

## Board Meeting Notes November 18, 2011

Submitted by Nancy Heck

*Note: These notes were taken at the meeting. They have not been approved by the Board. Reasonable care was taken in their preparation, but there may be some inaccuracies and omissions. Official minutes will be posted when they become available.*

**Present:** Board members Jim Grosse, Charles House, and David Pingree; Desert Management owner Jim Lewis and assistant manager Jennifer Huntsman.

### **Comments from homeowners during the Open Forum:**

#### Larry Fine (2190 Bldg.)

- Asked the Board to consider moving the Board meetings from 8:00 am to 9:00 am. Jim Grosse said historically meetings have been held at 8:00 am, and that some of the Board members needed to go to work after the meetings. Jim said they would consider the request.
- Reported that as webmaster, he has postcards available for posting about the ccectados.com website. He said he has posted them in the laundry rooms.
- Reported that the lights are out in the carport around parking space #27. Also the 2170 building light on the 2<sup>nd</sup> floor is out. Jim Grosse said that the large globe light in the southwest corner of the west pool is out. He asked Jennifer to have them fixed. If it is just a light bulb out, Sammy's crew can handle it, but if it is an electrical problem, we need to get our electrician out to fix it.

#### Sherry Adams (2180 Bldg.)

- Reported debris that needs to be removed from the roofs. They need regular maintenance.

#### Ellie Larson (2190 Bldg.)

- Asked what the status is on the 2190 building roof leak. Jim asked Jennifer if the water test was completed and, if so, where is the report. Jennifer said she would find out. Jim asked Jennifer to contact Peak Roofing to get the work done as soon as possible.
- Asked who is responsible for picking up debris around the grounds. Jim said the landscapers are responsible and should be taking care of it. He will talk to Sammy about it.
- Reported vehicles parked in space #49 in the garage. She suspects they belong to the gardeners. Jim will tell Sammy that gardeners need to park their personal vehicles in the guest parking only.

#### Nancy Heck (351 Bldg.)

- Reported that trash cans are missing in the Fitness Center in the Clubhouse and need to be replaced. Jennifer said she would look into this.

- Asked if an elliptical machine could be added to the exercise facility. It would be a better investment than a bistro table and chairs. Jennifer said that Kim Luyties is looking into it and will get more info on the cost of an elliptical machine.
- Jim stated that the current configuration of the equipment is not ideal (i.e., the two treadmill machines are too close together), and stated that if we do get the elliptical machine, at that time, we should consider moving the equipment to take advantage of the space. It was suggested that a design be created for future use.
- It was also noted that some “unauthorized” equipment is in the facility. Jim asked Jennifer to have it removed from the facility, have it stored, and send a notice to homeowners to reclaim any items they want to keep.
- Reported that the water pressure problem in laundry room #3 has been resolved. The maintenance man from Dadson was out and said there was debris in the filter of the cold water tap. Homeowners should notify Jennifer if they notice reduced pressure in the future.

#### Ruth Benson (451 Bldg.)

- Stated concern that trash dumpsters need to have lids closed due to odors and animal attraction. Jim Grosse said it is gardeners’ responsibility, and he will remind Sammy to have the crew close them on a regular basis.
- Asked that gardeners check the palms at 451 building that are growing over the sidewalk and have them trimmed.

#### **Approval of Meeting Minutes**

The minutes from the October Board meeting were approved.

#### **Approval of Financial Statements**

##### October Financials

Treasurer Charles House presented the financial report for October:

- We now have a \$43,000 operating cash balance.

Year-to-date highlights:

- Landscaping YTD is a little over budget.
- Pool maintenance is a little under budget.
- Utilities are still over budget. We are at \$93,000 for water and electric, vs. a budget of \$75,000. Will continue to research to see where the increase is coming from.
- Maintenance is a little under budget, with YTD at \$21,000 vs. a budget of \$31,000.

Reserves:

- In October we spent \$4,900 from Reserves for the new keyless entry system.

The October financial statement was approved.

##### Delinquencies:

Jim Lewis (Management) stated that there is no action required at this time.

#### **Management Report**

- Laundry Room #3 water pressure was fixed.

- The lights previously reported out have been fixed. Jennifer will work on the ones reported at the meeting today.
- Charles and Jennifer are meeting with plumber to research issue of excessive water use.
- A plumber has been hired to insert a camera in sewer system at Unit 18 to determine if there are ficus tree roots in the plumbing.
- Pool chairs have been ordered and are coming.
- Jim Grosse noted that the pool railing is still loose, and we still need a cover for the railing.

### **Business at Hand**

- We have two bids for fixing the wood rot around the windows in the Clubhouse billiard room. Patrick's bid includes replacing the glass with safety glass. A discussion was held regarding whether or not this project should require pulling a permit. It was decided that the glass should be replaced with safety glass to be up to code, and since this would be considered a code upgrade, the work should require pulling a permit. Jim instructed Jennifer to get the other bidder to add glass replacement and permit to his bid. Jim also stated that the glass should be tinted. The matter was tabled until the next meeting.
- We have only one bid, at \$695, for the tennis court screen replacement. Jim asked Jennifer to get another bid.
- We have only one bid for the BBQ cleaning. Jim asked Jennifer to get additional bids.
- DCH bid for \$596 for electrical work to repair broken outdoor lighting was accepted.

### **Committee Reports**

#### Landscape Committee

- Nancy Heck reported that she met with Sammy from Arizun Landscaping and reviewed his ideas for the proposed desertscape around Spas #1 (Palm Canyon) and #2 (near Tennis Courts). The Board reviewed the proposals submitted by Sammy for these areas. The Board approved one of the bids, at \$1,574, for the work around Spa #2, and asked Nancy to supervise it.
- The bid to trim the silver oak and bottle brush trees was approved.
- The bid to remove the dead pine tree outside the south pool was approved.
- Jim Grosse asked Sammy what was causing the fruit trees to die. Sammy stated that there is an airborne fungus in the Valley, and any trees affected should be removed and replaced. His bid for that purpose was accepted.
- Sherry Adams asked Sammy if the palm tree to be removed from Unit 30 can be saved and planted elsewhere. He said he would try.

#### Architectural Committee

- Jim Grosse asked about the homeowner request for an antenna. Jennifer said it was done in the proper way.
- Sherry Adams said that an upper-unit dryer vent in building 2190 appears to be full of lint and poses a fire hazard. Jennifer will notify owner to get it cleaned.

#### Pool Committee

Nothing current to report.

#### Security Committee

Jennifer said she has the cards for the new keyless entry system for the Clubhouse and Fitness Center. The system will be installed on December 14<sup>th</sup>. A discussion followed regarding the \$25 deposit required for keycards. Larry Fine questioned why there would be a charge for cards when previously there was no charge for a key. Jim Grosse said it was to pay for the system and to discourage loss of the cards by unit owners. Larry countered that if the \$25 charge was considered a “deposit,” and therefore “refundable,” it had to remain a liability on the Association’s books and therefore could not be spent to cover the cost of the system. He also said that there was no reason to provide an incentive for unit owners not to lose the cards because, unlike the keys, which could be duplicated, lost, and misused, the cards could not be duplicated and, if lost, could easily be de-activated by Management through the new system (which was the point of installing the system). The Board said it would take this under consideration.

#### Lease Committee

- Larry Fine reported that they are making an appointment with Bob Fey after Thanksgiving to open dialogue for a discussion. Bob Fey has nothing new to report at this time.
- Leonard Petersen asked why Freeman has a parking space in the garage under the Clubhouse. Jim Grosse said he would look into it.

#### **Correspondence**

No action required.

Meeting adjourned, followed by Executive Session.

**Next Meeting: December 16, 2011 at 8 AM**