their Voting Certification information.*
  - Fractional Voting – Homeowners that own fractional lots will need to communicate with their fractional lot owner and determine who will be the designated voter for that part of the lot they share.
- ***Motion:*** *Upon a motion duly made and unanimously carried by the Board to allow Fractional Voting.*
  - Confusion of Forms – Karen has isolated the issue and it’s been resolved.
  - Timeline of events – The Board understands we need as many signatures as possible on file before mailing out the Amended & Restated Declaration of Restrictions. The Board would like to let the homeowners know that the HOA needs their Voting Certificates and would appreciate returning them as soon as possible. We cannot move forward unless we have these in place. We need to have the three quarters of the homeowner membership votes.
  - Architectural Guideline Review – Joe and Tony accepted to be on the ARC Guideline Committee and take the responsibility to oversee the ARC Guidelines review (including Solar). Joe stated that once the final draft is completed the Board of Directors will review and finalize it. Joe will follow up with Tony and Karen.
- ***Motion:*** *Upon a motion duly made and unanimously carried by the Board to approve Joe, Tony and Marianna Benner to be the Architectural Guideline Committee and oversee the revision of the Architectural Guidelines.*
  - Maintenance and Landscape –
    1. Native plants that Joe planted are surviving and he would like Marianna Brenner to start planting them at the entrance way in the fall.
  - Website Committee – Dennis expressed that Karen Bowe would like to continue to work on the Website and provide her services. Grace volunteered to work with Karen as part of the website committee.
- ***Motion:*** *Upon a motion duly made and unanimously carried by the Board to approve Grace to work with Karen and be part of the website committee.*

Slurry & Street Project Committee-Pending response from Jason Miller, legal counsel, after the title search was conducted. Postponed.

#### UNFINISHED BUSINESS

- Neighborhood Watch-After researching the program it was difficult to get involvement from officials in charge. The Board agreed not to take any further action.
- Cameras & Record Storage-Roy Hokenson is working on the new storage shed. Upon his return he will finish the set up. Previously, the Board agreed to pay \$150.00 for 2 storage filing cabinets. Grace write a check to Karen Bowe.

#### NEW BUSINESS

- Communication Services-The Board elected to postpone the research at this time until the CC&R project is completed.
- No Fireworks Signs-It was discussed to place more signs out and post on the website. Grace will contact Karen to post to the website a blurb regarding fireworks being prohibited.

#### HOMEOWNER CORRESPONDENCE

- Who will respond to Homeowner questions?-Dennis will be the point of contact to respond to homeowners with questions. Each Committee Director will respond if the question pertains to their Committee.

#### RESIGNATION OF DIRECTOR

Bill (Permits Director) and Shari Dage (Secretary) handed in their resignation. Their lot is currently in escrow and due to close soon. The Board accepted and thanked them for volunteering their time on the board. Grace will create the meeting minutes until the position is filled. Joe approached Marianna Brenner to oversee the Secretary's position, however, she had reservations on taking on another task with her full schedule. She will get back to Joe.

#### ADJOURNMENT

The Board adjourned the meeting at 10:35 am after no other business was presented.

**NEXT MEETING:** Board of Directors Meeting to be held on Saturday, July 27, 2019 at 9:00 am at 954 Linger Dr.

Respectfully Submitted,

Grace D. Babcock  
Acting Recorder

#### Board Approval

I duly elected Secretary/or Director of Hillcrest Bay, Inc. Association do hereby certify that the attached is a true and correct copy of the Minutes of the Regular Session of the Board of Directors held on June 22, 2019 as approved/as amended by the Board of Directors.

\_\_\_\_\_  
Signature Secretary/Director

\_\_\_\_\_  
Date

\_\_\_\_\_ As submitted

\_\_\_\_\_ As amended