

**Fountain Park Homeowners Association**  
**Board Meeting Minutes**  
**Thursday, June 15, 2022 at 6:30 p.m.**  
Zoom Virtual Meeting

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***Present:***

**BOARD:**

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

**Staff:**

- X Christy Johnson**, Manager Associate

**Independent Contractor**

- X Joan Groom**, Meeting Minutes

**OWNERS:**

**Judi Dalton**  
**Kara Scott**  
**Carol Decker**

**Sorraiyya Beheshti**  
**Dario Navia**  
**Michael Marshall**

**I. Call to Order**

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A quorum being established, the meeting was called to order at 6:33 p.m. by President Alicia Navia.

**II. Approval of Minutes**

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**The May 18, 2022 Board Meeting minutes were approved as presented.**

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

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May 2022 Financials

According to bank statements, Fountain Park Homeowners' Association had \$93,356.63 in the operating account and \$134,662.35 in the reserve account, for a total of \$228,018.98. This is a decrease of \$6,386.06 from April funds.

- Income was slightly over budget projections due to title transfer fee income in the amount of \$200.
- Administrative expenses were under budget for the month by \$860.97. This was primarily due to a decrease in legal fees and postage.
- Total maintenance expense was over budget for the month by \$9,451.66 due to the annual payment to Horn Pest Control. We also expended \$937.50 for tree trimming. Overall, we remain \$8,871.95 under yearly budget projections in maintenance at the end of May 2022.
- Utility expense was under budget for the month by \$786.78 due to payment of electricity in April for both the months of April and May by the management company.

According to the bank statement, the amount paid out as expenses, less reserve transfers, for May was \$16,240.15. Our operating net income according to the bank statement, which is income minus expenses, for the month of May is (\$4,028.06), resulting in a net loss. This loss is primarily due to the annual payment to Horn Pest Control, which is a once-a-year payment.

The reserve bank account has an ending balance of \$134,662.35. Both April and May transfers were actually made in May, according to the bank statements. Interest income from the reserve account was \$17.00. A check was made to Facelift painting out of the reserve in the amount of \$2,375.

At the May Board meeting, the board unanimously approved a motion to transfer funds into the reserve account on the 20<sup>th</sup> of each month. This is an automatic bank transfer done by the management company. According to both operating and reserve bank statements, the transfer was not made until May 31. Pinehurst bookkeeping was reminded of our request and has agreed to make sure the transfer goes into Reserve on the 20<sup>th</sup> of the month from now on.

In March during executive session, a board member suggested writing off amounts under \$1 in order to make account keeping simpler. When Pinehurst did not write off these amounts, the board made a motion to write off amounts under \$1 from that point forward in April during executive session. So far, Pinehurst bookkeeping has not complied with this request, and the amounts under \$1 are still showing up on the aging summary.

#### **IV. Reports**

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##### **A. Landscaping (*Alicia Navia for Claire Callahan*)**

- Crew has kept the park and west entrance islands looking good. Over the past 2 weeks, the crew has pruned back shrubs from the wall along Wrightstown Road and along the wrought iron pool fence in preparation of painting that began today. The pool fencing is scheduled to be painted on Monday, June 20.
- Wolfberry plants have lost leaves but are still alive. The irrigation has been adjusted because they have been receiving too much water.
- Mistletoe was removed from 32 mesquite trees in the park on June 7th.

##### **Pool (*Alicia Navia*)**

- Heater was turned off on June 7 as night time temperatures have been staying around 70 or higher. No issues with the pool.
- The repair done by Garage Floors has still not been attended to although it is under warranty and we have sent emails and voicemails. Ann suggested complaining to the company that manufactures the coating and to lodge a complaint against Garage Floors. Alicia requested Christy forward email with a deadline to respond or we will contact the BBB. Kara pointed out that Garage Floors Coating is a franchise. Ann will draft a complaint for BBB.

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

- No report.

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

- Kara received information of 2 new homeowners and has greeted one.

##### **D. Governing Docs Revision (*Judi Dalton*)**

- CC&Rs Homeowners Approval Update
  - o 121 residents have approved, 14 indicated they would not vote to approve, 43 unknown responses.
  - o Alicia & Melissa have signed the document and the signatures were notarized at the attorney's office. The attorney will deliver it to the Pima

County Recorder's Office for recording. Paper and electronic copies will be kept at Pinehurst Properties office.

E. ACC (*A Ochse, C Callahan*)

- None

F. Newsletter (*Sorraiyya Beheshti*)

- Reports for May *Splash* edition are due to Sorraiyya by 5 PM Sunday, June 19. Please send in a timely manner.

G. Compliance (*M. Lovelady*)

- No report.

H. Recreational Committee (*Alicia Navia*)

- Approval of final payment to Novak Environmental

**A motion was made and seconded (Navia/Ochse) to approve final payment of \$1,026.52 to Novak Environmental. Motion passed.**

- Next steps
  - o Based on the community survey, we had talked about beginning with the ramada and possibly including the paver area with sun canopy in the pool enclosure. Ann thought we could allot \$30,000 to the project now.
  - o Dario will wait until September when it is cooler to begin soliciting bids.

**A motion was made and seconded (Ochse/Navia) to authorize Pinehurst to transfer \$30,000 from operating to reserve account within the next 10 days. Motion passed.**

I. Management Report (*Christy Johnson*)

In Escrow

5/1/2022-5/31/2022

Escrow Date:

New Owner	Unit Address 1	Lot #	Previous Owner	Process Date	Escrow Date
Michael Marshall & Shigeo Yamada	1781 N Ranch Dr	10 7 15	Ramsey Family Trust	5/25/2022	5/12/2022
Ronald Hassig, Jr	9022 E Seneca St	2	BDB Capital LLC	5/10/2022	5/2/2022

**May 2022 Financials**

Operating account: \$ 92,413.67  
 Reserve Account: \$134,374.85  
**Total Assets: \$226,788.52**

**Exceptions to May Financials:  
Expenses**

**Administrative Expenses: Under by \$860.97.** Postage and copies under budget by \$77.72. Legal fees are under \$833.33.

**Maintenance Expenses: Over budget by \$9,451.66** due to the squirrel abatement and tree trimming expenses.

**Utilities: Under budget by \$766.78.** Electricity was under \$608.33 due to 2 bills paid in April due to timing and gas was over \$62.96. Water was under budget by \$179.74.

**Total Operating Expense for May is \$16,468.49 Under budget YTD by \$12,726.34.**

**Reserve Contribution is \$3485.**

**Reserve Expense: \$287.50 for Cascade Electric for deposit on cleaning up electrical boxes in recreational area. \$2,375 was paid to Facelift Painting for deposit for painting the monument walls, perimeter wall along Wrightstown and pool wrought iron.**

**ARC**  
None

**V. Old Business**

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- Perimeter wall & entrance monuments painting progress report
  - Facelift Painting work on wall and monuments began today, 6/15. Pool wrought iron fence will be done on June 20th. The pool will only be closed for one day.
- Ricardo Small Wash easement maintenance responsibility
  - Christy has been unable to get a response.
  - Ann suggested we contact a land attorney for guidance and assistance. Issue tabled until there is new information.

**VI. New Business**

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- July & August Meetings

**A motion was made and seconded (Navia/Lovelady) to cancel July & August meetings. Motion passed.**

- Kara expressed disappointment that nothing will be done regarding the wash until September. During the summer break, Christy will work on finding a land attorney once the CC&R changes have been recorded.

**VII. Owner Comments**

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None

**VIII. Next Meeting**

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September 21, 2022 Meeting at 6:30 p.m. via Zoom

### **VIII. Adjournment**

- **There being no further items of business, the meeting adjourned at 7:25 p.m.**

	<b>Term Ends</b>	<b>Phone</b>	<b>Cell</b>	<b>Email</b>
<b>Alicia Navia</b> , President	2023		614-507-4067	Ainavs319@gmail.com
<b>Clarie Callahan</b> , Vice President	2023			
<b>Ann Ochse</b> , Treasurer	2022		520-678-1382	annochse@msn.com
<b>Melissa Mora-Lovelady</b> , Secretary	2022		520-250-6520	mluvlady@gmail.com
<b>John Steffens</b> - Director	2022		808-230-1294	abramsmp@gmail.com
<b>Christy Johnson</b> , CMCA, AMS		298-2146		<a href="mailto:christy@pinehurstproperties.net">christy@pinehurstproperties.net</a>