

Amapas Neighborhood Association

Meeting Minutes



Location: Zoom video conference

Date: Wednesday, September 9, 2026

Time: 10:00 a.m. local time

Attendees: Gary Green, President; Steve Clarke, Treasurer; Will Murdoch, Secretary; Dawn Stephens, Jaime Tril, Viviana Teston, Administrator

Absentees: Neil Figurelli, Social Committee chair (business event)

1. Call to Order

The meeting was called to order at 10:06 a.m.

2. Social Committee Update

The Social committee confirmed Rock the River Away and the December 15th Holiday Party at Whiskey Kitchen are on track. Tickets are tickets available via Donorbox by credit card or cash at the door.

Currently there are about 4 attendees for Rock the River and 16 attendees registered for the holiday party.

The board discussed an early casual mixer in October. Will was asked to see if Tamale and Bill would be interested in hosting at the Tunnel Bar. It is a small venue, with air conditioning, which could be good for a likely smaller crowd this early in the season.

The spring Rock The River is still tentatively set for February 24th. No planning on this event will start until after the fall event, and the future of ANA into the next calendar year is more certain.

3. Secretary's Report

Minutes from August 19, 2026 meeting minutes were approved.

4. Treasurer's Report

Due to the Board meeting being rescheduled a week early to accommodate the Independence Day holiday, financial reports were not available. *The summary table below is a post-meeting update.*

ANA Income / Expenses as of August 31, 2026

		Annual Budget	Year To Date Actual	% +/- Budget	Prior Year to Date	% Change
Income	Opening Balance	\$ 152,805	\$ 152,805		\$ 107,933	29%
	Membership Dues	\$ 537,000	\$ 387,192	72%	\$ 471,985	-22%
	Project Donations	\$ 1,052,000	\$ 175,214	17%	\$ 197,386	-13%
	Total Income	\$ 1,741,805	\$ 715,211	41%	\$ 777,304	-9%
Expenses	Administration	\$ 654,989	\$ 377,752	58%	\$ 353,713	6%
	Project Expenses	\$ 902,000	\$ 178,637	20%	\$ 45,954	74%
	Total Expenses	\$ 1,556,989	\$ 556,389	36%	\$ 399,667	28%
Income less Expense:		\$ 184,816	\$ 158,822		\$ 377,637	-138%

As of today, ANA has \$157,000 with Banorte and \$1,000 with Kapital bank.

Steve reminded the board that the work on Calle Santa Barbara currently has no funding. A proposal for the work will be presented to the residents at a meeting to be scheduled, likely in late November. If the residents agree to the scope and estimated per-unit price, fundraising can begin, however no work will start until the full funding target is

met. The total cost would need to be covered by all residents, where ANA members would pay a smaller amount than non-members.

The Board discussed getting a credit or debit card from ANA. Viviana's understanding is that such cards are not available to non-profits, despite what Gary was told by his banker. Gary will follow up personally with his banker at BBVA to get confirmation and start the process.

5. Road to Safety

First Priority: Topes & Crosswalks

Speed bump installation remains stalled because Transito has not provided equipment, and is still unwilling to coordinate between City departments. The board reiterated the need for Viviana to organize a joint meeting between the two city offices, to be held by September 23.

Second Priority: Access stairs

Third Priority: Pulpito/Mirador pathway

Fourth Priority: Emergency Evacuation Plan

Fifth Priority: Road repairs

Part of the board met with Robert Howell and the engineer who has done a preliminary Scope of Work based on publicly available information online (he has not yet done a detailed physical inspection of the work area). Based on this, a rough estimate for the project costs around \$6,000,000 pesos. This is a full repair of the street (not patching potholes), and would require full coordination from SEAPAL because the pipes in the road are in poor condition and will need to be replaced before the work can be completed. The study for the preparation work, which includes a detailed work plan, will cost \$250,000 mxn. This document would direct all contractors in their specific work. The engineer's preliminary work so far has cost ANA \$1,500.

It is uncertain how long the street would be inaccessible to vehicles. This is a detail that will need to be confirmed before the November meeting with the residents.

Sixth Priority: Highway Lighting

Item	Owner	Deadline	Action	Recipient	Status
73	BOD	12/31/26	Create "boilerplate" Emergency Evacuation Plan from available plans to distribute to ANA members	BOD	Closed
			<i>This will be closed since completion is expected to be essentially impossible.</i>		
29	Viviana	2/18/26	Confirm the "speed reducing buttons" are the correct type, and order more for the following intersection installations.	Viviana	Closed
			<i>We understand the city agrees with the current speed reducing buttons, with the only obstacle being the two city departments to meet and agree on an approach. Viviana will work to get a meeting scheduled by September 23, 2026. (Action Item #87)</i>		
86	Viviana	8/19/26 EOD	Receive quote for engineering work for Calle Santa Barbara repair preparation work.	BOD	Closed
			<i>An initial rough estimate has been provided. A detailed plan will be requested after meeting with residents, and gaining their agreement and financial support for the work.</i>		

87	Viviana	8/21/26	Organize meeting with all City departments together to coordinate tope installation and required city-provided equipment	BOD	2 Weeks Late
<i>Next week the City wants to schedule a meeting for later on. The Board instructed Viviana to get the meeting set before 9/23/26.</i>					
88	Viviana	8/21/26	Get confirmation from Transito on allowable signage for crosswalks, including large signs, flashing lights, and ANA sponsorship branding	BOD	Two Weeks Late
<i>Viviana has not gotten an answer to the Board on this yet.</i>					

6. Business Membership Update

Whiskey Kitchen will host ANA's holiday dinner this year, but has confirmed they are not in a position to be a paying Business Member due to the unusually low "low season" at the moment.

Item	Owner	Deadline	Action	Recipient	Status
84	Viviana	5/31/2026	Follow up with Flavors of Swell about ANA Business Membership	BOD	3 Months past Due
<i>Following her meeting on June 12 with the manager, Viviana hasn't been able to follow up. She will pass the contact information to Will to complete this past due task.</i>					

7. Second Saturday

The clean up on September 12 will continue painting around the new plaques.

8. Administration & Membership (Individual, FBM)

Project Estimates:

Viviana investigated three new areas that ANA may want to target in the coming year.

- The sidewalk near Casa Corazon is deteriorating
- Garbage Bins throughout Amapas. Bob Price offered to do the work for \$70,000 per bin, which the Board feels is excessive and would be difficult to raise donations for. Other bins have been significantly cheaper.
- The gutter drain grill on Pulpito (near Loma Del Sol condominiums) remains in need of repair.

ANA Promotional Video:

Ron Morgan's promotional video is apparently nearing completion, although without the review or comment from ANA Board, as was requested. Viviana shared that the Board will not have a chance to review, although she contributed script and voice overs for the video. The Board expressed continued frustration that despite repeated requests, their input was apparently disregarded. There is concern the video will not be appropriate to promote ANA, but is more of a sales device for a real estate agency.

Junta Update:

The board did not receive an update after last month's meeting, but Viviana understands they will require 2 additional months to complete these delinquent activities.

Administration Activity Reports:

The Board expressed concern again that the daily Activity Reports (<https://tiny.cc/ANA-Admin>) are not being completed as required. (Completion has further deteriorated in the last month.) Vivian shared that she is unable to complete tasks requiring this level of concentration and attention to detail at the end of the day. She requested that the "due date" could be extended to the following morning when she returns to work. The board agreed, although has concerns if these reports are excessive then other tasks completed late in the day may also be too demanding.

"On Time" reporting with the delayed due date/time will start being reported starting September 10.

Viviana has not sent the requested updates to her vacation and sick days, and days when CFE outages prevented her from working. The statistics still reflect "past due" for several days that should be corrected. However, without updates from the Administrator, her compliance with ANA's direction will remain negatively reported.

Start	End	On Time	Late	Retro	Missing	Not Required	Non-Compliant
February 3	March 31	10	11	4	12	21	27
April 1	June 30	26	9	1	24	31	34
July 1	Sept 8	4	2	0	39	25	41

Item	Owner	Deadline	Action	Recipient	Status
70	Viviana	1/21/26	Start the revision of Junta of Amapas members, aligning with ANA Board of Directors.	BOD	Ongoing
67	Gail Arnold (prev. Viviana)	Ongoing (prev. 11/30/25)	<i>Viviana will get the paperwork done this month.</i> Send a list of all Constant Contact email problems to the board and correct any incorrectly formatted email addresses. <i>Gail has scrubbed the bad contacts and will continue to check in periodically for incremental updates.</i>	BOD	Closed
89	Viviana	8/21/26	Forward link to draft promotional video in process with Ron Morgan.	BOD	One Month Past Due
90	Viviana	8/21/26	Provide updated list of vacation/sick days, and days without CFE power so the Administrator Activity log can be presented correctly.	BOD	One Month Past Due
91	Viviana	8/21/26	Provide confirmation from the Notary that the AGM minutes from 2025 and 2026 are ready. <i>The Notary has informed Viviana they required four months to complete minutes like these, putting the due date in November. (In the future, ANA needs to make these minutes a priority, and file them immediately after the AGM.)</i>	BOD	Ongoing

9. Amapas Ascent mural damage / repairs

Signs were ordered. Tamale and Will to coordinate installation and scoping of repair work to damaged murals.

Item	Owner	Deadline	Action	Recipient	Status
58	Will, Viviana	8/31/2025	Reprint the damaged QR codes and project story on the recognition wall, then coordinate the reinstallation. <i>The signs were ordered.</i>	BOD	Closed

65	Will	11/15/25	Discuss options for repairs, materials, costs, and schedule with Tamale for the needed repairs.	BOD	Ongoing
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Once the RTS crosswalks are started, we'll turn some attention to the Amapas Stairs. But we will wait to avoid conflicts in priorities for the Board and Viviana.

10. Neighborhood Advocate Program

There was no discussion on this topic during this meeting.

11. ANA C.A.R.E.S.

There was no discussion on this topic during this meeting.

12. Memorial Plaques

New plaques were installed, and the wall around them will be painted by Gary and Will at the upcoming Second Saturday. The missing plaque is expected to be ready on 9/23.

13. Website

Victor continues working with Go Daddy on the ANA website hosting issues.

14. Conclusion

There were no items identified to be added to the agenda for the meeting.

The next Board meeting is scheduled for October 7, 10 a.m. local time. The meeting is being held early due to scheduling conflicts, and to get updates on critical items earlier in the month.

The meeting was adjourned at 11:05 a.m.

Meeting Minutes Approval



Gary Green, President
October 7, 2026



Will Murdoch, Secretary
October 7, 2026