

**SONORAN DESERT WILLOW HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

DATE: February 20, 2007
TIME: 7:00 P.M.
LOCATION: Pyramid Credit Union
8235 S. Houghton Rd.
Tucson, AZ

CALL TO ORDER

The meeting was called to order at 7:04 P.M.

ROLL CALL

Members Present: Ken Moyes - President
Mike Howard - Treasurer
Neil Watson, Director at Large
Glen Bohnke - Vice-President
Bob Rice, Director at Large
Management: Grant Parker, Cadden Community Management
Minutes: Lexi Hamblin, Cadden Community Management

QUORUM

All directors were present, establishing a quorum.

APPROVAL OF MINUTES: January 16, 2007, January 17, 2006, and February 3, 2007

MOTION: To approve all three sets of Minutes presented to the Board dated: January 16, 2007, January 17, 2007, and February 3, 2007. The motion was seconded and approved by all.

PRESIDENTS REPORT

Mr. Moyes discussed the sign monument and noted that the Architectural Review Committee (ARC) will be looking at the sign design and the Landscape Committee will have input on the landscaping portion of the entrance. The current concept of the monument and location have been decided upon and approved.

The HOA website (www.desertwillow.org) is being reviewed by Kaiser Hussein, a member of the association, to see what can be done to improve it to a new platform. Mr. Hussein is an IBM systems person. This is a volunteer effort with no specific time frame.

The HOA website approximately \$13 per month to administer, the cost of which can be sponsored by Handyman Connection of Pima County. Mr. Moyes disclosed that he is a partner in this business and will abstain from any motion or vote concerning this matter.

MOTION: The motion was duly made and seconded to allow Handyman Connection of Pima County to sponsor the HOA website. Motion passed with 4 directors in favor. Mr. Moyes abstained.

VICE PRESIDENTS REPORT

There is no report at this time.

TREASURERS REPORT

Mr. Howard reported that the HOA finances are in good shape. There are delinquencies that are being addressed, including one bank foreclosure on Lot #235. The format of the aged delinquency report was discussed, noting that since the HOA bills every 3 months, late balances show in the 30 day and 90 day columns only and not in the 60 day. It was noted that approximately 23% of the Owners are delinquent.

A Homeowner asked about automatic debit to pay assessments. Mr. Moyes explained that this option is currently available and that perhaps the HOA should send a mass mailing out to encourage participation to reduce the number of delinquencies.

LANDSCAPE REPORT

Mr. Bohnke updated the Board and Homeowners regarding the common area landscape maintenance. The landscapers have been trimming, staking trees, removing cat claw, mowing, spraying herbicides, and conducting equipment repairs. Mr. Bohnke stated that improvements can easily be seen.

DIRECTOR AT LARGE REPORT

Mr. Rice stated that Requests for Proposals (RFPs) were sent to eleven HOA management firms and five of the companies submitted a formal proposal. All information was forwarded to each Board Member along with a score sheet to assist rating each service provider. This matter will be discussed further during the New Business portion of the agenda.

MANAGERS REPORT

Mr. Parker provided a written report to the Board of Directors and stated that nearly 600 communications and punch list items have been completed since November 2006. There are currently no pending items.

Mr. Rice asked about the progress of the new fine policy. The document was forwarded to HOA Attorney, Carolyn Goldschmidt for her review and is expected to be completed within the next 2 weeks. There was also a question about the "No Trespassing" signage and it was agreed that they will not be ordered until verbiage on ATV prohibition can be added.

ARC REPORT

John Passerella of the ARC reported that Marty Keimon resigned and that Penny Johnson was also contemplating resigning. A new member of the ARC is Sarah Struthers. All submittals have been reviewed and determinations forwarded to the applicants. 2 new submittals were forwarded to the ARC at the beginning of the meeting and these will be processed shortly.

OLD BUSINESS

Fine Policy

In 2005, the Board of Directors passed a fine policy for violations of the community's governing documents. This policy was not enforced so the new Board determined that the issue needed to be revisited and another policy put in place. Mr. Moyes read over the proposed fines policy for those present and a discussion ensued regarding the policy's implementation.

MOTION: A motion was made to accept the 2007 Fine Policy. The motion was seconded and approved by all.

It was noted if the HOA Attorney advises, modifications to the Policy can be made at a later date. A cover letter will be drafted and a copy of the resolution will be provided to all homeowners with an effective date.

Tax Preparer

HOA taxes are due on March 15, 2007.

MOTION: A motion was made to hire Karl Walton in the amount of \$50.00 to prepare the 2006 tax returns on behalf of the Association. The motion was seconded and approved by all.

NEW BUSINESS

Secretary Appointment

MOTION: A motion was made to appoint Bob Rice to serve as secretary for the unexpired term of Ms. Kabins. The motion was seconded and approved with Mr. Rice abstaining.

ARC Appointments

Jeff Noel and James Williams were in attendance of the meeting and both volunteered to serve on the Architectural Review Committee.

MOTION: A motion was made to appoint Mr. Noel and Mr. Williams to the Architectural Review Committee until February 2008. The motion was seconded and approved unanimously.

Entrance Monument

The HOA is moving forward on the plans to install a monument at the Valencia of the /Dusky Willow entrance to the community. The ARC will be involved with the design and the Landscape Committee will review the corresponding landscape plans. Plans are for the wall to be erected this year and lettering next year as Association funds permit.

MOTION: A motion was made to move forward with the new entry monument project at Valencia and Dusky Willow. The motion was seconded and approved by all.

Proposals for Professional HOA Management

Eleven RFPs were mailed to different HOA Management firms, 5 companies returned bids. Board Members reviewed the proposals and developed a scoring system to rate each company's proposal. Mr. Moyes and Mr. Rice will make an appointment with Grant Parker and Mike Cadden of Cadden Community Management to discuss specific concerns. The other top two companies, once determined, will also be interviewed. Further discussion on the matter will take place at the next meeting scheduled for March 3, 2007.

OTHER BUSINESS

Other items of interest were discussed as follows:

- ❖ Tow truck has been moved out of the neighborhood and is being parked at the ACE Hardware store.
- ❖ Solar lights that were purchased have been found to be too weak and will be replaced with brighter lights.
- ❖ Graffiti was reported to Tucson Electric Power since the box that was vandalized belongs to them. If TEP does not take action soon, a report will be made to the Graffiti Abatement department of the City.

- ❖ The Rita Ranch Neighborhood Association website will soon post information on the Houghton widening project; Homeowners are encouraged to check this site for details about this and other happenings in the Rita Ranch area.
- ❖ Family Fun Day is planned for Memorial Day, Homeowners are encouraged to attend.
- ❖ There is a culvert that is collapsing in a common area; Mr. Bohnke will report this to the landscape company.
- ❖ It was noted that a new restaurant is to be put in by Brake Max off of Houghton Road.
- ❖ Street Parking is prohibited in the CC&Rs but is currently not being enforced.
- ❖ The auto repair shop located nearby has been using Dusky Willow to test drive vehicles. A call will be made to ask them to use another street for this purpose.

NEXT MEETING

The next Board of Directors meeting will be March 3, 2007, at JavaLina's Coffee Shop, followed by another meeting on March 20, 2007, at Pyramid Credit Union. A third meeting is scheduled for April 17, 2007, at Empire High School.

ADJOURNMENT

MOTION: A motion was made to adjourn the meeting. The motion was seconded and approved by all.

Meeting adjourned at 8:58 P.M.