**Las Brisas Homeowners Association Board of Directors Meeting Minutes**

Thursday January 21st, 2021 - 7:00 p.m.

Call in phone number: +1-866-692-4530 Access Code: 595 985 676

Members Present: Mary Valikai, Matt Trink, Becky Diebel, Johnny Cesaretti, Rhonda Oliver

Members Absent: Tom Tait, Marco Regalado

Others Present: Dick

This meeting was held via teleconference due to COVID-19 and the statewide recommendations to maintain physical distancing when possible.

**Board of Directors Meeting –**

1. **Call to Order**

Motion from Matt Trink: To move the meeting into regular session at 7:01. Seconded by Becky Diebel.

Vote: Unanimous

Resolved: Motion carried

1. **December 10th, 2020 meeting minutes were approved on 12/15/2020 via email**
2. **Homeowners’ Forum –**

1617 S River Dr, trying to get roof fixed. Dick will have the roofers look at it when they are out tomorrow.

Greg Polster: Waiting on a response from the letter sent by his attorney from the HOA.

Discussion: The HOA board is awaiting a response from Carpenter Hazlewood and will contact them.

1. **Maintenance Update -**
2. **Current Business –**
	1. Paint project – update
		* 1. A new bid was received from Rubens Paint Service LLC.
			2. Johnny left a message for Wet Paint regarding that work that still needs to be completed and that work needs to be completed before the current bid will be paid in full.
			3. With new paint color, the plan would be to finish down River on the current side and also work on carport and balcony repairs to prep for the other side of River.
			4. There are 16 homes left on the current side of River. There are 11 houses with addresses on Margarita, but more that have other addresses and backup onto Margarita.
			5. The goal for this year will be to paint a minimum of 25 houses, ideally 30-35.
			6. We will also be proactive about starting carport repairs as soon as possible.
			7. We have several bids for the carport repairs right now and will vote on a bid in the upcoming week.
	2. Areas selected for phase 2 of the grant from the City of Tempe
		* 1. DLP sent a revised bid with rock and curbing as well as pavers for around the mailboxes. The bids are for roughly $5000 and $4000. With completion of these bids, we should fulfill our grant commitment.
			2. We will apply for another grant with the upcoming grant cycle
			3. Tempe SRP has a program where you can receive free trees for attending a course. Board members can attend this course to get trees for the community.
	3. Tree trimming on Broadway and throughout the complex -update
		* 1. There was one tree that could not be reached because a vehicle was underneath it. All other tree trimming was completed.
	4. Discussion about hiring a direct employee vs independent contractor.
		* 1. Based on feedback from the board and information obtained over the process of looking for a new hire, the general feeling is that bringing on an independent contractor makes more sense than hiring a direct employee.
			2. Defining the terms of a contract and oversight will be the most important factors in finding the right fit for someone to work with the HOA.
	5. Discussion about revision of current RV lot policies
		* 1. Current policy is complicated and requires coordination between 2-3 people.
			2. There are points of confusion and miscommunication that happen in the process of confirming that a spot is available, informing the homeowner that they have been approved, and then getting them a key.
			3. We currently only have one more key for the RV lot.
			4. Board can add numbers and lines to the lot and assign spots to each person. This will make it easier to track if we have spots open and will mean that we don’t have to track each vehicle.
			5. We have a bid to repair the entryway to the RV lot.
			6. Dick will now be in charge of collecting checks and distributing keys for the RV lot during his normal working hours.
3. **Committee Reports**
	1. Finance –
* Review and passage of the 2021 budget

Motion from Mary Valikai to pass the budget sent out to the board for 2021 . Seconded by Becky Diebel.

Vote: Unanimous

Resolved: Motion carried

* The 2020 Audit by Butler/Hansen has begun and an invoice for ½ of the audit cost has been received and paid.
	1. Landscaping –
* The first ½ of the City of Tempe grant money has been received and the first portion of xeriscaping completed by DLP.
* Our monthly maintenance company DLP has merged with Turf and Trees, the last vendor used to remove dead eucalyptus. Las Brisas has received excellent service from both companies
	1. Maintenance –
* Motions passed via email:
	+ Trees: DLP Bid for $4,950
	+ Bolanos Pools Kant Slams Installation for $600 at 3 Pools
	+ Turf and Trees Landscaping - $2,170 2 trees & stumps
	+ Golf Cart Purchase - $3,000 plus $45 Trailer rental
		- Golf cart has not been purchased yet
	+ Roof bid CentiMark - $7,851
	+ Ruben's Painting $9,900 for the next 5 homes on River
	1. Roof Maintenance-
* The signed bid for $7,851 has been received by CentiMark for roof repair and inspection at the following addresses and the work will be scheduled soon.
	+ 1912 S Shannon
	+ 1925 S Shannon
	+ 1626 S River
	+ 2125 E Sanos
	1. Architecture
* Formation of the 2021 Architectural Committee
* Becky

Motion from Becky Diebel: Approve Architectural Request from 1819 Torre Molionos for a new screen door. Seconded by Mary Valikai.

Vote: Unanimous

Resolved: Motion carried

* 1. Rules and Violations –
* Formation of the 2021 Rules and Violations Committee
* Marco and Johnny
	1. Newsletter-
* Rhonda
1. **Adjournment**

Motion from Matt Trink: Adjourn Meeting at 7:55. Seconded by Johnny Cesaretti.

Vote: Unanimous

Resolved: Motion carried

**Next Meeting**: February 18th, 2021 – 7:00 pm – HOA Clubhouse or Conference Call, TBD

**Minutes Prepared By**: Becky Diebel