

**Fountain Park Homeowners Association**  
**Board Meeting Minutes**  
**Wednesday, May 12, 2021 at 6:30 p.m.**  
Zoom Virtual Meeting

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***Present:***

**Board:**

**X Alicia Navia**, President  
**X Mina Reeder**, Vice President  
**X Melissa Mora-Lovelady**, Secretary  
**X Ann Ochse**, Treasurer  
**A John Steffens**, Member at Large

**Staff:**

**X Donna Wood**, Managing Associate

**Independent Contractor**

**X Joan Groom**, Meeting Minutes

**OWNERS:**

**Sorraiyya Beheshti**  
**Dario Navia**  
**Judi Dalton**  
**Phillip R**  
**Kara Scott**

**Sandra Beatty**  
**Claire Callahan**  
**Mahdi Asgari**  
**Karen Plemons**  
**Carol Decker**

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**I. Call to Order**

A quorum being established with 4 members present, the meeting was called to order at 6:39 p.m. by President Alicia Navia.

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**II. Approval of Minutes**

**A motion was made and seconded (Navia/Reeder) to approve the April 14, 2021 Board Meeting minutes as amended. Motion passed unanimously.**

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**III. Financial Report** (*Ann Ochse*)

As of April 30, 2021, FPHOA had \$75,005.03 in the operating account and \$105,008.65 in the reserve account, for a total of \$180,013.68.

Income for the month was over budget by \$198.30, due to a small increase in dues and interest as well as transfer fees. However, there is still a shortfall of income for the calendar year of \$139.44.

Administrative expenses were under budget by \$630 for the month and under budget for the year by \$1,782.88.

The Fountain Repair cost was allocated to maintenance, but total maintenance expense is under budget for the year by \$7,116.48. It is difficult to review budget variances on a monthly basis under maintenance because the budget allocations are not consistently applied. It should be noted that Landscape Improvements are over budget with only \$45 left for the next 8 months. We might want to allocate landscaping from this month to the Reserve Account.

Utility expense was again over budget by \$326.22 due to an increase in water/sewer because of rodent damage and an increase in gas because the pool was opened.

Total expenses year-to-date are \$8,995.45 under budget. FPHOA operating net income, that is income after expenses, for the month is \$4,249.02 and for the year the net income is \$8,856.01.

\$3,400.00 was transferred to the reserve account which also earned interest income of \$12.65. The cost of replacement pool furniture was taken from the Reserve Account in the amount of \$1,406.58

A request was made with board approval to transfer \$655 from (line item 6000) April landscaping to (line item 7475) Landscape Improvements in the Reserve Account.

#### **IV. Reports**

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##### **A. Landscaping (*Alicia Navia*)**

- Routine weeding, cleanup and tree pruning are ongoing.
- Several trees were identified as needing pruning; a few small and struggling trees may need to be eliminated.
- Lawn in the pool area is fertilized.
- Pest Control monitored ground squirrel activity this week with additional visit.
- Experienced high water bill due to irrigation leaks and malfunctions, which have been repaired. However, water use is higher because of the lack of rain.
- Another leak was discovered today due to rodents eating through the line; it was repaired.
- New irrigation timer will be installed next week.
- The irrigation zone north of the pool isn't working and will require digging to find a reason.
- The gate belonging to the county at the end of FP Drive no longer has a lock, but the gate is to remain closed with a chain around it. We can't replace the lock because the gate does not belong to FP. Both washes that run through FP have been mowed so maybe the city cut the lock to gain access.

##### **B. Pool (*Alicia Navia*)**

- Pool has been open for a month and is being regularly used. New lounge chairs came with 2 small tables; John assembled and set up. One table is in the open restroom, the other in storage.
- Pool water is being tested daily, all chemicals are balanced and water is clear.
- Heater has been turned off as water is maintaining daytime temperatures. So we should see a drop in gas bills.
- Homeowner is concerned of slippery conditions when wet of walk from the pool gate to the parking lot, which is on an incline. Donna will research appropriate paint to provide traction.
- Light on the pole near the pool gate isn't working. Electrician is coming on the 5/21 to check.

##### **C. Security (*John Steffens*)**

- No significant activity.

##### **D. Hospitality (*Kara Scott*)**

- We are all caught up.

##### **E. ACC (*Mina Reeder*)**

- Lot 69 – request to install awnings on front and side windows; changed to awnings only on 2 east facing windows. Owner agreed to paint the awning a color close to a house color.

**A motion was made and seconded (Reeder/Lovelady) to approve Lot 69 awnings on the two east facing windows. After discussion by the Board, motion was open to the floor. Motion was passed.**

Dario objected to the Board mentioning color in the motion, which proved to be a moot point in this case as color selected is not objectionable.

- Lot 95 – replace cement walkway with pavers the color of regular cement.

**A motion was made and seconded (Reeder/Navia) to approve the walkway for Lot 95. After discussion by the Board, motion was open to the floor. Motion passed.**

***F. Newsletter (S. Beheshti)***

- Reports for the April *Splash* edition are due to Sorraiyya by 4 PM Sunday, May 16<sup>th</sup>. Please send in a timely manner.

***G. Compliance (M. Lovelady)***

- No report.

***H. Recreational Committee (A. Navia)***

- Committee: Dario Navia, Melissa Lovelady, Claire Callahan, Carol Decker, Karen Plemons
  - Slides were shown of the proposed layout for the recreation area. Alicia explained the slides.
  - Phillip requested the basketball hoop be at the north end rather than the south end. There were also discussions regarding plans for fencing and the “lawn” area by the pool.
  - Committee will research the cost, which will come from the Reserve Account.

***I. Street Reconstruction (A. Ochse)***

The Street Reconstruction Committee did not formally meet during the month of April. However, we did monitor the budget process for the city of Tucson and reviewed allocation of funding for street reconstruction.

Our Ward 2 Council Member is Paul Cunningham. It would be helpful if residents of Fountain Park would contact Mr. Cunningham and voice our need for street reconstruction. Street Reconstruction would benefit us, not only by making our streets more drivable, but also in terms of raising property values. The city’s public hearing on the budget is June 8<sup>th</sup> and will be online.

Contact information for Paul Cunningham:  
Phone: 520-791-4687 and leave a message  
Email: Paul.Cunningham @ tucsonaz.gov  
Snail mail: 7575 E. Speedway, Tucson 85710

***J. Governing Docs Revision (J. Dalton)***

- Committee met with attorney Kaycee Wamsley and discussed areas of concern. She has made recommendations. We want to be compliant with state laws and best practices. She will prepare final documents. CC&Rs take precedence over the ByLaws.

- Owners will need to vote on changes, so there will be town hall meetings to educate the community on those changes to the documents.

### **K. Management (*D. Wood*)**

There were no new homeowners during this cycle.

### **April 2021 Financials**

Operating Account	\$ 75,003.43
<u>Reserve Account</u>	<u>\$105,008.85</u>
<b>Total Assets</b>	<b>\$180,013.68</b>

#### **Expenses:**

**Administrative: over budget by \$630.** There are several items we did not have expenditures for this month.

**Maintenance: Under budget by \$3,766** The fountain repair and fountain service were over budget, but all other expenditures in Maintenance were under budget.

**Utilities: Just over budget by \$326.** The two over budget were gas by \$97 and water by \$345.

**Total Operating Expenses YTD were under budget by \$8,995.45.**

**Reserve Contribution: \$3,400.**

**Reserve Account Expenses:** \$1,406.58 was spent for pool chaise lounges.

### **Board Boot Camp Part I was held on May 6 and covered the following topics:**

- What are some of the basic board member responsibilities/duties
- Different types of meetings and the legal requirements to hold a meeting
- The importance of knowing who you work for as a board member
- Healthy deliberations and best practices for board meetings
- The legal standard describing how a board member is to discharge their duty pursuant to Arizona law
- How a board member can be protected while serving on a board
- Avoiding conflicts of interest, and
- Properly acting within the scope of authority

**We hope several board members can join on May 13th from 11:30 – 1:00 pm Here is what is covered.**

### **The BOD Basics Part II includes:**

- Applicable community association laws
- Hierarchy of governing documents (different types and order of priority.
- Interpreting governing document provisions
- Specific examples of verbiage regarding use restrictions or assessment obligations
- Safe harbor for board members

Hopefully this is valuable information for new board members, and a great reminder for those that have served for some time.

### **Governing Documents Revision**

Judi Dalton is chair of this committee and will be reporting updates.

We had our first meeting with Kaycee on Monday, April 26<sup>th</sup>. We expect to get updates from her on the By-Laws by Monday May 10<sup>th</sup>. We have a committee Zoom meeting scheduled for Friday, May 14<sup>th</sup> at 10 a.m.

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**V. New Business**

None

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**VI. Owner Comments**

None

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**VII. Next Meeting**

June 9th at 6:30 PM via Zoom.

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**VIII. Adjournment**

- **There being no further items of business, the meeting adjourned at 8:16 p.m.**

	<b>Term Ends</b>	<b>Phone</b>	<b>Cell</b>	<b>Email</b>
<b>Alicia Navia</b> , President	2022		614-507-4067	Ainavs319@gmail.com
<b>Mina Reeder</b> , Vice President	2022		520-979-1267	Minareeder1896@comcast.net
<b>Ann Ochse</b> , Treasurer	2023		520-678-1382	annochse@msn.com
<b>Melissa Mora-Lovelady</b> , Secretary	2023		520-250-6520	mluvlady@gmail.com
<b>John Steffens</b> - Director	2023		808-230-1294	abramsm@gmail.com
<b>Donna Wood</b> , CMCA, AMS		298-2146		donna@pinehurstproperties.net