

Chula Vista Homeowners Association

Regular Quarterly Meeting
June 5, 2024, 6:30 pm, at Whetstone Fire Station #321
2422 N. Firehouse Lane, Whetstone, AZ 85616

Meeting Minutes

1. CALL TO ORDER: Rick Evans, President called the meeting quarterly meeting to order at 6:30 pm.

2. ROLL CALL OF BOARD MEMBERS, AFFIRMATION OF A QUORUM:

Rick Evans called a roll call: Jim McKinley, Larry Portouw, Janet Cooper, and Amanda Forbes-Slaven were all present. A quorum was established.

3. PRESIDENT'S REPORT:

Rick Evans welcomed all the members. Discussed his background on different boards in the past. Discussed the transition to the new board and this is the memberships board. Big decisions are made by members unless it is an emergency. Discussed using some of Roberts Rules: we will tell you what we are going to talk about, discuss, vote, and majority rules. He asked that we use indoor voices; everyone gets a chance to talk.

4. VICE-PRESIDENT'S REPORT: Amanda had no report.

5. SECRETARY'S REPORT: Janet presented the minutes from the last quarterly meeting minutes from March 6, 2024. The board unanimously agreed to ratify the minutes with no corrections.

6. TREASURER'S REPORT:

Larry presented the checking and savings financial statements of the HOA. No questions from the board.

Action: Move to accept the financial statements with no corrections

Motion by: Larry, second by Janet. Unanimously approved.

Larry reported there were two carries over reimbursements:

1. Doug Martin \$10.00 for the AZ Corporation Commission update

Doug Martin \$10.00 for the HOA domain

Action: Move to approve the reimbursements to Doug Martin

Motion by: Larry, second by Amanda. Unanimously approved.

Action: Move to approve the reimbursement to Elizabeth Graves of \$81.60 for ballot mailings.

Motion by Larry, second by Janet. Unanimously approved.

Larry reported the audit has been completed and will meet with the auditor tomorrow. Verbal report everything went well. Will report at the next meeting.

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7. MEMBER AT LARGE REPORT: Road maintenance:

Background facts for those that may not know:

1. It is the Association's responsibility to maintain specific roads in the neighbourhood, those upon which the HOA has an easement which are: Chula Vista, end to end; Puesta del Sol, end to end; and El Rancho, from the last telephone pole on the west end to the last telephone pole on the east end; and Rascal Ranch, from the north end to the last telephone pole. The remaining roads are privately owned without an HOA easement.
2. The association has discretion in how and when to maintain the roads for which it is responsible.

From my review of the roads, several of our roads do not need maintenance this year. Those are Puesta del Sol, and El Rancho. This leaves primarily Chula Vista. From Hwy 82 to El Rancho, Chula Vista clearly needs maintenance, and the stretch from El Rancho to Dust Storm barely needs maintenance. Drainage ditches need clearing in several areas as well, but I believe that can be discussed directly with the potential contractors.

Because Rascal Ranch has an asphalt millings surface, some past 'maintenance' efforts may have been destructive. A new contractor with knowledge of this specific surface must be found and advice sought. MAL will take this first step.

Recognizing the limits of our budget this year, I request that other board members drive the HOA roads to determine if they agree with my tentative conclusions.

Action: Form a work team to trim the mesquite that hangs over the drainage and into Chula Vista Road from end to end targeting October to perform the work (post the heat of the summer). I offer to be the organizer. but would quickly relinquish either of those tasks to anyone else who might enjoy them more than me.

Motion by Jim, second by Larry, unanimously approved.

Coopers submitted an architectural plan for ground-mount solar panels. The panels are not higher than the roof. Adequate distance from property line.

Action: Approve Cooper's architectural plans for solar panels.

Motion by Larry, second by Amanda. Janet abstained, and Larry, Jim, and Amanda all yes.

8 OLD BUSINESS

A. Review, Discussion, Approval, and Possible Action of:

Request for a recount of the ballots from the April 26, 2024, Board election.

Discussion: Board comments: This topic came up at our transitional meeting, but we could not act on the request. Rick felt this was a reasonable request. Amanda reviewed the process and there was a tie, and one member withdrew. That member reported he did not withdraw, he conceded because of the time and expense of a revote. The board felt a recount was not needed. Jim reported he was one of the counters and felt it was done correctly. We agreed the ballot was confusing. There was a difference of opinion

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if privacy was needed with the ballots. Discussion about a recount and how to protect confidentiality by covering up the names of the owners and lot numbers. The attorney will be contacted for clarification. Another suggestion was to change the voting process in the future and the board agreed. Comment that more people would come to meetings if we had more transparency. They want people to be happy with the results. Suggestion to post the ballot results (numbers) on the website.

3 motions during this discussion:

- a. Action: Accept the Election as reported.

Motion by: Larry, second by Amanda. Amanda, Larry, and Janet yes, Jim abstained. Motion passed.

- b. Action: Allow members to access ballots for a recount.

Motion by: Rick, second by Janet. Janet yes, Amanda and Larry no, Jim abstained. Motion failed.

After a lengthy discussion, motion b was reworded:

- b. Action: Allow members to access ballots for a recount. Mr. and Mrs. Malave and Mr. Smith will review redacted ballots, Secretary to attend as board representatives. She will make sure no personal, or lot number information is present.

Motion by: Rick, second by Jim, unanimously approved.

B. Review, Discussion, Approval, and Possible Action of:
Transfer of accounts and records to the new Board.

Discussion: Rick reported the board is working together with transferring the accounts and records. Larry was handed a transition plan for the treasurer. Janet reported there are records on the secretary's computer, the secretary's one drive, the HOA's one drive, and a hard drive. Documents need to be consolidated. We need a formal plan for handoff and storage of documents.

No motion.

C. Review, Discussion, Approval, and Possible Action of:
Report on road status, plans, pending contracts, and vegetation mitigation, by Member at Large, Jim McKinley.

See Member at Large report

9. NEW BUSINESS

A. Review, Discussion, Approval, and Possible Action of:
Create a policy and procedures handbook for all CVHOA activities and functions.

Rick tabled for a later meeting, with no objections.

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B. Review, Discussion, Approval, and Possible Action of:

Begin a records retention policy and standardized format for communications, documents, board actions, recording and retention of records, and notifications to all members.

Discussion: Some policies on the website are not signed by the board, and some have conflicting documents. Discussed communications with the membership. If a member sends an email, the board to acknowledge receipt. We need standardized procedures. Discussed a welcome packet needs to be standardized.

No Motion.

C. Review, Discussion, Approval, and Possible Action of:

Replacement of outdated, expiring Chromebook laptops, and replacement and purchase of business equipment, software, and supplies for the adequate functions of the Secretary and Treasurer responsibilities.

Discussion: Larry reported the Chromebook has not had a software update in 2 years which puts us at risk. Chromebooks have a 10-year support and then there are no updates. Larry will look at options. Discussion of needing to replace 2 computers every 4-5 years and include a possible line item in the budget yearly for this to occur. When discussing where we could adjust the budget, a member asked if the attorney fees had to be paid monthly and we discussed we must have representation.

No Motion.

D: Review, Discussion, Approval, and Possible Action of:

Research a policy, action plan, and enforcement, for control of excessive speed, reckless driving, and heavy vehicles, to reduce the damage to CVHOA-maintained roads, improve safe driving conditions, and reduce the current expense and current unacceptable situation of the roads being destroyed faster than we can repair them.

Discussion: This is a long-term problem. Driving fast accelerates the damage. Trailers, UPS & FedEx are culprits. Discussed trailers carrying big equipment traveling the roads. Discussed speed bumps were previously addressed. Speed bumps the HOA owns are in Lori Palmer's garage. "S curves" were brought up but Fire and Police response times will be slowed. Discussion of the county could take responsibility for the road, but we would have to bring the roads up to county expectations, and that is too expensive. Discussed a member survey, to get a consensus from the membership.

No motion, but the board will investigate a membership survey about the roads.

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E. Review, Discussion, Approval, and Possible Action of:
Create a Policy and Procedures for purchasing, acquisition, contracting, disbursement, and reporting of all activities involving CVHOA funds.

Tabled to next meeting, no objection

F. Review, Discussion, Approval, and Possible Action of:
Begin a review and evaluation of all currently contracted services to CVHOA to ensure best practices, services only from licensed authorized providers, and any changes needed to better provide these services. (e.g. banking, financial services, legal services, auditing, communications, road maintenance, etc.)

Discussion: Look at other options for contracted and service providers. Larry brought up issues with online banking with our current bank.

No motion.

10. PROPOSE FUTURE AGENDA ITEMS

- a. Suggestion to consider forming a committee of knowledgeable members to assess roads, ditches, and the bridge.

11. CALL TO THE PUBLIC:

We need a good procedure in place for voting. The board agreed and will be looking to improve the voting process as policies and procedures will be written.

12. BOARD MEMBER COMMENTS: none

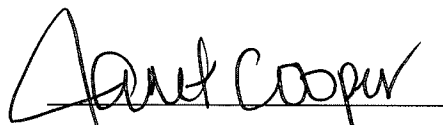
14. SCHEDULE NEXT MEETING:


The board will have monthly executive or workgroup meetings. We will publish special meeting agendas. The next quarterly meeting will be September 4, 2024, at 6:30 pm.

15. ADJOURNMENT:

Action: Adjourn the meeting.

Motioned by: Jim, second by Larry, unanimously approved.


Secretary


President