

**MINUTES**  
**SUN CITIES RV COMPOUND, INC.**  
**Board of Directors Meeting**  
**May 20, 2022**

The Board meeting was called to order by the President at 9:00AM.

Members present:

Dick Hobbs, Gary Tayar, Clint Viergutz, John Groothuizen, Paul Sperry, Bud Meador,  
Bob McKay & General Manager Tony Wagner.

Members absent:

Paul Turpin & Tim Barber

**Minutes of Mar 2022** were approved with revision requested by Tony. Revised minutes will be distributed.

**Treasurer's Report** was presented by Treasurer Clint Viergutz who reported on our current financial position.

T-Bills:	\$800,000
Bank Account:	\$147,617
Checking:	\$ 51,362

Two transfers of \$50K from T-Bills to operating account are planned for June.

**Committee Reports** were presented as follows:

**Finance by Clint Viergutz (Chairman)**

Clint presented a draft "Fund Disbursement and Spending Limits Policy" for Board Consideration. Dick requested a clarification that these policies should apply to non-budget items only.

Moved by John, second by Bud to approve Policy with requested clarification.  
Approved unanimously.

**Safety & Security by GM (Chairman Bob McKay)**

Nothing to Report.

**Building and Maintenance by Tony Wagner (Chairman Paul Turpin)**

Nothing to Report

### **Computer & Information Technology by Paul Sperry (Chairman)**

Credit Card acceptance testing progressing well.

Additional Camera installation pending.

Website rebuild continues.

Security starting process of scanning in vehicles. Software Contractor continuing to work on issues.

### **Elections (Bud Meador, Chairman)**

Nothing to Report.

### **Appreciation Dinner by John Groothuizen (Chairman)**

Board agreed to set preliminary attendance count at 45. John to confirm with Briarwood Country Club, SCW. Menu review and firm up of attendance will be done later in the year.

### **Annual Meeting by Clint Viergutz (Chairman)**

SCW RV Club President requested reservation of the Palm Ridge Facility for the annual meeting for Tuesday Feb 21, 2023. Awaiting confirmation

### **Covered Parking III by Paul Sperry (Chairman)**

After review of bids, Solar option do not appear feasible. Bids and schedule have been requested to duplicate current structures.

Paul conducted a strawman poll at the Sun City Grand RV Club meeting and confirmed a overwhelming majority of members on the waiting list for covered parking are still interested.

### **Policy Review by John Groothuizen (Chairman)**

Committee presented four (4) policy revisions based on request from Compound staff for Board consideration summarized as follows:

- 1) Clarify existing expectation that Boats/UTV's/ATVs etc that require permitting for use in AZ maintain current registration with the state.
- 2) Reduce maximum spaces allocated to members to four from current six, and document long-standing policy that members received priority over non-members for space assignment.
- 3) Members are limited to storage of one personal vehicle in place of registered vehicle and storage is limited to 6 months.
- 4) Refund Policy updated to reflect prorated refunds for vacated spaces by Quarter to nearest \$/ft. (\$4 for spaces vacated in Q1, \$3 in Q2, \$2 in Q3, \$0 in Q4).

Moved by Bud, second by Bob to accept as presented and implement immediately.  
Approved unanimously.

Approved document is attached.

**General Managers Report was presented by Tony Wagner.**

Replacement covers for the Wash Bay and Security structure have been received and are being installed. Some pieces are the wrong size and will need to be replaced by the supplier at their cost.

Night patrol frequency and scope has been revised from a minimum of 4 perimeter patrols to 9 full compound patrols per shift.

Wait list has been reduced to 46 with most requiring 20, 25, or 30 ft spaces.

The major cost of the Compound's monthly APS Bill is for rental of the light poles. Board requested that the Building and Maintenance Committee review the APS contract and report of options to control these costs.

**Old Business:**

Tony presented a summary of the compound's insurance coverage. The Board asked for clarification on WC for volunteers and Vendors and need for Umbrella coverage at the next meeting.

**New Business:**

None

The Board Meeting was adjourned at 10:40 am with next meeting scheduled for Oct 21, 2022, at 9am.

**Respectfully Submitted**

**by John Groothuizen, Secretary**

**Attachments:**

- **Fund Disbursement and Spending Limits Policy (as Approved)**
- **Rules Governing the Use of the Storage Facilities (Revised Sections as Approved)**

# Attachment I:

## SUN CITIES RV COMPOUND, INC.

### Funds Disbursement and Spending Limits Policy

May 20, 2022

The General Manager will need the Board of Directors approval for any non-budgeted non-recurring disbursement of \$5,000.00 and over.

Any non-budgeted non-recurring disbursement between \$2,500.00 and \$5,000.00 will require a discussion and approval by the President and/or the Treasurer.

In addition, any non-budgeted non-recurring disbursement under \$2,500.00, the General Manager can bring to the Board of Directors, the President, or the Treasurer for discussion if he or she feels that it is necessary.

As soon as possible after the month end the bookkeeper will forward the previous month's checking account transaction listing to the Treasurer for his or her review. Any questions should be discussed with the General Manager.

All paid invoices should be stamped as paid with the date and the check number noted.

As a note of explanation, recurring disbursements that the Compound makes on a monthly basis are but not limited to the following:

APS currently about \$3,600.00 monthly

Arrow Security currently about \$6,600.00 to \$7,000.00 twice a month.

Trinity Networx currently about \$1,800.00 monthly

IRS currently about \$5,000.00 monthly

# Attachment II:

## SUN CITIES RV COMPOUND, INC.

### Revisions to Rules Governing the Use of the Storage Facilities

May 20, 2022

**Note:** Text with ~~strikethrough~~ is previous language, text highlighted yellow is new language.

2. **APPROVED VEHICLES:** You may store the following types of vehicles in the Compound:
  - Motor homes: Class A, Class B, Class C (with or without the tow vehicle/car dolly)
    - Must have holding tanks, sewer connection and shore power connection
  - 5th Wheel trailers (with or without the pull vehicle)
  - Travel trailers (with or without the pull vehicle) • Boats on trailers (with or without the pull vehicle)
  - Campers (on or off the truck) • Pickup Shells
  - Utility Trailers (with or without the pull vehicle) • Kayak/canoes on trailers

Boats, UTVs, ATCs, Motorcycles or any other item that the State requires to be registered for use in AZ must have current registration tags to be stored in the compound. (revised 5/20/22)
4. **SPACE ASSIGNMENT:** Space is assigned by the Compound staff to meet your needs. Your storage fee is determined by the length of your space, in lineal feet, multiplied by the rate that is annually determined by the Compound Board of Directors. A change of vehicle requires proof of ownership, measurement, processing fee and possible assignment of a new space. All vehicles must be registered with the office. All lessees who request a change of space will be assessed a fee. Each account is limited to a maximum of **SIX FOUR** spaces (a pull-thru is TWO spaces). Members will have priority over non-members for space assignments. (revised 5/20/22)
5. **USE OF SPACE:** A space can only be occupied by the vehicle assigned to it. Only ONE vehicle is allowed in each single space. The one exception is that a car dolly may be stored under a motor home when the car dolly is registered with the office. Pull-through spaces consist of TWO spaces and are primarily for the use of TWO vehicles that travel down the road together. Your vehicle must be parked in the center of the space using the white space number brick as your centerline with a one-foot (1 ft.) clearance from the front and rear space lines. Slide-outs must be closed and within your space markers. You may not erect any structures on your space or store any items on the ground or under your vehicle or leaning against it. ~~Any personal vehicles stored in your space in place of your registered vehicle for more than 14 days must be registered in your account and assigned a SCR Unit ID Number.~~ One personal vehicle per account may be stored in one of your spaces in place of the registered vehicle. If it will be stored for more than 14 days, it must be registered in your account and assigned a SCR Unit ID Number. Personal vehicle storage may not exceed 6 months. (revised 5/20/22)
6. **REFUND POLICY:** ~~As per the RV Storage Lease, "The Compound is not obligated to refund any rent or fees."~~ (Rev: 5-16-22) Refunds for vacated spaces will be prorated by quarter per the following schedule. (revised 5/20/22)
  - Period Space Vacated:**
    - Q1 (Jan 1 to Mar 31) \$4/ft
    - Q2 (Apr 1 to Jun 30) \$3/ft
    - Q3 (Jul 1 to Sep 30) \$2/ft
    - Q4 (Oct 1 to Dec 31) No Rebate