
Fountain Park Property Owners Association
Meeting Minutes
Wednesday, June 14, 2017 at 6:30 p.m.

Present:

Board:

<u>X</u>	Jeff Brown , President
<u>X</u>	Paul Earls , Vice President
<u>X</u>	Kate Avery , Treasurer
<u>X</u>	Barbara Lehmann , Secretary
<u>X</u>	Beau Alexander , Member at Large

Staff:

<u>X</u>	Donna Wood , Pinehurst Properties
<u>X</u>	Trudy Rahn , Pinehurst Properties
<u>X</u>	Donna Rainville , Meeting Minutes

Residents:

<u>X</u>	Dianna Alexander , Lot 34
<u>X</u>	Diann Brown , Lot 10
<u>X</u>	Darlene Earls , Lot 59
<u>X</u>	Debbie Espiriti , Lot 93
<u>X</u>	Ric Espiriti , Lot 93
<u>X</u>	Kay LaPlante , Lot 13

<u>X</u>	Mildred Malveaux , Lot 82
<u>X</u>	Ronald Malveaux , Lot 82
<u>X</u>	Karen Plemon , Lot 78
<u>X</u>	Melissa Mora Roveledy , Lot 176
<u>X</u>	Judy Valerio , Lot 9

Quorum was established and the meeting was called to order at 6:30 p.m.

I. Homeowner Feedback

- An owner inquired regarding the rules for large equipment parked in street. The Board noted no commercial vehicles are allowed to be parked in the community.
- It was noted that a tree on Ranch Drive is in a private back yard but is hanging over the street below the eight feet limit. Donna Wood requested that the address of the tree owner be forwarded so the owner can be notified.
- The big tree at end of Fountain Park Drive in the southwest corner needs trimming.

II. Minutes Review (Barbara Lehmann)

- **A motion was made and seconded (Alexander/Avery) to adopt Barbara Lehmann's notes into the record as the official April 12, 2017 Board Meeting Minutes with the following changes:**
 - On Page 2, Section VI, Committees, Architectural: Replace "Neighbor at 2001 N. Evelyn" with "Lot 38".
 - On Page 2 Section VI, Committees, Pool: Insert "April 25, 2017" date.
- **Motion passes unanimously.**
- **A motion was made and seconded (Avery /Lehmann) to approve the May 10, 2017 Meeting Minutes with the following changes:**
 - On Page 3, Section VII, Old Business, Note: Replace with "Kate Avery agreed to research if the Lot 169 wall damage can be claimed against the Association insurance and what that process would entail and report back to the Board."
- **Motion passes unanimously.**

III. Treasurer's Report (Kate Avery)

- Kate Avery reviewed the May Financial Report as follows:
 - Operating Account is \$35,216
 - Reserve account is \$156,496
 - \$40,294 in the Money Market Account.
 - Total Assets are \$191,713
 - \$11,578 Income, \$13,404 Operating Expenses for a \$1,826 Net Loss.

Variances

- Over-budget for May: Landscaping by \$1,259 (April & May service), Management by \$1,848 (*Pinehurst* start up fees and *HOA Management Solution* fees), Newsletter by \$210, Gas by \$158.
- Under-budget: Repairs and Maintenance by \$1,256, Income by \$342, Water & Sewer by \$225 and Electricity by \$69.
- \$3,638 was transferred from Operating account to the Reserve account as prescribed.
- **A motion was made and seconded (Alexander/Lehmann) to approve the Financial Report as presented. Motion passes.**

IV. President's Report (Jeff Brown)

- Jeff Brown reported that he had the business cards of their councilperson staff Janessa and that he was invited to a meeting for HOA Presidents with the Councilman Paul Cunningham.
- Jeff noted he plans to bring a map to the meeting in order to show the condition of the wash and streets that need paving in Fountain Park; and reminded members that he spoke with the President of Wrightstown Ranch HOA, last year to discuss the dumping issue to no avail.
- Homeowners were warned to be careful in the park or on the trails since a tree fell in park on Saturday. Branches and debris can obstruct the path or the area in general.

V. Committee Reports

Architecture Control Committee (Kate Avery)

- Kate reported that the Committee recommended some changes to improve the ACC process and the submittal form was updated.
- This item was tabled and Kate agreed to resend the docs to the Board for review and to continue discussion at the next meeting.

Compliance Committee (Barbara Lemann)

- An owner noted her concerned on how close the neighbors drip system was to her home, inquiring if there are any restrictions. This a neighbor to neighbor issue not an Association issue.

Hospitality Committee (Barbara Lemann)

- Barbara Lehmann reported that the Committee planned to hold a July 4th Parade at 8:00 a.m. (Please meet at 7:45 a.m.) and host outdoor festivities until noon. Look for details in the newsletter.
- Barbara noted that volunteers were needed and anyone wanting to help out should contact her.

Landscaping Committee (Beau Alexander)

- Beau Alexander reported three incidents of trash dumped in the parking lot.

- The Committee is in the process of refurbishing the park area. There will be new plants as well as five new trees on the west side of the pool. Old stumps will be ground and it will take a couple months to complete.
- Beau noted the pool pump and polyvinyl pipes were discovered with holes and the electrical cable had been chewed and damaged by packrats. In addition, the irrigation timer control was without batteries.
- The Wrightstown easement area has been cleaned up by the *Groundskeeper*.

Newsletter Committee (Beau Alexander)

- Beau noted that the upcoming edition of the newsletter would be the last newsletter mailed. The goal is to streamline distribution of the newsletter and eliminate outsourcing costs of printing and mailing (saving nearly \$2,000 per year). The newsletter will be available at the pool and will be emailed directly to the residents. Newsletters can be mailed upon request.
- Discussion ensued if members would be satisfied not receiving the newsletter by mail.

Pool Committee (Jeff Brown)

- Jeff reported the pool ladder is still loose, with a rung missing, may have to be replaced if it cannot be repaired.
- Beau installed a security device on the back gate at the pool so the pool area is now secured. Thank you, Beau.
- *Classic Pools* is currently servicing the pool more often due to the recent algae bloom. *ProCare* is scheduled for once a week pool cleaning. Jeff noted concern that given the usage of the pool facilities, once a week might be inadequate.
- A homeowner inquired if there was any budget for lawn chairs. There was \$1,600 spent on pool furniture last year. Jeff agreed to check if there were any reserve funds available for pool furniture.
- There continues to be a problem with dogs and glass bottles at pool area and Jeff requested Beau include a reminder in the next edition of the Splash.
- It was noted that a pool party is scheduled for Sunday, June 18, 2017.

Security Committee (Paul Earls)

- Three proposals for updating camera system at the pool are in progress.
- For cost containment, the Association will continue to work with the current magnetic card readers from *F&N Security*. Any unidentified cards have been deactivated. *Pinehurst* will keep a minimum of 20 activated cards which can be assigned to owners as needed.

Website Committee (Beau Alexander)

- Beau reported that the webmaster, Donna Rainville, had distributed screen shots of the new website that will be up and running shortly.

VI. Property Manager's Report (Donna Wood)

New Owners

- Donna W. reported Lots 30 and 152 remain for sale and the following properties have closed escrow and welcome letters were sent to all:
 - **Lot 169:** Khosow & Janis Shiva (Escrow date unknown)
 - **Lot 180:** Robert Stupak & Emilia Fuls (04/21/2017)
 - **Lot 149:** David & Sarah Franklin (04/07/2017)
 - **Lot 33:** Marilyn Smith (6/14/2017)
 - **Lot 141:** Sean Addiamo (6/8/17)

Board Books

- *Pinehurst* provided Board books for each Board member that includes an Overview sheet of useful information on our contract and contact information. An updated Articles of Incorporation document was also inserted in all Board books.

Insurance Claim

- A claim was submitted to *State Farm Insurance* for rebuilding the section of perimeter wall by Lot 169 at a cost of \$2,553. Fountain Park is expected to receive full reimbursement for the claim.

Communication

- *Pinehurst Properties* will send community email alerts on various issues as needed.

Entrance Signage

- Donna W. indicated she is researching updates for "Fountain Park" signage at both entrances to maintain the curb appeal of Fountain Park, particularly with a new community nearby and will have more information at the July Board meeting.

Rules & Regulations

- An updated set of Rules & Regulations will be available to review before the next meeting that includes the inspection process, formal notification process and other statutory requirements.

VII. Old Business

Pool Ramada Roof

- Five proposals were solicited to repair the pool ramada roof by licensed and insured roofers:
 - **AZ. Roofing Solutions: \$1,943** submitted a report with photos regarding the condition of the roof. Company requires 60% deposit and balance within 4 days of completion and carries a five year warranty on parts & labor:
 - Power wash, clean and scrape surface of any debris or peeling coating.
 - Apply tilex to seal along perimeter and all pipes or penetration points
 - Apply Elastomeric base coat and premium white elastomeric top coat.
 - Clean the site from all debris which will be hauled to landfill.
 - **Diamondback Roofing: \$900** offers a three year limited workmanship warranty, 1 owner transferable:
 - Power wash roof
 - Seal all cracks, open seams, penetration points and the eaves drip edge
 - Apply 2 coats of white elastomeric roof coating
 - Clean and haul away all roof debris
 - **Roof Coating Specialists: \$1,800** specified a scope of work is to include 1,180 sq. ft. with a five year warranty:
 - Clean with power washer, scrape and cut bubbles out as needed.
 - Wrap and seal the base area of all protrusions.
 - Install a 25 Year Poly Membrane Cold Roof Layover Maintenance System by encapsulating a poly membrane between two layers of a highly resinous sealant.
 - Replace electrical conduit 2"x4" blocks with pressure treated lumber.
 - Apply a highly reflective white elastomeric coating to the entire area
 - **Royal Roofing: \$1,840** repairs to pool ramada and bathroom roof with a two year leakage guarantee includes labor and materials:
 - Protect landscaping, work area, and access to roof where necessary;
 - Remove and replace rotted plywood near men's bathroom, sealing to existing roof;
 - Inspect and reseal pipes, vents, flashing and any penetration points

- Wash and broom sweep surface of roof until smooth, clean, and dry;
- Apply two coats APOC 248 Arizona white high performance elastomeric roof coat
- Removing any roofing debris when complete.
- **Tovar Roofing: \$5,800** repair with self-adhered roofing of approx. 1,500 sq. ft. including parapet walls and provide a three year workmanship warranty:
 - Place tarps on grounds; remove existing flat roofing material down to deck.
 - Install self-adhered base sheet, install perimeter 3x3 galvanized drip edge and self-adhered granular cap sheet. (Colors: White, Tan, Buff)
 - Clean-up and properly dispose of all roofing related debris
 - Additional costs to replace any rotted decking/ lumber
 - \$45.00 per plywood sheet, \$4.50 per linear foot for lumber
- **A motion was made and seconded (Brown/Alexander) to approve the Roofing Coating Specialists bid for \$1,800 with the caveat that they also replace the rotted plywood near the men's bathroom. Motion passes unanimously.**
- Donna W. agreed to schedule the roof repair and coating as soon as possible to avoid monsoon rains.

Fountain Electrical

- *ZIMCO's* \$6,000 bid was approved at the last meeting to repair the fountain. Beau was able to repair the problem for \$771 with the help of *Shaffer Electric*, noting some previous work may not have been up to code.

Tennis Court

- *Pinehurst* plans to schedule a meeting with Kevin McCue of *Southwest Sport Court Surfaces* and the "Post Tension Foundation" guru, Dave Weaver of *Weaver Concrete* from Mesa. *Pinehurst* will coordinate the meeting with Board members.

VIII. New Business

HOA Payment Process

- Donna W. noted *Pinehurst Properties* will send a community email to owners as well as enclose a note in the dues statements regarding payment options. Several owners have signed up for ACH payments.

Beam Replacement

- Two proposals were solicited for beam replacements by licensed contractors. Contractors were informed about the layout of the beam and the difficulty in placement prior to submitting proposals.
 - **Express Painting & Construction : \$1,500** to replace the 15'x4"x10" & 15'x2"x8" beams
 - **LJM Building :\$1,230:** for \$850 beam and Aluminum Fascia \$380
- **A motion was made and seconded (Alexander/Brown) to approve the Express Painting bid to replace the beam for \$1,500. Motion passes.**

Parking Lot

- Donna W. reported that *Pinehurst* solicited three asphalt proposals for the repairs and maintenance to the parking lot.
 - **Sunrise Asphalt- \$6,544:** Scrape excess oil stains & apply primer coat, repair potholes, apply of 2 coats of MasterSeal Fortified Sealer, repaint and re-stripe.
 - **Tucson Asphalt-\$4,609:** Remove and replace approximately 26 SF with Asphalt paving of 3.5" thickness, crack seal, seal coat & re-striping with 2 coats of with highest quality Master seal MTR .44

- **Sunland Asphalt-\$2,992:** Clean surface, apply 2 coats of MasterSeal MTR Rubberized Sealer. restripe parking lot to existing layout. (Does not include any type of patching pothole or doing a remove and replace
- Donna W. suggested tabling the repair and soliciting bids for landscaping and tennis court repair and to consider completing these prior to the asphalt repair which could potentially sustain damage from landscaping and/or tennis court construction and the Board agreed.

Pool Service

- **A motion was made and seconded (Brown/Avery) to have pool serviced five days per week for a month at \$700/month and reassess the pool stability at the end of June. Motion passes unanimously.**
- Donna W. agreed contact the pool vendor to schedule the additional services.

IX. Future Meetings

- Board Meetings are held on the second Wednesday of every month at the *Eastside City Hall* located at 7575 E. Speedway Blvd. The next meeting will be:
 - **July 12, 2017 at 6:30 p.m.**
 - August 9, 2017 at 6:30 p.m.
 - September 13, 2017 at 6:30 p.m.
 - October 11, 2017 at 6:30 p.m.
 - November 15, 2017 at 6:30 p.m.
 - December 13, 2017 at 6:30 p.m.

X. Adjournment

- **There being no further items of business, the board adjourned the meeting at 8:00 p.m.**

Board Members

Name	Term Ends	Phone	Email
Jeff Brown, President		751-9704	jlb_designs@att.net
Paul Earls, Vice President		885-3086	darandpaul@aol.com
Kate Avery, Treasurer		296-2436	kateavery@comcast.net
Barbara Lehmann, Secretary		237-2140	bhlehmannaz@cs.com
Beau Alexander, Member at Large		885-1711	bjalexander2@centrylink.net
Donna Wood, Management Agent		298-2146	Donna@pinehurstproperties.net