

**Board of Directors Regular Meeting, Community Center**

**Call to Order AT 9:00am:** Vern Beckstead, President

**Prayer:** G. H. Sublett

**Pledge:** All

**Roll Call:** Vern Beckstead, Judy Conley, Helen Custer, Bill Gernon, Robyn Moore, Norah Sostrom, Judy Wilson

**Announcements:** In preparation for Pergola Installation, the cacti in the construction area will be removed this summer. In addition, other cacti in the pool area will also be removed due to safety issues and debris in the pool.

**Correspondence Read:**

- Thank you letter from Pinal County Manager, Greg Stanley, regarding donation from the Pet Dinner on 3/8/17
- Thank you letter to Sunscape Christian Fellowship for donation of the Club House automatic door opener.

**Treasurer's Report:** Judy Conley

- Discussed new forms for Park Party Fund Tracking and Project Tracking

**Motion 38-16/17:** by Helen Custer, second by Judy Wilson to accept the Treasurer's Report. **Unanimously Carried**

**Consent Agenda:**

1. Minutes of the Organizational Meeting of 02-15-2017
2. Minutes of the Executive BOD Meeting of 03-03-2017
3. Minutes of the Executive BOD Meeting of 03-12-2017
4. Minutes of the Regular Meeting of 03-14-2017
5. Acceptance of the Communications Committee Charter of 03-14-2017
6. Minutes of the BOD Workshop of 04-04-2017
7. Acceptance of the Committee Reports submitted 04-04-2017

8. Minutes of the Executive BOD Meeting of 04-09-2017

**Motion #39-16/17:** by Robyn Moore, second by Helen Custer to accept and/or approve all items on the Consent Agenda

**Unanimously Carried**

**Old Business:**

**1. Pending Action Request Forms:**

- 1211 Shade for Pool Area using maximum of \$15,000 from Park Party Funds (approved by members 02-15-17): Pending LRP&P. Under review for bids for Pergola in SW corner of pool area with installation this fall.
- 1225 Review “Guidelines for Establishment of Standing and Special Committees”: AS recommended to MT.  
MT recommended Draft #4 to the Board for approval.

**Motion #40-16/17:** by Robyn Moore, second by Norah Sostrom to accept and approve the revisions under Draft 4 to the “Guidelines for Establishment of Standing and Special Committees Reporting to the Board of Directors”.

**Unanimously Carried**

- 1226 Standardization of Park meeting, agenda and minutes: Pending at Administrative Support for development of “Meeting Management Policy”. AS recommended back to MT, Pending at MT until fall
- 1230 Develop BOD Policy regarding Election Campaign Practices: MT recommended to Administrative Support for development. AS recommended back to MT, Pending at MT until fall
- 1233 LED Street Light at Exit: MT referred to LRP&P and Safety. Request to ARC Committee & County for permits for installation. Will be discussed at the April 5, 2017 ARC Committee.
- 1234 Request Procedure Policy; add Private Maintenance Request Form: AS recommended to MT.  
MT recommended Draft #6 to the Board for approval.

**Motion #41-16/17:** by Helen Custer, second by Judy Wilson to accept and approve the Draft 6 revision to the “Request Procedure Policy” and to include reference to ARC Permit on the PMARF. **Unanimously Carried**

- 1235 Outside Benches at Club House (laundry/grass area): MT recommended that Maintenance place small table with two chairs outside the west exit of Club House.

**Motion #42-16/17:** by Robyn Moore, second by Helen Custer to have Maintenance purchase small table w/two chairs for outside the west exit of Club House. **Unanimously Carried**

- 1237 Sponsor “Sunscap Softball Team”: MT recommended to the Board this ARF be rejected.

**Motion #43-16/17:** by Judy Wilson, second by Judy Conley to deny this ARF as written. **Unanimously Carried**

## **New Business:**

### **1. New Action Request Forms:**

- 1240 ADA Access to Activity Center: MT referred to Safety. Tabled until fall.
- 1241 Member Funds’ Expenditures with Major Projects being completed by licensed and bonded AZ contractors: MT recommended denial due to policies/procedures already in place.

**Motion #44-16/17:** by Robyn Moore, second by Helen Custer to deny this ARF due to policies/procedures in place that already address this issue.

### **Unanimously Carried**

- 1242 Reconsider removal of Club House Fireplace: MT recommended this go directly back to the BOD to close.

**Motion #45-16/17:** by Helen Custer, second by Judy Conley to deny this ARF due to decision already in place to remove the fireplace under Motion #18-16/17 on February 7, 2017. **YES=4, NO=3, Carried**

- 1243 Digital Door Locks on Restrooms: MT recommended to Maintenance to research and proceed installation in the 2018 Budget.

**Motion #46-16/17:** by Helen Custer, second by Norah Sostrom to approve inclusion in the 2018 Budget and installation of Digital Door Locks on all outside restroom and laundry room doors. **Unanimously Carried**

### **2. Waterline Project Replacement:** Neil Wehmer, Chair of Ad Hoc Committee (Members: Armando Diaz, Bailey Atkins, Larry Eginore, Cliff Grife)

- Bid presented with request for contingency and contract signing by May 6, 2017

- Work should be completed within 2 week timeframe
- Discussion on schedule 40vs60, ¾ inch pipe on service lines.
- Discussion on trench depth, to be minimum 18 inches.
- Service will be off to those lots affected (6-7)

**Motion #47-16/17:** by Helen Custer, second by Norah Sostrom to accept the report given by Cliff Grife on the Waterline Project Replacement.

**Unanimously Carried**

**Motion #48-16/17:** by Norah Sostrom, second by Judy Conley to accept the Contract Provision Document and Letter to the Indiana/Wisconsin Members for the first phase of the Waterline Project Replacement as presented.

**Unanimously Carried**

### **3. Water Line Bid:**

**Motion #49-16/17:** by Robyn Moore, second by Helen Custer to proceed with the first phase of the Waterline Project Replacement on Indiana/Wisconsin as an emergency project in the summer of 2017 with maximum of \$17,000.00 from the Reserve Fund as allowed by Article 19, Section 5d of the Bylaws. **Unanimously Carried**

### **4. Road Wash Bid:**

**Motion #50-16/17:** by Bill Gernon, second by Judy Conley to construct a concrete Road Wash on Sunscape Way to replace existing asphalt wash with maximum expenditure of \$3,700.00 from the Reserve Fund.

**Unanimously Carried**

**Motion 51-16/17:** by Judy Conley, second by Helen Custer to adjourn at 10:17am.

Respectfully submitted,  
Helen Custer, Secretary