

ABEVA BOARD OF DIRECTORS MEETING

Arizona Biltmore Estates Village Association Office
2525 E. Arizona Biltmore Circle D-145 Phoenix, AZ 85016
December 13, 2021

Board Members Present: Steve Helm, Mark Monserez, Wes Balmer, John Lynch, Keith Mishkin, Garnet Harding, and Bill McKay

Board Members via ZOOM: Will Hawking

Board Members Absent: Judith Shafkind

Management Present: Carol Jones

Homeowners Present: Rebecca Heath (Greens 3-6), Dennis Clifford (2 Biltmore Estates)

Homeowners via ZOOM – Margaret Mullen (Colony Biltmore), Ivica Cvitkovic (Colony Biltmore Greens), Richard Arroyo (2 Biltmore Estates), John Schnobrich (Colony Biltmore), Michael Kadlick (Cloisters), Lynn Holbrook (Colony Biltmore 4)

I. Call to Order – Board President Steve Helm called the Board of Directors meeting to order at 5:00 pm

II. Homeowner Forum

The guardhouse at the entrance off Thunderbird Trail needs to be removed. Who owns it?

ABEVA needs to send a letter to the hotel to maintain it or remove it.

Glad to see the spire taken out it is too expensive

Cloisters' fountain has been off due to the lack of chlorine supply.

III. Approval of Minutes – There was a motion and a second to approve the October 18, 2021, Open Session meeting minutes. All in favor. Motion carried.

IV. Financials – Mark Monserez made a motion to approve the October & November 2021 financials pending answers to questions by Board members. Garnet Harding made the second. All in favor, the motion carried.

V. Old Business

- **New Website** – Carol Jones explained the website committee decided to use Go Daddy due to cost and availability of help in uploading updates. The website should be ready by February 2022.
- **Reserve Study** – This is in process of being completed and should be complete by the January meeting.
- **CPA Review** – The annual review is in the process of being completed
- **2022 Annual Meeting/Elections/Online Voting** – The voting will only be online. People without an email address will receive a paper ballot. **Wes Balmer motioned a voting reminder and detailed instructions will be mailed out. It will also include the Bios and how to get help with voting online. Mark Monserez made the second. IN FAVOR: Mark Monserez, Steve Helm, Wes Balmer, Will Hawking, Keith Mishkin and Garnet Harding. OPPOSED: Bill McKay & John Lynch. Motion carried.**
- **Election Committee** – Bill McKay said he remembers precisely that the Election Committee was abandoned and dissolved at a past meeting. **Keith Mishkin motioned to Chair the Election Committee. The Committee will be available for information and guidance to homeowners during the election. The information to be mailed will be reviewed by the Committee before being mailed. There was not a second. Motion dies.**
- **2 Biltmore Landscaping** – There is a piece of land in front of 2 Biltmore Estates that needs to be maintained. Previously, 2 Biltmore maintained it. ABEVA will pay for a survey regarding the parcel of land in front of 2 Biltmore Estates.
- **Streetlights**- A second light pole (#21) is cracked and needs to be replaced. The poles in the grass areas are the ones that seem to be cracking. Carol is checking into the possibility of getting them sealed or protected in some way from the overspray from the sprinklers. Currently, light pole #7 will be replaced by the end of December. **Wes Balmer motioned to approve replacing light pole #21 not to exceed \$5000. Keith Mishkin made the second. All in favor. Motion carried.**

VI. New Business

- **Records & Document Retention** – Mark Monserez motioned to approve the “Records and Document Retention Policy with one modification, item number 8 “Recordings of Meetings”. Electronic recordings of such meetings will be kept for 60 days after the minutes are approved. Bill McKay made the second. All in favor. Motion carried.
- **2 Biltmore & Fairway Lodge requests to become ABEVA members-** The sub-associations would be responsible for all costs involved. Wes Balmer motioned that ABEVA approves accepting 2 Biltmore Estates and Fairway Lodge as members contingent on the ABEVA members voting requirements being met. **AMENDED: Including Scott Carpenter as the attorney to oversee both sides. John Lynch made the second. All in favor. Motion carried.**
- **Roving Patrol Holiday Bonus** – Mark Monserez motioned to accept the bonuses for the Roving Patrol as presented. John Lynch made the second. All in favor. Motion carried.
- **Amending the By-Laws** – Bill McKay made a motion to amend the By-Laws by changing the amount of time a director must serve before being eligible to become an Officer from 2 years to 1 year. Wes Balmer made the second. All in favor. Motion carried.

VII. Committee Reports

- **Architectural**
 - a) **Taliverde & Colony Biltmore Greens Oleanders-** Will received information from a Horticulturalist about the oleanders along 24th Street. and sent it to both property managers. There was no response from either manager. Colony Biltmore Greens is planting unapproved Hop Seed bushes in the next year's budget. The manager from Taliverde said the oleanders are not the association's responsibility. They belong to each homeowner. Taliverde does not want to be responsible for these oleanders. This will have to be determined since there is a precedent for the association maintaining the oleanders. WB requested answers to the following 2 questions; who has been watering and how to keep the oleanders maintained in a consistent look if the homeowners are responsible?
 - b) **Biltmore Square Artificial Green** – The request to install artificial grass in the common areas was denied.
 - c) **National Bank Landscape Change** – The request to remove the fountain along 24th street and re-landscape that area was approved.
- **Beautification**
 - a) **Street Name Change** – There was a deep investigation for changing the name of Thunderbird Trail to Biltmore Estates per BM. The ONLY steps to change the name of the street are to fill out the application, then have Steve Helm sign it as the ABEVA President, and send it to the city with \$600. Additional costs will include; cost of the 2-sided green sign and the street sign frame. The city and the postmaster have both approved the name change. The total cost will not exceed \$5000.00. ABEVA is not responsible for Colony Biltmore’s guardhouse plaque. **Wes Balmer made a motion to rename Thunderbird Trail to Biltmore Estates, cost not to exceed \$5000.00. Bill McKay made the second. AMENDED: to include approval by Scott Carpenter before any action. All in favor. Motion carried.**
 - b) **Entrance Project** - Wes Balmer motioned to move forward with Greey Pickett’s contract not to exceed \$131,000.00 for the balance of their services contingent on 2 two items:
 - 1) Scott Carpenter is assessing landscape and maintenance agreements, not easements, with the different HOA’s and ownerships that ABEVA is proposing to construct improvements. Examples are JDM at 24th St. and ABC, ownerships at newly named Biltmore Estates, and 24th St. and Colter.
 - 2) Receipt and analysis of the survey showing where property lines are located. This will more specifically determine what improvements are allowable by Greey Pickett and Scott Carpenter. Also, Greey Pickett can show the areas of improvement with an overlay to the survey. This will clarify the property lines/tracks of ownership. Bill McKay will interface with Scott Carpenter getting him involved. Garnet Harding made the second. All in favor. Motion carried.

- **Employee Review**

VIII. Adjournment – There being no further business to discuss, a motion was made and seconded to adjourn to the Executive Session Meeting. All in favor, the Open Meeting adjourned at 7:40 pm.

Respectfully,

Beth Rose
Administrative Assistant