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Fountain Park Homeowners Association  
Board of Directors Meeting  
Virtual – Via Zoom  
September 17, 2024

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**Board Members Present:**

Joelle Coffman, President  
Michael Marshall, Vice President  
Joann Duncan, Treasurer  
Andy Scott, Member at Large  
Emilio Lopez, Secretary  
Danielle Hasting, Community Manager, Sienna Community Management

**Owners Present:**

Sorraiyya Beheshti, Neil West  
Kara Scott, Dario Navia-Pohl  
Alicia Navia

**Call to Order:**

The meeting was called to order at 6:33 PM by President Joelle Coffman.

**Meeting Minutes:**

The Board reviewed the minutes from the June 18, 2204 meeting. Joelle Coffman noted a correction needed in the CD maturing in September, not November.

**MOTION was made by Joelle Coffman to approve the June 18, 2024 minutes, correcting the CD maturation date to September from November; seconded by Michael Marshall. Motion carried unanimously.**

**Financial reports:**

Joann Duncan reported on the financials from August 31, 2024. A summary of the balances are included as follows:

- Operating account balance is \$74,487.55
- Reserve account balance is \$139,692.34
- Monthly transfer of \$2,547.47 was made, as budgeted
- Income was \$13,986.75
- Payments was \$14,042.74
- Operating Net Income was over budget by \$55.95.
- Reserve net income was \$3,468.13

Danielle Hasting reported that a correction to the financials has been recommended that will eliminate the suspense balance and equipment balance from the Balance Sheet.

**MOTION was made by Joann Duncan to accept the Journal Entries recommendation; seconded by Joelle Coffman. Motion carried unanimously.**

**Management Report**

Danielle Hasting reported on the open items she has been working on, a summary is included below:

- Contacted HOA Playgrounds, Safe and Sound Playgrounds, Exerplay, and Play Space Designs for quotes to repair the playground equipment based off the Safety Inspection
- Completed compliance inspection on July 18<sup>th</sup> and August 16<sup>th</sup>.
- Solicited proposals from five (5) HOA specialized insurance brokers and assisted Ad-Hoc Committee in obtaining answers to coverage related questions. Prepared Action in Lieu for the Board once a broker was selected.
- Requested exploratory quote for new camera/access control system from ADT
- Attempted to find resolution to the skimmer issue with Economy Pools

- Coordinated removal of the decommissioned electric meter with TEP for the old tennis court
- Prepared half down for Reserve Study and sent over requested historical repair/replacement numbers.
- Obtained copies of new pool permit from Pima County

### **Old Business**

#### **CD Maturing/Investment Ratification**

Joann Duncan reported that the CD matured on September 7, 2024. The Board voted via email to renew the CD for an additional 7 months at Alliance Association Bank at 5.15%. An Action in Lieu was completed and the document is appended as Exhibit A to these minutes.

**MOTION was made by Joann Duncan to ratify the Action In Lieu for the purchase of the CD; seconded by Joelle Coffman. Motion carried unanimously.**

#### **Association Insurance Ratification**

An ad-hoc committee was formed and authorized by the Board to obtain competitive bids and update insurance coverage to match current community requirements. The ad-hoc committee recommended Firebird Insurance to the Board for the upcoming renewal year at a cost of \$5,021.64. An Action In Lieu was completed and the document is appended as Exhibit B to these minutes.

**MOTION was made by Joann Duncan to ratify the Action In Lieu for binding coverage with the Firebird Insurance package policy; seconded by Andy Scott. Motion carried unanimously.**

#### **Playground Equipment Repairs/Replacement**

At the last meeting, the Board approved repairing high and medium items noted on the inspection report completed over the summer. Michael Marshall presented the options for repair.

**MOTION was made by Joann Duncan to approve replacement of the two bucket seats in the swing set as part of the play equipment repair project; seconded by Emilio Lopez. Ayes: 4, Nays: 1. Motion carried.**

**MOTION was made by Joelle Coffman to approve the proposal from HOA Playgrounds to repair the deficiencies in the playground at a cost of \$14,630; seconded by Andy Scott. Motion carried unanimously.**

**MOTION was made by Joelle Coffman to approve using Pea Gravel to correct the impact surface deficiency, following the specifications provided in the report, and to authorize Danielle Hasting to obtain proposals and a contractor to complete the work at a cost of Not to Exceed \$5,000; seconded by Joann Duncan. Motion carried unanimously.**

### **Rules and Regulations**

Joann Duncan reported that the Committee met three times in August to meet the September Board meeting agenda. The Committee has successfully completed the revisions but need to update the Rules document related to paint. The Dunn Edwards color specialist is working on a finalized updated palette. Package is not yet complete. No action is recommended at this time.

#### **Arborist Proposals for Tree Work**

Joelle Coffman presented a recommendation to the Board from the Landscape Committee to accept Santa Rita's proposal for work at a cost of \$2,340 and Romeo Tree's proposal at a cost of \$3,630.00

**MOTION was made by Joelle Coffman to approve Santa Rita's proposal for work at a cost of \$2,340 and Romeo Tree's recommendations at a cost of \$3,630.00; seconded by Andy Scott. Motion carried unanimously.**

Owner Email Addresses – Process for Updates

Joann Duncan presented a process to update contact information for the 180 homeowners. Discussion ensued related to a Directory, options for updating through the Annual Meeting notice, and another was for an information update project and an online survey. Board asked Danielle to send a reminder to owners with the annual meeting notice to update contact information.

**MOTION was made by Joann Duncan to send an online survey annually to owners to obtain updated contact information; seconded by Michael Marshall. Motion carried unanimously.**

E-Konomy Pools Contract Amendment

Andy Scott reported that the fountain pump was maintained by a community resident as a courtesy to the Association. E-Konomy is able to assume the fountain pump maintenance responsibilities as part of their monthly contract. The cost is an additional \$220 per service on a quarterly basis. The current contract already contains fountain maintenance but it does not appear the fountain is serviced each visit. Management will request electronic service reports from E-Konomy for the routine services and to make sure the technicians are servicing the fountain per their contract each visit.

Discussion on adding fountain pump service to E- Konomy contract, instead start with follow up on service of fountain as that will likely extend the fountain pump life.

Proposed Website Changes/Committee Posting

Joelle Coffman reported that there are more documents from various committees now available online. The webmaster created a new page for committee documents that is now live.

ACC Requests

Lot 59 – requested a decorative bridge in the front yard. The ACC recommends approval with the condition the bridge is painted a Fountain Park color.

Lot 81 – requested a small entry fence in the front yard. The ACC recommends approval with the condition the fence is painted a Fountain Park color.

Lot 95 – requested solar installation on the roof.

**MOTION was made by Joelle Coffman to approve ACC recommendations, as noted above; seconded by Andy Scott. Motion carried unanimously.**

Turf Removal/Landscape Renovations

The Landscape Committee is recommending turf removal in the pool enclosure area and installing new plantings in the area. Design/Build firms will be consulted for proposals if the Board approves this request.

**MOTION was made by Joelle Coffman to approve the Landscape Committee proceed with investigation of turf removal and pool landscaping renovation; seconded by Andy Scott. Motion carried unanimously.**

Security System Proposed Update

Joann Duncan reported that ADT will be onsite for an exploratory bid for pricing purposes for the 2025 budget.

**MOTION was made by Joann Duncan to discuss the project; seconded by Joelle Coffman. Motion carried unanimously.**

**MOTION was made by Joann Duncan to contact other vendors and obtain proposals to update the security system; seconded by Joelle Coffman. Motion carried unanimously.**

Nomination Committee

Michael Marshall reported that the Board needs to appoint a Nominating Committee per Bylaws, Article IV, Section 4.02, “to obtain a list of names of Owners who desire to serve on the Board and be elected at” the upcoming Annual Meeting. An article will be posted in the Splash asking for volunteers to join.

Bench Donation

Joann Duncan shared that the Kaminski family would like to donate a park bench in their mother’s memory for placement in the community park.

**MOTION was made by Emilio Lopez to accept the donation of a park bench with a location to be determined by the Board prior to placement; seconded by Andy Scott. Motion carried unanimously.**

Owner Comments:

- An owner commented that political signs are permitted during this election period. He also asked whether Fountain Park was considering changing to a 55+ community.

Adjournment:

There being no further business to discuss, the meeting was adjourned at 8:16 PM.

Respectfully Submitted,

Danielle Hasting, CMCA, AMS  
Community Association Manager  
Sienna Community Management