

Sonoran Desert Willow Estates

Homeowners Association

Board of Directors Meeting
July 20th, 2023, at 6:30 PM
Mica Mountain High School

Board members present were George Collaco, Linda MacGregor, Denise Decker, Michael Gauvin and Jill Wells. April Duran and Fatima Boubion represented Platinum Management.

I. Call to Order:

The meeting was called to order at 6:30 PM by President George Collaco

II. Verification of Quorum

A quorum was verified with all five board members present.

III. Approval of Meeting Minutes

The board meeting minutes from June 15, 2023, were reviewed. A motion was made, seconded, and unanimously passed to approve the meeting minutes as written.
(Collaco/Gauvin)

IV. Financial Report

The financials from June 2023 were reviewed. Linda MacGregor gave a financial report. A motion was made, seconded, and unanimously passes to accept the financials from June 2023. (Decker/Collaco)

V. Management Report

April Duran gave a report to the Board of Directors on duties performed.

VI. Old Business

- **Collection Policy (Retract)** – A conversation ensued on the collection policy signed at the June 2023 board of directors meeting. The Board would like to retract the previously signed collection policy and execute a new policy written by the Board. A motion was made, seconded, all in favor, motion carries. (Collaco/Gauvin)
- **Parking Flyer** – George will create a parking flyer, print it and the board will distribute it. The board of directors agreed to deliver flyers on Saturday, July 29, 2023, with the help of volunteers from the community.
- **Emergency Tree Removal** – Discussion regarding the fallen common area tree near 10642 Black Willow ensued. The board approved the estimate from Sonoran Shade Tree in the amount of \$525 to be paid. A motion was made, and seconded, all in favor, motion carries. (Collaco/Gauvin)
- **Sonoran Shade Tree** – Bids were reviewed for wall repairs in common areas by the wash area behind ACE. Six different wall bids were submitted. The board will table this to the next board meeting and get additional bids per the board.

VII. New Business

- **Collections Policy** – The Board of Directors has drawn up a new detailed collections policy with the help of Platinum Management Inc CFO, Sarah Brady. The Board discussed the collections policy, letter policy, and fees associated. There will be a small modification to the cost of the certified amount of \$8.10 and will state “current postage rates”. This was conditionally approved. Not signed by any board member. A motion was made, seconded, all in favor, motion carries. (Collaco/Gauvin)
- **Amendment to Enforcement Policy Resolution** – The has made Board made an amendment to the delinquent assessment & fine enforcement policy resolution by adding “**Fourth Notice and Ongoing the violation shall be sent to the homeowner by certified mailing**”. This was conditionally approved. Not signed by any board member.
- **Website** - ADA Federal Regulation will be tabled. The Board of Directors would like to discuss this regulation with the legal counsel. Vice President Michael Gauvin will contact Jason Smith with Smith and Wamsley for more information and will discuss the findings at the next meeting.
- **Common Area Wall Damages** – George would like a letter sent to the homeowners that are affected by wall damages stating the Board is aware of the issues and is looking into finding a solution.
- **Monument Solar Light** - Michael Gauvin is in the process of troubleshooting the solar light at the west Houghton entrance but is not sure if the battery needs to be replaced or recharged. The cost will be under \$300.00 and will submit receipts to Fatima for payment. The board agrees this is ok.

VIII. Homeowner Forum

- **Incident** – Some of the homeowners witnessed policy activity in the neighborhood but were not aware of what happened. The board advised the homeowner he could contact TPD to see if any information could be given.
- **Tree Debris** – There are several areas with mesquite pods, are homeowners responsible to pick those up if pods are on the sidewalk.

IX. Establishment of Next Meeting and Agenda Items

Board of Directors Meeting August 17, 2023, at 6:30 pm Mica Mountain High School

X. Adjournment

With no further business, the meeting was adjourned at 7:21 pm (Collaco/Gauvin)

Respectfully submitted.

April Duran & Fatima Babion

Community Association Manager
For the Sonoran Desert Willow Estates Association