

Sunset Acres II Home Owners Association
Board of Directors Meeting, June 19, 2018

Shannon Newton calls the meeting to order at 6:05pm. 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. Board of Director quorum requirements are met.

A. Secretary's Report

Shannon reviews the minutes of the 3/8/18 meeting. Sharon moves to approve the minutes of 3/8/18. It is seconded by Jon, and the Board votes to approve the minutes 5-0.

B. Treasurer's Report

The Board reviews the printout of the Annual Operating Budget with corresponding expenditures as of 6/19/18 and the account balances (\$1600.95 in checking, \$8,929.70 in savings). We are on track with our estimated budget for the year.

C. Committee Reports

The three applications that were approved since the last meeting:

- 1) Lot 2: outdoor window sunscreens, approved 3/12/18
- 2) Lot 28: a back porch roof extension and an attached structure for tools and storage, approved 4/3/18
- 3) Lot 16: house paint colors, approved 5/16/18. The process for approval has been going smoothly and final approvals were given in a timely manner.

D. Old Business

Shannon states the Sunset Acres II HOA website is fully operational. **The website address is www.sunsetacres2.com and the HOA Board email address is sunsetacres2hoa@gmail.com.** Association documents are in .pdf format for easy printing. Sharon moves to approve the website. It is seconded by Jon, and the Board votes 5-0 to approve the implementation of the Sunset Acres II HOA website.

The Board has been providing a welcome package to new residents which has been positively received by several new families to our community.

The Board was pleased with the spring newsletter. A number of Board members have received positive comments from their neighbors.

Melodee and Shannon speak about the interesting and informative presentation on buffelgrass conducted by Mr. Ellis from the Tucson Clean & Beautiful organization in Pima County. This information has been passed on to a few residents where buffelgrass has been seen. Shannon and Melodee stress the need to make sure homeowners are aware of the fire danger of this invasive species of grass and the efforts of the county to eradicate it. Jon comments that the recent fire which occurred directly east from our neighborhood really brings home the need for awareness of the dangers buffelgrass can pose.

E. New Business

There was considerable discussion among Board members about the current contract with Waste Management for garbage and recycle services. Shannon has been renegotiating the monthly cost of services for the Sunset Acres II community. The current contract, which was a 5-year contract, expired in November 2017 and was placed on auto-renew for one year by WM. Shannon gave a verbal report of the current contract, approximate monthly costs with Waste Management, as well as the pricing and services of waste collection service competitors. Although the Board has the authority to enter into contracts for the benefit of the community (CCR 3.3 and 3.4), Shannon suggests CCR 3.4 requires the matter be put to a vote by homeowners due to the contract length and terms WM places on the neighborhood. The Board agrees. The measure to sign the contract at this time fails (0-5) pending a vote of the community. Shannon will create a ballot and mail it out to residents in the next two weeks.

Shannon states the HOA secretary needs Microsoft Office for MAC computer software to adequately complete meeting minutes, maintain the homeowner database, and complete associated association members mailing. MAC computers do not have Word or Excel. This has resulted in some compatibility difficulties and impeded the ability to produce or view documents between the Secretary and Board members with Windows-based applications. Larry states there is precedent for purchasing this software which enabled past board members to perform this function. Sharon moves to purchase the software for the Secretary. Jon seconds the motion, and the Board votes 5-0 to approve.

The Board discussed potential topics for the Fall Newsletter. These included changes in responsibilities for animal control and permitting. Also suggested is more extensive information on recycling.

There has been a concern by residents regarding solicitation in the neighborhood. A request was received for consideration of a no solicitation sign to be posted at the entrance of the subdivision. Points of discussion that followed were: 1) Title 16 of the Marana Town Code requires a permit to post signs; 2) Title 9 of the Marana Town Code also requires door-to-door solicitors to be licensed; 3) Title 9 also says it is unlawful for a “transient merchant” to come upon premises marked with a sign in public view bearing the words “no solicitors”, etc. The Board concluded the best option is for each resident to be responsible for putting a no solicitation sign on their property if they so desire. The Board votes against a “no solicitation” sign at the entrance to the subdivision.

Shannon provides a summary of a letter received from the Department of Energy, Western Area Power Administration (WAPA) to the HOA dated 6/6/18. The letter informs the Sunset Acres II HOA of electric transmission line additions and upgrades extending from southern New Mexico to southern Arizona. This does not affect our subdivision. However, we received notification because the HOA owns a triangle-shaped piece of property on the east side of Silverbell directly across from the entrance to the subdivision. The Department of Energy will be conducting various project-related surveys and studies along existing easements to the property which will require WAPA representatives and agents to enter the property. Shannon will sign and mail in the form provided authorizing access to the property.

There is no further business. Melodee moves to adjourn the meeting. It is seconded by Larry, and the motion is passed. The meeting is adjourned at 7:35pm.

The next meeting is scheduled for 7/31/18 at 6:00pm at the Wheeler Taft Abbett Sr. Library.

Melodee Franz, Secretary

Approved