

**FINAL MINUTES**  
**LAS TORRES HOMEOWNERS ASSOCIATION**  
**ANNUAL MEMBERS MEETING**  
Carefree Firehouse Public Meeting Room  
Monday, March 7, 2016

Board of Directors present: Pam Dixon, Peter Waldmann and Leigh Tollefson

Oasis Community Management: Mary Hernandez

Homeowners present: Robert and Diane Luciani, Barb McFadden, Bob Tollefson, Jeff and Jane Daley, Tom DesMarais, Ralph Morgan, Diane Griffith, Paul and Carolyn Ciriello, Debbie Robertson.

I. Call to order at 10:03 am

II. Approval of Minutes

A. Minutes from Annual Members Meeting of March 19, 2015 were read and a motion to approve them as read was made by Ralph Morgan, seconded by Carolyn Ciriello and passed unanimously.

B. Minutes from the Homeowners Budget Meeting of December 8, 2015 were read and a motion to approve them as read was made by Ralph Morgan and seconded by Paul Ciriello and passed unanimously.

III. Reports

A. President's Report. The landscapers have replaced the plants that were affected by the cool decking resurfacing around the pool including three new decorative pots. Gravel will be ordered and spread around the bald and thinning areas this summer. Please let Pam know if you notice an area in need of gravel. The Sundance Trail erosion protection plantings has begun. A few rosemary plants have been purchased and cuttings from the large prickly pear cactus between the 200 and 300 buildings will be transplanted on the slope as well as several harvested yucca pups. We will be assessing needs for other plantings as well around the association.

A roster of Homeowners phone numbers, addresses and emails has not been available to the Homeowners due to privacy issues. The Owners present at the meeting were asked if they objected to sharing this information with other owners and all approved. It was suggested that since our website with Oasis Community Management was password protected, that would prevent unlawful use of our information. Mary agreed to email all the Owners informing them that a roster will be available on the website and if they chose not to have their contact information on it, they could opt out.

We've contracted with a new insurance carrier effective March 1, 2016. The policy is posted on the website. All Owners are encouraged to review and share it with their insurance agent to determine whether their homeowners coverage is sufficient.

Pam gave a brief message of thanks to the Homeowners and Mary for their support during her tenure on the Board.

B. Manager's Report. A handyman service has been contacted and walked the Association surveying the areas identified in need of repair and will return within the next few weeks to do the work. We are currently waiting on bids for: flat roof repairs/replacement, pool and spa heater and pump fascia wood repair/replacement prior to painting from Premier and approved it. The February financials were not completed by the meeting date; so there was no Treasurer's report.

IV. New Business

A. Reserve Study Funding Recommendations. These recommendations are meant as a planning tool for future capital projects. There is no plan to adopt any of the funding recommendations presented. Through good money management and fiscal responsibility, the majority of the dollars needed for capital improvements should be available without having to increase monthly assessments at this time. Whenever we are under budget on a project, the unspent portion is moved to the capital reserve account. A discussion about the rising cost of monthly assessments vs. cost of living increases on a fixed income ensued as well as the concern that there would be a detrimental impact on our home sales. The funding recommendations are projected out to 29 years and the majority of the Homeowners present would prefer to use a 10 year

forecast. The next big capital item is scheduled to occur in 6 years (repainting the exterior stucco) which is estimated to cost \$155,000. A few options were presented by some of the Owners including voting for a small special assessment (\$1000-\$2000) should the capital reserve account be insufficient for the project. The owners present were polled and the majority would approve this scenario. Another option was completing a capital project in a piecemeal process. A call to Owners to form a committee to discuss and present options for funding the capital reserve account was made. Volunteers include: Jane Daley, Diane Luciani Debbie Robertson and Pam Dixon.

B. Updating screens throughout Las Torres. Per our 2015 Architectural Guidelines, Section H. Guidelines, 19. Window Treatments and Awnings: c. Blinds, rolled shutters or sunshades on the exterior surface of windows are prohibited....

d. Window screening/frame replacement is the responsibility of the owner and may only be replaced with matching black or dark bronze frames and screens.

Many of the screens and frames of our association are in need of rescreening and painting. Some Owners have already replaced some or all of their screens. We've received a bid from AAA Screens to replace torn or damaged screens and/or frames and they will give us a multiple home 20% discount. We can arrange for a day their representative will come to Las Torres and meet with the Owners who want their screens replaced. AAA Screens asks for 50% of the cost at the time of order and the rest at the completion of the work. They offer bug screens and sunscreens as well as sliding screen doors. For those who only need their frames painted, they can make arrangements to have them painted in either black or dark bronze. Once the screen and paint project is completed, any remaining torn screens or frames still showing silver will result in a violation notice.

Now that more than half of our Owners are living here full time, some of the homes need better sun and heat shade. A motion to remove "sunscreens" from the list of prohibited exterior window treatments from the Architectural Guidelines and to change Section H. Guidelines, 19. d. Window screening/frame replacement is the responsibility of the owner and may only be replaced with matching black or dark bronze frames and black or dark bronze bug screen or 80% sunscreen. Sunscreens may be placed on the exterior surface of windows. was made by Ralph Morgan and seconded by Robert Luciani and passed unanimously.

#### V. Election of Officers

Election official: Mary Hernandez

Quorum was established

Total ballots returned 13

Pam Dixon was re-elected for a 3 year term and congratulated.

#### VI. Homeowners Forum.

One Owner expressed concern about un-noticed Board meetings occurring, specifically Board communications and decisions via email and presented the Board with House Bill 2609 AZ Revised Statutes: Relating to Condominiums and Planned Communities for our review and recommended the Board attend a class on Board of Director procedures and responsibilities.

One Owner asked about cutting back the plants overgrowing the stairway between 503 and 504. With Board approval, Homeowners can trim back any plant overgrowth interfering with the entrance or walkway to their home. A reminder to Owners: planting any plants without Board approval is prohibited.

A broken irrigation line on the slope on Sundance Trail was reported. In the future, please report any leaking or broken irrigation lines in an email to Pam who will pass it on to the landscapers. Any gushing irrigation leaks should be called to Pam or Mary at Oasis immediately.

One Owner was saddened and concerned that multiple flowering lantana had been removed by the landscapers in front of the 100 building. After a recent walk through of the area it appeared that the lantana had been trimmed back and not removed. The Board will visit the areas and assess the planting needs.

#### VII. Adjournment 11:56 am

#### VIII. Newly elected Board: Brief organizational meeting.

New Board of Director positions and terms:

Pam Dixon, President (elected 2016) 3 year term

Peter Waldmann Vice President (elected 2015) 3 year term

Leigh Field Tollefson, Secretary and Treasurer (elected 2014) 3 year term

Pam Dixon, Peter Waldmann and Leigh Field Tollefson are the designated signers on our National Bank of Arizona account.

Respectfully submitted,

*Leigh Field Tollefson*

Leigh Field Tollefson

Secretary

**Las Torres Homeowners Association**  
**ANNUAL MEETING**  
**Agenda**  
**March 7, 2016 --- 10AM**  
**Carefree Fire House Community Meeting Room**

**I. Call to Order**

**II. Approval of Minutes**

- A. March 2015 & December 2015

**III. Reports**

- A. Presidents Report
- B. Managers Report

**IV. New Business**

- A. Reserve Study Funding Recommendations
- B. Options for Updating Screens Throughout Las Torres

**V. Election of Officers**

**VI. Homeowners Forum**

*NOTE: This is your meeting. We respect your opinions and welcome them. This is a **homeowners forum** as opposed to being a **roundtable** or an agenda item called to discuss a specific topic. Please keep your comments as brief as possible and try to respect Parliamentary rules. The chairman of the meeting is the only person who can grant you the floor - the time to speak. Don't interrupt a speaker and please try to end your own comments, not ask your neighbor to continue. You should either have a statement to make, a question to ask, or a statement followed by a specific question. Complicated questions, personal matters, or questions relating only to your unit should be handled by the management company or a Board member. Thank You*

**VII. Adjournment**

*Per Arizona State Statute 33-1248 (AZ Condo Act) All meetings of the Association and Board of Director Meetings are open to all members of the Association or to any person designated by a member as a member's representative in writing.*

Las Torres Homeowners Association  
C/O Oasis Community Management  
668 N. 44th Street, Suite 233E  
Phoenix, Arizona 85008  
623-241-7373

## Notice of Annual Meeting

Date: Monday March 7, 2016

Time: 10:00AM

Location: Fire Station #821

37401 N. Tom Darlington Drive  
Carefree, AZ 85377

## LAS TORRES HOMEOWNERS ASSOCIATION

### Board of Directors Ballot

The following person has expressed an interest in serving on the Board of Directors for your community. There is one open seat for a three year term. Please place an "x" next to the candidate you would like to select as a Board Member or you may write-in a candidate of your choice. You may vote for 1 candidate.

*The bylaws indicate the Owners of a majority of the voting power equals 51% or 13 entitled to vote at the meeting, present in person or by absentee ballot, shall constitute a quorum at all meetings of members for the transaction of business except as otherwise provided by statute or by the Articles of Incorporation. If, however, such a quorum shall not be present or represented at any meeting of the members, the members who are then present in person shall have the power to adjourn the meeting to another time or place, subject to the same notice requirements set forth herein, until a quorum shall be present or represented, any business may be transacted at the meeting as originally notified.*

\_\_\_\_\_**Pam Dixon** – I've been a Las Torres board member for over 5 years now serving as President. As one of the owners who have been here for over 6 years now, I have lots of Las Torres "knowledge". I'm still eager to pass on & some stability to add to our Board. My door has always been open to all Las Torres owners & I truly enjoy working for the betterment of our lovely community. I'm looking forward to spending the next year or more working on cost savings strategies and improvements that should help raise everyone's equity in this beautiful place we've all chosen to spend time in.

\_\_\_\_\_ Write In Candidate \_\_\_\_\_

In order for your vote to be counted, it must be received by **Oasis Community Management at 668 N. 44<sup>th</sup> Street, Suite 233E, Phoenix, AZ 85008, no later than 5:00 pm on March 4, 2016 or may be hand delivered at the annual meeting.** You may also fax into the Oasis office 602-795-9395, or email it to [info@oasiscommunitymanagement.com](mailto:info@oasiscommunitymanagement.com). Once cast, this ballot may not be revoked. This ballot may be cast only by the member to whom it is issued. Please complete the information below to verify residency.

Name \_\_\_\_\_

Street Address \_\_\_\_\_

Lot# \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# LAS TORRES HOMEOWNERS ASSOCIATION



**Notice of Annual Meeting and  
Board Nomination Form**

**Date:** March 7, 2016  
**Time:** 10:00 AM  
**Location:** Fire Station #821  
37401 N. Tom Darlington Drive  
Carefree, AZ 85377

## Board of Directors Call for Nominations

Dear Homeowner:

We are scheduled to have an annual meeting on Monday, March 7 @ 10AM. There is one (1) open seat for a three (3) year term. If you wish to become a nominee for the Board of Directors this form must be returned to our office no later than **5:00 pm on February 18, 2016** to have your name placed on the Ballot. You may fax, email or mail your response to us.

The qualifications for serving on the Board are:

- An interest in serving the community where you live.
- An ability to listen and make informed decisions.
- A time commitment to attend Board meetings, as well as additional time to participate at committee level and the ability to communicate with other homeowners.
- Your account must be in good standing with no outstanding assessments or fines.

Please complete the following information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Personal information (i.e.: lot #, address and phone#) will not be included on the ballot.

Please include a short biography to be included on the Ballot to the Homeowners:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please complete and return to Oasis via mail, email [info@oasiscommunitymanagement.com](mailto:info@oasiscommunitymanagement.com) or fax to 602-795-9395

