

Sunset Acres II Homeowners Association Minutes
Board of Directors Meeting, October 19, 2020

The meeting is called to order at 6:04pm. Current Board members present visually via ZOOM are Melodee Franz, Sharon Gifford, Shannon Newton, and Leo Shen. The Board of Directors (BOD) quorum is met. One community member is present via ZOOM.

A. Secretary's Report

The BOD members have reviewed the minutes of 7/20/20. There are no questions or corrections to the minutes. A motion to approve the minutes is made, seconded, and passes 4-0. The minutes from the special BOD meeting of 9/9/20 are reviewed. A motion is made to approve the minutes. It is seconded and passes 4-0.

B. Treasurer's Report

BOD members have copies of the Treasurer's report. The Treasurer reviews the account balances and expenditures from January - October 15, 2020. One check for \$8.49 to the Pima County Treasurer for Parcel A Taxes was sent in September 2020. A motion to approve the report is made, seconded, and passes 4-0. Discussion follows regarding anticipated expenses for the remainder of the year. Those expenses are the post office box, postage for future mailings and the cost of weed and bush removal from the neighborhood emergency exits. Annual HOA dues will be collected at the end of December 2020.

C. Committee Reports

There has been one architectural review request. Lot 28 requested a change in the paint color of their home. It was approved on 9/9/20, with no conditions.

There are no updates from the Neighborhood Watch committee.

D. Unfinished Business

BOD discussed the update on the status of the donation of the Common Area B Parcel. The paperwork has been completed. A meeting is scheduled for 10/21/20 at the Pima County Public Works Administration Real Property Division clerk to sign the agreement to donate the property at that time. An environmental assessment is required, which will be paid by the county, before the transaction is complete.

E. New Business

In-meeting nominations for the Board Directors Elections for 2021 are taken. The following individuals were nominated: Shannon Newton, Sharon Gifford, Leo Shen, Ron Kelly, and Melodee Franz. A motion is made to allow for written nominations for the 2021 Board of Directors election of Sunset Acres II HOA through December 4, 2020. A written nomination may be mailed to Sunset Acres II HOA, Secretary, PO Box 85725, Tucson, AZ 85754. Written nominations will be confirmed through the nominee to ensure they would like to be considered for the HOA Board of 2021. The motion is seconded and passes 4-0.

The BOD discusses Common Area A and the steps that need to be taken to facilitate emergency vehicle access. The first issue is the ability to open or remove the locks in the event an emergency requires access by the Fire Department. The Fire Department does not have keys, and rather than cutting the locks in an emergency, they prefer the HOA cut the current locks and replace them with our own locks. According to the Fire Department only one emergency exit is needed and they prefer the one at the end of Sunset Dunes Place. The BOD will purchase new locks and install them.

In addition to the locks in the emergency exit, the Fire Department requested the removal of bushes within the chained exit which are large enough to obstruct access into the subdivision. The BOD obtained three bids from three companies. Those bids were \$1075.00, \$475.00, and \$375. The BOD chose the company with the \$375.00 bid. A motion is made to hire the landscaper, it is seconded, and passes 4-0. The City of Marana will clear the easements on either side of the chains.

There are no compliance issues to address.

The next meeting is the Annual Meeting of members. It is scheduled for 1/12/21 at 6pm. The meeting adjourned at 6:40pm.

Melodee Franz, Secretary

Date