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**Fountain Park Property Owners Association**  
**Meeting Minutes**  
**Wednesday, July 12, 2017 at 6:30 p.m.**

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**Present:**

**Board:**

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

**Staff:**

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

**Residents:**

<u>X</u>	<b>Dianna Alexander</b> , Lot 34
<u>X</u>	<b>Mary Cinquemani</b> , Lot 96

<u>X</u>	<b>Darlene Earls</b> , Lot 59
<u>X</u>	<b>Patty Popp</b> , Lot 104

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

**I. Homeowner Feedback**

- A homeowner inquired about controlling the ants in the park area. Beau indicated that as the Board Liaison to the Landscaping Committee, he would be addressing this issue shortly.

**II. Minutes Review** (Barbara Lehmann)

- **A motion was made and seconded (Avery/Brown) to approve the June 14, 2017 Board Meeting Minutes with the following change:**
  - On Page Two, Section IV. President's Report, Second bullet: Change "met" to "spoke."
- **Motion passes unanimously.**

**III. Treasurer's Report** (Kate Avery)

- Kate Avery reviewed the June Financial Report as follows:
  - Operating Account is \$31,055
  - Reserve account is \$153,937
  - Total Assets are \$184,992
  - \$10,987 Income, \$16,724 Operating Expenses for a \$5,737 Net Loss.
- Operating Account funds of \$3,638 were transferred into the Reserve Account as prescribed monthly.
- Over-budget on gas and water, although utilities are under-budget for the year. Landscaping was over-budget due to improvements, irrigation repair and tree work. Management Fees, Postage and Copies were over-budget as anticipated in order to produce coupon books and the lot files for new clients.
- Donna Wood noted that the monthly budget for the fountain maintenance is \$149, but the actual cost is \$250 per month.
- Kate noted that pro-rated HOA dues were not returned to owners who sold their properties mid-year as is required by law. The Association will attempt to locate the previous owners owed a refund for a cumulative total of about \$500.

- If unable to locate them, the funds are paid to a state fund established for that purpose. Please contact *Pinehurst* if anyone is aware of the address of the following previous owners:
  - Robin Coats
  - Robin & Jerry Finney
  - James & Tammy Olson
  - Wendy Reed
  - David Royden
  - Marysue Smith
  - Michael Stone
- **A motion was made and seconded (Brown/Earls) to approve the Financial Report as presented. Motion passes.**

#### **IV. President's Report** (Jeff Brown)

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- Jeff Brown reported meeting with the City to discuss clean-up of streets and cleaning up the wash between Sierra Linda and Fountain Park past the Ricardo Small Wash. Jeff encouraged other owners to contact the City regarding these issues to highlight the need for resolution.
- Have been getting the wash cleaned up by Cunningham's office. Wrightstown Ranch and Fountain Park area southwest of fence remain to be cleaned

#### **V. Committee Reports**

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##### **Architecture Control Committee** (Kate Avery)

- Kate reported there were no ACC submissions this month.

##### **Compliance Committee** (Barbara Lehmann)

- *Pinehurst* has started inspections but cannot complete the process until the Rules and Regulations have been finalized and approved by the Board.

##### **Hospitality Committee** (Barbara Lehmann)

- Barbara reported the Fourth of July parade was well received and popular. The Committee would like to repeat it again next year. Ramada was repaired and grass looked lovely.
- Barbara suggested the Association create a free library in the future as a feature to bring the community together. Barbara agreed to bring more information about the free library to the next meeting for discussion.

##### **Landscaping Committee** (Beau Alexander)

- Beau Alexander reported Groundskeeper will now have a four section map to clearly identify and mark projects that have been addressed. Hopefully, this new process will improve communication between the Association and Francisco, the landscape supervisor.
- Trimming of the two live oak trees was completed but the rosemary trimming was badly butchered, and it is unclear if the shrubs will survive. A survey of the park is being considered. Trees and vegetation outside the fence need to be trimmed and cleaned out and the responsible parties need to be determined.
- Packrats wire damage east of pool house was repaired but the packrats haven't been eradicated.
- Jeff suggested doggie bags be placed at west end of park to encourage pet owners to clean up after their dog. A homeowners suggested a camera system to capture two of the offenders are.

**Newsletter Committee** (Beau Alexander)

- Beau reminded owners that hard copies of the newsletter would be available at the pool house, but that future editions would be emailed to minimize the cost of production and mailing.
- The July issue of the Splash was sent out by email and hard copies were placed at the ramada in a receptacle for those owners not receiving email.

**Pool Committee** (Jeff Brown)

- Jeff reported that the pool service is now back to three times weekly and seems to be in better balance.
- In response to a homeowner question last month, Jeff noted the Reserve Study recommended that \$70,300 be spent for park improvements including park benches, basketball court and updating fitness areas in the park, so some money may be available for additional pool furniture.
- Donna W. suggested the Association plan to purchase additional pool furniture next spring so it can fall in next year's budget.
- *Pinehurst*' Donna W. also suggested that the pool be cleaned and sealed, including the tiles before the pool opens next year. Jeff reported the deck was done last year.

**Security Committee** (Paul Earls)

- Paul reported he visited with three vendors regarding cameras and recommended Integra Systems, who are not the cheapest but their proposal was more detailed and there are no monthly maintenance charges.
- **A motion was made and seconded (Earls/Avery) to approve the *Integra Custom System* bid for \$6,105. Motion passes.**
- The Board agreed to proceed with the camera system after the roof is done and Paul agreed to inquire about a wireless camera for the dog violations.

**Website Committee** (Beau Alexander)

- Beau reported Association website is now live. Visit the site [www.fountainparkhoa.org](http://www.fountainparkhoa.org)

**VI. Property Manager's Report** (Donna Wood)

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**New Owners**

- Donna W. reported Lot 152 remains for sale and Lot 30 closed escrow with new owners Michael Garcia and Sherry Mann.

**Lighting**

- Jason Jones rewired the lights so the street lights at the pool and parking lot are now working.

**Pest Management**

- *Pinehurst* is meeting with *Horn Pest Management* to discuss environmentally safe ways to eradicate the squirrels and gophers at the park with the Cheetah Rodent Control Machine.

**Painting**

- *Dunn Edwards* is writing specifications for painting the ramada. This is a free service for HOAs. A job walk has been scheduled for Wednesday, July 19, 2017. Donna W. agreed to forward the job specification to the Board.

### **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. Issue tabled for 2018 budget.

## **VII. Old Business**

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### **Tennis Court**

- *Pinehurst* met with Kevin McCue of *Southwest Sport Court Surfaces* and Amy Hankins of *Elite Sport Builders* and await proposals. *Westpoint Contractors* will also be sending a representative.

### **ACC Process**

- System the same but the form is new. Minor differences include
  - Process flows from Pinehurst to the Committee to the Board
  - Automatic approval if process takes more than 45 days following a board meeting
  - Work must be completed in one year or the process starts over
  - No approval required for replacing windows with the same frame finish
  - No neighbor signatures needed to submit an ACC form
- **A motion was made and seconded (Avery/Brown ) to adopt the revised ACC Process as presented. Motion passes with one opposed.**

### **Parking Lot**

- Donna W. reported that *Pinehurst* solicited three asphalt proposals for the repairs and maintenance to the parking lot which is on hold until the ramada repairs and multi-purpose courts are completed.
  - ***Sunrise Asphalt-* \$6,544**
  - ***Tucson Asphalt-* \$4,609**
  - ***Sunland Asphalt-* \$2,992**

### **Pool Ramada Roof**

- *Roof Coating Specialist* have been contracted to repair and recoat the roof. The down payment has been paid and the vendor is scheduling the project.

## **VIII. New Business**

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### **Rules & Regulations**

- An updated set of Rules & Regulations was distributed for review that includes the inspection process, formal notification process and other statutory requirements as well as to clarify language in the document.
- Kate suggested a special meeting be scheduled to discuss and finalize the Rules & Regulations before the next Board meeting. Donna W. offered the Pinehurst conference room. Barbara agreed to schedule in the next couple weeks.
- Discussion ensued on the outdoor lights, and whether the homeowner or the Association should be responsible to replace lights. This is contradictory in existing documents.

### **Ramada Refurbishing**

- Roof beams have been replaced by Express Painting and look very nice.
- Painters will be adding a wider safety strip to mark the level change at the ramada after the floor is resurfaced.

## **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:
  - **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, a motion was made and seconded (Brown/Avery) to adjourn the meeting at 7:51 p.m.**

## **Board Members**

<b>Name</b>	<b>Term Ends</b>	<b>Phone</b>	<b>Email</b>
Jeff Brown, President	2018	751-9704	<a href="mailto:jl_b_designs@att.net">jl_b_designs@att.net</a>
Paul Earls, Vice President	2019	885-3086	<a href="mailto:darandpaul@aol.com">darandpaul@aol.com</a>
Kate Avery, Treasurer	2019	612-5707	<a href="mailto:kateavery@comcast.net">kateavery@comcast.net</a>
Barbara Lehmann, Secretary	2019	237-2140	<a href="mailto:bhlehmannaz@cs.com">bhlehmannaz@cs.com</a>
Beau Alexander, Member at Large	2018	885-1711	<a href="mailto:bjalexander2@centurylink.net">bjalexander2@centurylink.net</a>
Donna Wood, Management Agent		298-2146	<a href="mailto:Donna@pinehurstproperties.net">Donna@pinehurstproperties.net</a>