Pinnacle Peak Estates Unit II HOA Meeting
November 18, 2021
(Draft)

Meeting was called to order at 6:35 PM by Janet Foster, Board President. The Board Meeting was conducted using GoToMeeting software allowing internet and call-in access.

Attendance:
Board Present: Janet Foster, Paul Overbeck, Joe Flynn, Bob Gallant, Cindy Kelly, Lori Schuller and Craig Rethwill.
Members: About 19 other homeowners also joined the meeting.

A. Voting Results on Proposed Capital Reserve Assessment

1. 100 votes have been received to date. With only 61 yes votes and only 24 more possible votes the Board agreed the measure did not pass. We would need to receive 22 yeses out of the remaining 24 votes possible for the measure to pass.
2. As a result, we will continue to have to notify all potential new home buyers in the neighborhood that our capital reserves are underfunded by about $15,000 per lot.
3. Also, as a result, any emergency funds needed to fix any capital assets in the neighborhood that break, such as our gate, need to be funded out of either retained earnings which currently stand at about $18,000 or require a special assessment.

B. Motions

1. Craig made a motion to approve September 23 Board meeting minutes and it was seconded by Bob. Motion passed
2. Paul made a motion to approve October 12 Board meeting minutes and it was seconded by Craig. Motion passed
3. Approval of Minutes from the October 4th meeting were postponed until the December meeting
4. Craig made a motion to approve the $4,965 to do the front entrance signage and wall maintenance work contingent upon alignment between Landscaping and Capital committees on paint color for the retaining wall. Paul seconded the motion. Board was evenly split on changing the retaining wall to a smooth stucco finish so it will remain as is. The motion passed unanimously.
5. Joe made a motion to confirm HOA responsibility to preserve, protect, remove and/or replace vegetation, beyond general maintenance of weeds/trash, in all Association-owned areas including all road-right-of-ways. This includes fixing the leaning cactus issue in the roads right of way. Bob seconded. There were 5 votes yes and two no votes so motion passed.
6. Joe made a motion to include the CC&R Committee in initial approval of all Architectural plans along with the Architectural Committee prior to the Homeowner being notified of any outcome. Lori seconded the motion and it passed unanimously. Cindy reminded the Committees that they still need to adhere to the allowed 30 day timeframe for approval of plans.

7. Paul made a motion to adjourn the meeting, Bob seconded. Motion passed and meeting adjourned at 9:30.

C. Action Items from this Meeting

1. Karen Mahoney and Lori took an action to send all Board members the Landscape Committee vision for future landscaping work in our community so we can develop a common vision going forward.
2. Joe, Lori and Bob took an action to meet next week to start building better alignment between the Landscape, Architecture, Capital Assets, and CC&Rs committees. Joe agreed to get an agenda out asap.
3. Paul took an action to follow-up with the Sonoran Hills Association on their request for our approval of the changes they are making in short term rental agreements.
4. Craig took an action to get a notice out to all our Homeowners asking for volunteers to run for election to serve on next year's HOA Board.

D. Committee Reports

1. Capital Assets
   i. The front gate operating system was upgraded to 4G by ParkPro through DoorKing that supplies the technology at a cost of $570. Expect a 4–5 year life on this technology before we have to switch to 5G.
   ii. The washes work that was approved last month was completed except for the concrete head wall along the west side of 80th street just north of Via De Luna that experienced severe erosion during the summer monsoons. That work is expected to be completed yet this year once the roads work is complete.
   iii. The roads' resealing work is proceeding as planned and will be wrapped up just prior to Thanksgiving.
   iv. Garbage and recycle regular pick-ups will resume the first week of December and bulk trash will resume in late December with a first date to put out bulk trash of Dec. 18.
   v. After a lengthy discussion on improvements to the front entrance area, the proposed work was approved, contingent on alignment between Landscape and Capital Assets on wall paint color. The work includes new lettering for our PPE2 sign using steel plate letters that will be powder coated and oil rubbed with a bronzed finish, raising the retaining wall behind the lettering by 16" and smoothing the stucco finish to improve the sign visibility, repairing the retaining wall in the entrance area, fixing some of the stone on the center planter and entry gate pillars and then painting the retaining wall. The proposed $3200 to smooth the stucco on the entire entrance retaining wall was not approved.
2. CC&Rs
   i. Five new violations were noted and 5 violations were closed. 21 remain open and 10 of those have been contacted with plans to follow-up on the rest. There was one point of sale contact to clean-up some downed vegetation.
   ii. Five inspections were conducted with one approved and four still pending.
   iii. It was concluded after much discussion that the HOA ultimately has the responsibility to maintain the road right of ways. Past history as well as the fact

that the HOA pays the taxes on these right of ways and the recommendation of the CC&R Committee were used as the basis for this decision.

iv. There have been some instances of lack of alignment between Architecture and CC&R committees on architectural plans with CC&Rs not being involved until after work is complete. Therefore, the Board agreed that both Architecture and CC&R committees would both sign off on future architectural plans submitted for approval prior to the homeowner being notified of any outcome.

v. Bob, Lori and Joe agreed to meet next week to work on communication between the committees.

3. Architecture

i. Two architectural projects were closed this past month.

4. Landscape

i. The Landscape committee still has some work they'd like to get done this year around the front entrance area in addition to the work Bob's team is doing. The committee agreed to get cost estimates and communicate the details to Board for approval at our December meeting. The costs might have to be accrued, with work done in January.

5. Treasurer Report

i. After all the on-going roads work is complete, we expect about $15,000 will be returned to homeowners in the form of a credit against next year's annual Operating Budget assessment.

ii. We are currently tracking to finish the year about $20,000 under spent but there are still some on-going expenses. We should have a much better estimate on our year end budget at the December Board meeting. Any unspent operating funds will be added to retained earnings which currently stands at $18,000.

6. Escrow

i. One house sold this last month.

7. New Business

i. The Sonoran Hills Association has contacted our HOA to ask our approval in stipulating a minimum of 30 days on any rental agreement in their neighborhood. Apparently, there has been a longstanding requirement for Sonoran Hills to get PPEU2 approval on all building along 80th street and any modifications to their Association rules. Paul agreed to follow-up with Sonoran Hills to request they take action on some current outstanding issues in return for approval of the change in short term rental agreements.

ii. There was quick call out to all homeowners to let someone on the current Board know if they would be interested in joining next year's HOA Board.

Next Board Meeting is scheduled for December 16, 2021