

Board Meeting Notes October 28, 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, Bill Ehrlich, Charles House, and David Pingree; Desert Management owner Jim Lewis and assistant manager Jennifer Huntsman.

Comments from homeowners during the Open Forum:

Judy Fabris (2255 Bldg.)

- Requested that the Bird of Paradise plants not be removed from her courtyard when courtyard landscapes are redesigned.
- A large tree needs to be replaced in the southeast quadrant of the courtyard.
- Gardeners need better followup after trimming, i.e., dead foliage left behind.
- There are a lot of weeds throughout the grounds.
- When gardeners trim hedges, can they trim more evenly so the hedges look uniform?
- Reported seeing coyotes on the grounds, so homeowners are warned to watch out for their pets' safety.

Nancy Heck (351 Bldg.)

- Asked who maintains/cleans the 12 barbeques throughout the grounds. Jennifer (Management) said she would find out and have them cleaned.
- Reported that the water pressure in laundry room #3 is low. Jennifer said it could be calcium buildup; she will get it checked out.
- Expressed concern over fire-ant problem all through the grounds. Jennifer said that the first treatment for ants was done on Oct 24th, and the exterminator will be back soon to do the second treatment.
- Expressed concern that the fruit trees on the grounds are in poor shape and many look like they are dying. Need to investigate the problem and spray trees if necessary.
- Several homeowners have reported seeing rats on their patios. Need to remind Rudy's Pest Control to check the bait traps more often.
- There are two palm trees inside homeowners' patios. One needs to be trimmed, and the other, at unit #38, should be pulled. Board President Jim Grosse asked Jennifer to get bid from Sammy (landscape contractor) for the work and then notify affected homeowners.

Leonard Petersen (351 Bldg.)

- Reported that many lights on the grounds are not working. Jennifer said that Sammy has someone who takes an inventory of the lights after dark, and tags those that are out. Sammy replaces light bulbs, but if it is an electrical problem, then the electrician has to fix it, which may take more time to schedule.

Sandy Alpin (2190 Bldg.)

- Reported several lights out in the garage and asked if there was a timer on those lights. It's getting darker earlier, and garage needs more light for safety.
- Asked if anyone had ever suggested putting sinks in the laundry rooms, as there is a place for them. Apparently no one had.
- Asked who changes the names in the directories on each building. Jennifer said she changes them, but only when someone contacts her to ask for a change. Jim Grosse asked Jennifer to be more proactive about keeping the directories up to date.

Larry Fine (2170 Bldg.)

- Asked new Board member, David Pingree, to introduce himself, and thanked him for volunteering to serve. David said he has been here at CCCE for 11 years and is a realtor living in Orange County.
- Reported that the CCCE website is up and running. Suggestions for publicizing it were made: put the website address on all HOA communications, place a postcard in annual-budget mailing to members.

Approval of Meeting Minutes

The minutes from the September Board meeting were approved.

Approval of Financial Statements

Treasurer Charles House presented the financial report for September:

- We now have a \$40,000 operating cash balance, so we're doing well compared to past years, but it still could be improved. Much of that balance consists of pre-paid unit assessments.

Year-to-date highlights:

- \$2,700 laundry income, but because we pay for water and electricity, we probably just break even on this.
- Landscaping is on budget.
- Pools are a little under budget.
- Utilities are over budget. Most of it is water, which is up 50%. Charles said he will investigate to see where the increase is coming from.
- Electricity is over budget. Will investigate.
- Gas is on budget.
- Maintenance is a little under budget.
- Plumbing: had 2 sewer lines replaced at \$1,000 each.
- Administrative is down because we haven't had legal fees recently.

Reserves:

- We added \$96,000 to Reserves and spent \$27,000, for a net increase of \$69,000.
- We have a total of \$332,000 in Reserves. This is still not up to the recommended amount, but is a big advance over prior years.

The September financial statement was approved.

Delinquencies:

Jim Lewis (Management) asked for Board approval to place one lien and issue one notice of default. Board approved.

Draft 2012 Budget

Charles House reported that the draft budget for 2012 is very similar to that for 2011, with the expectation that we will keep the HOA dues at \$385 per month. Charles suggested making a number of small changes in the budget to more accurately reflect current expenses: decrease Landscaping from \$128,000 to \$117,000 and increase Utilities from \$90,000 to \$102,000.

Management Report

- Flowers are currently being planted around the grounds.
- Ant treatment was done on Oct 24th and additional treatment coming soon.
- There are still some roof leaks that need to be repaired. Jim Grosse asked that this be done as soon as possible.

Business at Hand

- Keyless entry system for Clubhouse and Fitness Center has been purchased and is ready to be installed. First we need to notify all homeowners of this change. Then the key cards will be issued to each homeowner, at which point the card sliders will be installed on the doors. Homeowners will likely be able to pick up key cards at the November Board meeting, or make other arrangements with Management to obtain them. A \$25 figure was floated as a possible refundable key-card deposit, but the date of the changeover, and the amount of the deposit, will be determined at the executive session following the Board meeting.
- One of the tennis court screens was damaged in a wind storm and was removed. Jim Grosse asked Jennifer to get a bid for replacing it for the next meeting.
- Bikes in laundry rooms: It seems there are a lot of abandoned bikes in the laundry rooms. In the next newsletter, owners will be asked to identify their bikes, perhaps by strapping on them a luggage tag with name and unit number. Those bikes that are not identified will be donated to charity. Larry Fine (webmaster) will also put a notice of this on the website.
- Fitness Center Table & Chairs: Jennifer will ask Kim Luytes (who designed the fitness center) if she will research where we can get them and how much they cost. Nancy Heck also asked if we could exchange one of the treadmills for an elliptical machine. Jennifer will ask Kim if this is possible.

Committee Reports

Landscape Committee

- Nancy Heck reported that the Landscape Committee met with Sammy from Arizun Landscaping and submitted owners' comments on the desertscape created at the 451 Building. She also presented pictures and suggestions on how to improve the design. Sammy was receptive to the suggestions. The next project will be to do the desertscape around Spas #1 and 2. Nancy asked Sammy to provide a drawing and bid for those areas so we can have them for the next Board meeting, and that it be posted on the website for homeowners' comments and suggestions. The cost for the new landscaping to date is: \$5,000 for the 451 Building, and \$1,600 for the West Pool. Nancy also asked about a landscape design plan and bid that was done several years ago and submitted to the Board by Paul Ortega. She asked Jennifer if the Landscape Committee could get a copy of it. Jennifer said she would look for it.
- Jim Grosse asked Jennifer about the bid from Sammy to trim the silver oak and bottle brush trees. The subject was tabled until next month's meeting.

Architectural Committee

There was a discussion about getting new carpeting and paint for the Clubhouse. However, it was noted that a greater priority might be fixing the wood rot around the window sills. We have \$16,000 set aside for Clubhouse improvements. Jim Grosse asked Jennifer to get bids.

Pool Committee

- The bid for the patio chairs around the tables (should be four chairs to a table) was approved.
- Cleaning of the pool areas is included in the landscaping contractor's contract. Jennifer will remind Sammy to clean pool areas and put liners in trash cans. Sammy is also responsible for cleaning the carport areas.
- The lower of the two bids received for replacing the handrail at the deep end of the South Pool was approved.
- Jim Grosse expressed concern regarding excessive service requests from our pool maintenance contractor. Jennifer stated that most were emergency calls from homeowners (i.e. pump is making noise or pool is not heating). Between the pools and spas, we have somewhere around 30 pumps to maintain.

Security Committee

No report

Lease Committee

The Lease Committee currently consists of Gerry Donnelly, Sebenia Milbacher, and Larry Fine, with Board member Bill Ehrlich assisting. Bill reports that he has been in touch by email with Bob Fey, who is recuperating from cancer surgery. Fey said he is about to present a new lease-extension offer to Freeman from the ACDA (Indians). Our next move must wait until Freeman responds to this offer.

Correspondence

No action required.

Meeting adjourned, followed by Executive Session.

Next Meeting: November 18, 2011 at 8 AM