

Sunset Acres II Home Owners Association
Board of Directors Meeting, February 8, 2018

Shannon Newton calls the meeting to order at 6:07pm. Current Board members present are Larry Copenhaver, Sharon Gifford, Melodee Franz, Jon Murphy, and Shannon Newton. Community members in attendance are John Carlson and Grace Taylor-Yovanov.

A. Secretary's Report

Melodee asks whether there is any discussion, clarifications, or corrections to the minutes of the 1/9/18 HOA annual meeting. There are none. Shannon moves to approve the minutes. It is seconded by Sharon, and the Board unanimously approved the minutes.

Shannon reports she went to the Arizona Corporation Commission and changed the statutory agent, the directors, and officers to reflect the election of the new board and their officer positions.

Shannon provides everyone with a copy of the newly updated HOA directory. The directory will only be available in paper form and will not be put on the proposed website for the HOA. She plans to mail out the directory to all Sunset Acres II homeowners.

B. Treasurer's Report

Sharon gave a verbal report to the Board on the Sunset Acres II HOA accounts at Compass Bank reviewing the January account activity and balances as of January 31, 2018 (\$2,429.65 in checking; \$8,927.90 in savings). There were no changes and no one had questions about the account balances. Sharon informs the Board that she, Shannon, and Melodee are signers on the account. All five Board members are present and agree to these three persons having signing authority. Per Compass Bank's request, a letter drafted to Compass Bank's attention was signed by each of the five Board members confirming the approval of the selected signers.

Shannon provides information she and Sharon obtained through their contacts with five different accountants/CPAs/CPA firms. The Board discusses the pros and cons of each service provider and decide Mary Dreher (the bookkeeper who did our taxes last year) is the best choice to do the taxes for the 2017 tax year. Shannon makes the motion to hire Mary Dreher to complete the 2017 taxes for the HOA. Jon seconds the motion, and the Board approves the motion.

Shannon states all HOA dues for 2018 have been collected.

C. Committee Reports

Jon reports on the Architectural Review Committee's (ARC) work to revise the Architectural Guidelines, Policies and Procedures, and the Architectural Improvement Application and Review Forms. Jon states there were very few changes, however, the changes that were made provide better clarification of the process for homeowners submitting requests. Melodee moves to begin using the revised forms and guidelines. Shannon seconds, and the Board unanimously passes the motion.

The ARC reports to the Board the approval of the Architectural Application and Review Form submitted by Lot #9 for house painting. The paint colors are the same as the current colors and swatches were provided. The application was approved by the Board on January 9, 2018.

D. Old Business

There is no old business

E. New Business

The possibility of developing a Sunset Acres II HOA website is discussed. Shannon says the homeowner responses to how to convey information (via email or through USPS) is split about 50/50. The Board agrees there are benefits to having a website where homeowners have ready access to architectural guidelines, CC&Rs, HOA minutes and agendas, and other community forms and information. Concern was expressed regarding personal information protection. The Board agreed no personal information should be listed on the webpage, specifically the owner directory. The Board further agrees to continue to explore content that would be helpful to the community such as an electronic bulletin board, contractor listing/reviews, etc. Shannon moves that we proceed forward with the website, understanding that there will be no personal information (specifically the directory). Jon seconds the motion, and the Board unanimously passes the motion. The Board will place website functionality in Old Business at future HOA meetings to continue discussions on additional design and functionality needs.

The board discusses the issue of homeowner compliance with the CC&Rs and reviews the actions of previous HOA boards concerning the issues of neighborhood weed control, dog leash/dog clean-up enforcement, driveway and garage parking, and the installation of environmentally friendly equipment such as solar panels. Arizona State statues prohibit HOA boards from denying the use of solar panels or other energy sustaining devises. The Board will address weed control in a biannual newsletter to remind homeowners to stay on top of the weeds.

Board members read aloud the CC&Rs which address the parking, storage and use of motor vehicles on homeowner properties (Sections 7.6 Motor Vehicles; 7.7 Boats, Trucks, and Trailers; and 7.14 Garages). During the discussion on 7.7 the Board affirmed the prohibition of storing boats, trucks, trailers, vans, and motor homes on a “public or private street” or elsewhere on a lot unless they are stored in an enclosed garage. To clarify the parking of RVs, the Board determined it is a reasonable expectation by residents to be able to temporarily park RVs on their property for loading, unloading, cleaning, etc. A one week timeframe prior or after a trip is being considered by the Board. Shannon brought up the issues surrounding the parking of cars on driveways and in garages, which have historically been a concern with some residents of Sunset Acres II. After reading Section 7.14, the Board noted that there were no specific limits to the number of cars which may be parked on the driveway, or for the number of cars which must be parked in the garage. The Board also affirmed Section 7.14 which prohibits converting garages into living spaces. Also discussed was the lack of specificity in the CC&Rs concerning parking requirements for all-terrain vehicles. Shannon pointed out that the town of Marana Code sets the legal mandate for parking on public streets. The Board will develop specific timeframes and a request process for variances for car and RV parking. Clarification of the CC&Rs concerning the aforementioned sections will be discussed further at future HOA meetings, and the Rules & Regulations will be updated.

There is no further business. Larry moves to adjourn the meeting. It is seconded by Sharon, and the motion is passed. The meeting is adjourned at 7:47pm.

The next meeting is scheduled for 3/8/18 at 6:00pm at the Wheeler Taft Abbett Sr. Library.

Melodee Franz, Secretary

Approved