

## **Sunset Acres II Homeowners' Association Minutes**

### **Regular Board of Director Meeting – April 22, 2022**

The President calls the meeting to order at 10:01 a.m. The meeting commences at the Wheeler Taft Abbett Library, Community Room. Roll call: Board members present include: Robert Dickey, Leo Shen, Shannon Newton, and Ron Kelly. The Board of Directors quorum is met.

#### **A. Secretary's Report**

The Secretary provides the minutes from the annual meeting of members of January 11, 2022. A motion to approve the minutes is made, seconded, and passes 4-0.

#### **B. Treasurer's Report**

The Treasurer provides a written report detailing beginning and ending balances and account activity for Quarter 1: 2022. The Treasurer reports all 42 members have paid annual dues for 2022, the HOA Federal and State taxes for 2021 were filed, and the Corporation Commission Annual Report was filed for 2022.

#### **C. Committee Reports**

The Architectural Committee Chair reports five submissions since the 1/11/2022 meeting of members.  
Lot 10: installation of solar energy devices on the roof structure, approved 1/18/2022, no conditions.  
Lot 36: repainting house/walls, approved 1/23/2022, no conditions.  
Lot 13: repainting house/walls/shed, approved 3/11/2022, no conditions.  
Lot 13: replace existing shed, approved 3/11/2022, no conditions.  
Lot 16: construction of a front yard courtyard stucco wall, approved 3/30/2022, no conditions.

The Architectural Committee Chairman was tasked with confirming work start dates on projects not yet started but outside of the 45-day window for project commencement.

Neighborhood Watch Committee: No report at this time.

#### **D. Old Business:**

Goals from the 2022 annual meeting of members were individually discussed.

1. Review enforcement procedures – tabled
2. Update CC&Rs – tabled
3. Simplifying ARC review guidelines – discussed in New Business
4. Common Area Beautification – discussed in New Business

#### **E. New Business**

1. Simplify process for approval and ARC guidelines. The President proposed simplifying the ARC review process by allowing specific types of projects to be 'pre-approved', not requiring an ARC application. The Board discussed the types of projects that would have a 'pre-approved' status without ARC review as well as whether the Board would require notification of the project commencement.

The Board opted, in lieu of a separate list and notification form, to expand the existing Paragraph D "Exceptions for Maintenance" in the Sunset Acres II Homeowners' Association Architectural Control and Guidelines (Page 1) to include the 'pre-approved' projects. The pre-approved projects discussed by the Board include: repainting the house/sheds/walls/gates in the "same" colored paint including body

and trim colors. Repainting the house/sheds/wall/gates in a pre-approved color scheme with proposed Sherwin Williams Desert and Southwest Style and Dunn Edwards Ark Warm Desert Tones. Any and all plantings in the back yard. Changes/additions to the backyard that less than six-feet in height (i.e., cannot be seen over a 6' fence) and are non-permitted. Metal security doors matching the existing or proposed color scheme. Solar energy devices as defined by ARS 44-1761 mounted on *existing* structures. Antennas/satellite dishes with the largest dimension of one-meter or less and in compliance with all Federal exemptions.

The Board also discussed minor updates to Page 2 Architectural Review Committee (ARC) Review Policies and Procedures including removing numerical numbers for approval from Paragraphs B "a 3-person vote" and Paragraph D "5-person vote". The language will be replaced with "majority vote".

Finally, a single change was proposed to the Architectural Improvement Application and Review Form to remove the "Approximate Project Cost" from the application.

The Secretary was tasked with making the proposed changes to the Architectural Review Guidelines and the President was tasked with obtaining full listing of the paints within the pre-approved color schemes for review by the Board. Voting on this issue will commence at the July Board meeting (Open)

2. Electronic Payment of Dues. The Treasurer reported the results of research conducted via meeting with the business account manager at PNC Bank. Business accounts at PNC Bank are not permitted to accept digital payments (i.e., Zelle, Venmo, Apple Pay, etc.). While PNC Bank offers electronic ACH payments to business accounts, the HOA would then incur a \$20 monthly (\$240 annually) fee regardless of the number of electronic payments deposited. The Board discussed this item and there was no interest by the Board to raise dues \$6 per member per year to accommodate ACH payment fees. Payments to the HOA will continue to be accepted via personal check, bank check, or money order via USPS by January 1<sup>st</sup> of each year. (Closed)

3. Spring Newsletter. In lieu of a Spring Newsletter, the Board will provide a newsletter in the late Summer/Fall if/when the ARC guideline changes are approved to detail the changes to the members in an easy-to-read format. (Open)

4. Common Area Beautification. The President proposed improving the look of the common area emergency exits (at the end of Sunset Heights Court and Sunset Dunes Place). The Fire Department inspected the exits in 2020 indicating that the Sunset Heights Court exit would not be used for an emergency exit (due to difficult grading for their Fire Trucks and the requirement for only two access points into the neighborhood). The Board opts to allow the Sunset Heights Court exit to return to natural desert. The Board affirmed to continue the required upkeep of the Sunset Dunes exit for emergency vehicle use. (Closed)

5. The next regularly scheduled board meeting was set for Friday, July 22, 2022 at 10:00 a.m. in the Wheeler Taft Abbett Library Community Room.

The meeting is adjourned at 11:44 a.m.

---

Shannon Newton, Secretary

---

Date