

HILLCREST BAY, INC HOMEOWNERS ASSOCIATION
Board of Directors
Regular Session Meeting Minutes
March 21, 2019

The Hillcrest Bay, Inc. Homeowners Association Meeting was held on Saturday, March 21, 2020. The President called the meeting to order at 9:02 am at 859 Swan, Parker, AZ 85344.

Board Members Present:

Dennis Ingram – President
Carl Cotton – Vice President
Grace Babcock – Secretary
Michele Ayers – Treasurer
Bill Horn – Architectural Review
Joe Troya – Director at Large/Architectural Review
Mindy Donahue – Director at Large Mindy Donahue – Director at Large

Absent:

Tony Elias Calles – Director at Large/Streets
Mari Brenner – Director at Large/Landscape Maintenance
Amy Telnes – Amy Telnes Management

HOMEOWNERS FORUM-Homeowners had 3 minutes to speak-7 Homeowners were present. A sign-in sheet was available. Letters/emails were read below.

SECRETARY'S REPORT

The Board reviewed January 18, 2020, Regular Session Meeting Minutes. The Board found a correction on the page two. "Karen Bowe asked to put a border around the storage unit window". Please replace Karen Bowe to Michele Ayer and the border was around the bulletin board on the Record's storage shed.

Motion: *Upon a motion duly made and unanimously carried by the Board to approve the January 18, 2020, Regular Session Meeting Minutes with corrections stated.*

TREASURER'S REPORT

The Board reviewed the December 31, 2019 Financials.

Motion: *Upon a motion duly made and unanimously carried by the Board approved the December 2019 Financials, subject to year-end audit.*

Note: *Grace said she has answered Amy's questions and will get together with Management regarding any other clarification needed.*

AR Report/Lien

- The Board reviewed the 12-31-19 A/R Aging Summary Less Credit Balance Report. The Board request that Management send all homeowners in arrears a current statement showing the outstanding amount.

New Transfers

The Board reviewed the New Transfer list provided by Management:

- Lot 24A-closed
- Lot 221-closed
- Lot 218 is pending for 3/23 closing.

Insurance Renewal

The Board reviewed the insurance comparison report from Management.

Motion: Upon a motion duly made and unanimously carried by the Board ratifying the approval of the renewal of the Annual Insurance Policy March 2020 – March 2021 with current agent, Beaver Insurance, for \$3,298.00.

ARCHITECTURAL REQUEST/PERMITS REPORTS

A. Joe Troya and Bill Horn indicated the following:

a. Active Permits-Lot(s):

- i. 47A-new home build-deposit received.
- ii. 033-garage remodel-deposit received.
- iii. 107-is a vacant lot – new home build
- iv. 252-deck addition-deposit received.
- v. 148-new home build-deposit received.

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

c. On Hold Permits-Lot(s): none

d. Completed Permits-Lot(s):

- i. 235-retaining wall

e. Deposits for Lot 248, 96, 186 and 187/188 was handed in by Bill Horn. Grace will send back Check #5560 for \$500.00 and Check #5661 for \$1500.00 to Streamline Solar Power Systems, LLC. **Note:** Solar installation does not require a deposit.

COMMITTEE REPORTS & OTHER

-Governing Committee

o Amended & Restated Declaration of Restrictions

- o Chairman Dennis indicated there were a few responses from the membership regarding the Amended & Restated CC&R's.
- o Karen reported we have 68 – Yes's and 40 – No's.
- o It was reported that a homeowner vandalized and graffitied the newly purchased banner encouraging homeowners to vote.
- o Grace will follow up on several Consent forms that homeowners did not complete correctly.
- o The Board decided not to respond to homeowner CC&R questions because the homeowners had the chance to ask questions at the Townhall Meeting in open forum. It was agreed by the Board the final date to turn in all Consent forms will be May 31, 2020. This was extended one month due to the Coronavirus outbreak allowing more time to send them in.
- o There being no further action needed by the Amended & Restated CC&R Committee it was dissolved. **Motion:** Upon a motion duly made and unanimously carried by the Board the Amended & Restated CC&R Committee was dissolved.

o Architectural Guideline Review- Draft 5 finalized and previously approved.

o Enforcement Policy – Draft 3 pending approval.

o Homeowners Handbook – Draft 2 pending approval.

o Bylaws- Draft 3 pending approval.

-Maintenance and Landscape Committee

- Palm Trees Trimming- The Board agreed to have the 9 Palm trees trimmed and that we should arrange Management to schedule.

Motion: Upon a motion duly made and unanimously carried by the Board to approve the trimming of the 9 Palm Trees by Parker Tree Trimming for \$400.00.

-Slurry & Street Project Committee

Tony was not present to provide current information.

UNFINISHED BUSINESS

Title Search for Streets

Carl indicated that he contacted Lemme Engineering (marcus@lemme-eng.com) for their contract agreement and after a lengthy discussion the final contract and exhibit were sent over, unfortunately there was a discrepancy on the price. The Board recommends that we have Management seek other contractors to survey subdivision boundary to confirm the limits; layout the centerlines as platted with intermittent points for centerline alignment for analysis; survey and stake right of way locations in areas where encroachments may exist and prepare new legal descriptions for resolving issues. **Note:** *This needs to be completed before any street discussion can begin.*

Records Shed

Michele will follow up on placing a border on the bulletin board.

Dumpster Fence Repair

The Board at the January meeting approved Armor Fence & Masonry for \$1,857.27 to repair the chain link fence. The project was put on hold to clarify some restrictions. After resolving, the Board is now requesting the Management Company to go forward and schedule the repairs.

Convex Mirror

The Board declined a member's request to install a convex mirror on the corner of Bay View and Manor View to help with oncoming traffic, due to property restrictions.

Management Introduction Letter

The Board reviewed and approved the Manager's introduction letter to be sent out to Hillcrest Bay's homeowners.

Motion: *Upon a motion duly made and unanimously carried by the Board to approve the manager's introduction letter to be mailed to Hillcrest Bay membership.*

NEW BUSINESS

Board Communication

Joe expressed he would like an internal understanding for all communication. He recommends that all emails and communication now go directly to Amy Telnes Management. At that point, Management can send to the Board of Directors. Karen Bowe, Website Administrator, will remove all email addresses from the website and replace with Management's contact information.

Grace expressed that Karen Bowe's involvement with the Board is her commitment to finish what she started in her involvement with the Corporate Records and Amended Restated CC&R's. Karen takes directives from the Board and Grace wanted to settle any rumors that Karen Bowe is directing the Board in their decisions which is false. The Board understands there is sensitive information that Karen will be exposed to, however, as the website administrator she fully understands to keep information private.

CALL TO PUBLIC/HOMEOWNERS FORUM

- A homeowner expressed that some yards within the community needs attention. The Board revisited this and now request Management to send out Weed Abatement letters to all homeowners that have excessive weeds.
- Carl expressed that members are not happy with ARC processes and he would like to be part of the committee. Joe welcomes anyone to volunteer and be part of the ARC

Committee. He expressed he will not be running for the Board come September so the HOA needs all the help it can get.

- Carl Loftis handed in two receipts for reimbursement for purchasing materials including weed killer. Carl (as he has done for several years) sprayed the community for weeds and re-painted the yellow caution lines at front of community.

Motion: *Upon a motion duly made and unanimously carried by the Board to approve reimbursing Carl Loftis \$62.49 (Check# 1076 dated 03-21-20) for materials and weed killer for the community.*

ADJOURNMENT

The Board adjourned the meeting at 10:51 am after no further business was presented.

NEXT MEETING: *Our next meeting will be held tentatively on Saturday, April 18, 2020, at 955 Crystal View. It will depend on if a state of emergency will be established due to the spreading of the Coronavirus. Management has presented other options such as telephone conference, etc.*

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 March 21, 2020, as approved/as amended by the Board of Directors.

Signature Secretary/Director

Date

_____ As submitted

_____ As amended