

**Fountain Park Homeowners Association
Board Meeting Minutes
Wednesday, November 13, 2019 at 6:30 p.m.
Eastside City Hall Room A**

Attendance:

Board

X Alicia Navia, President
A Lois Bloom, Vice President
X Kate Avery, Treasurer
X Debra Planck, Secretary

Staff

X Carol Keyser, Pinehurst Properties
X Joan Groom, Meeting Minutes

OWNERS:

Dario Navia
Mary Cinquemani
Carol Decker

Kara & Andy Scott
Melissa Mora-Lovelady
Sorraiyya Beheshti

I. Call to Order

A quorum being established with three members present, the meeting was called to order at 6:28 p.m. by President Alicia Navia.

A motion is made and seconded (Avery/Planck) to appoint Melissa Mora-Lovelady to the Board as a Member at Large. Motion passed.

We took an Action Without a Meeting on October 16th to contract Integra for a new key card system at a cost of \$3,910.93. 50% deposit of \$1,955 was paid on October 16th and the balance today.

Key cards can be picked up at the pool on Saturday 10 AM- 1 PM. Cards can also be picked up at the Pinehurst office Monday-Friday 9 AM-4 PM.

II. Approval of Minutes

A motion was made and seconded (Avery/Mora-Lovelady) to approve the October 9, 2019 Board Meeting minutes as amended. After the discussion by Board, motion was open to the floor. Motion passed.

Add 2nd n to Barbara Lehmann's last name in Owners section.

III. Financial Report

October Financials

Income	\$ 13,446.04
Expenses	\$ 8,856.28
Net Income	\$ 4,589.76

Operating Account	\$ 39,627.03
Reserve Account	\$ 53,146.50
Total Assets	\$ 92,773.53

Operating Account should be at least \$20,000, so we are doing good.

Delinquent Dues \$ 923.53 – only one owes over \$200

We automatically put \$3,400 into Reserve account each month.

Unusual Expenses

Legal - \$2,581.00

Water - \$ 396.51

Pool expenses:

 Installment \$12,813.75

 Ramada floor deposit \$ 2,205.00

 Electrical installation \$ 386.91

Total pool expenses to date \$176,924.45

2020 Budget

Income \$158,854

Expenses \$106,069

Net \$ 52,785

Insurance \$3,300 - 8% increase

Management fee \$17,280 – no change

Postage & copies \$1,900 – postage increase

Tree trimming \$7,000 – annual tree trimming

Pest Control \$10,100 – no current contract, but funds available if needed

Reserve Account \$40,800 annual deposit

End of October \$53,146

2020 projection \$92,000

Reserve Expenses

Finish ramada \$2,205

Possibly French drain -- cost unknown

No dues increase

We're in good condition considering everything.

IV. Reports

A. Landscaping (*D. Planck*)

- Debra asked residents to keep an eye out for rodents. A good deterrent is putting hair down holes.
- Landscapers fixed irrigation leaks, cleaned up pods at the wash, weeded at both entrances, pruned tree.
- Water was turned off in common area. Pool areas and NE corner have water.
- They cleaned and washed infected cactus.
- Watershed Management gave recommendations in 6 areas.
 - Shift watering schedule for trees.
 - Look at drip emitters and adjust farther from tree trunk.

- Add pockets of rain basins 4-6 inches in depth to harvest rain water for plants in that area.
 - Develop zones in the park.
 - Align Maintenance with the zone approach.
 - Follow up regularly
- On November 10th committee met to discuss recommendations and how to best implement them. Kate and Carol suggested organizations that do cleanup voluntarily.
- We are reevaluating the non-native trees and will remove the unhealthy ones.
- We are wanting to create a park map using Google maps.
- Tree in wash has 3-4 sizable branches, which will be cut soon. We will leave the last leg for support.

B. Pool (*Alicia Navia*)

- Pima County did final inspection on October 14th and gave approval.
- There was an issue with the city regarding permitting, which was resolved.
- Worry Free suspected a possible leak in the pool because the water level was dropping. The problem seems to have been evaporation. Everything is working fine now, but we are still keeping an eye on it.
- On November 1st Carol, Melissa and Alicia met with Patrick of Imperial Pools for the final walk through. There is some cracking in the pool deck, the drain covers are elevated, and the sanitation system installed is not what is in the agreement nor costs as much. Patrick insisted he installed what was described, but two maintenance companies said it is something put together from various parts. We talked about correcting the cracks and drain covers, and Patrick said he would apply a 2 year warranty to them. Then on November 2nd Patrick told Carol he would only apply the warranty if we paid him the \$4,000 balance we owe him immediately. He claimed to have acid washed the pool tiles, but never did. In addition, the drains were supposed to be 3 inches and are only 1 1/2 inches wide.
- Alicia wants to file a complaint with the Registrar of Contractors. Carol clarified that Imperial Pools needs to be paid the \$4,000 and given the chance to do the warranty before a complaint can be filed. She suggested Alicia talk to the attorney. The biggest problem is there was no contract, only an agreement which does not specify consequences for the work not being done properly, so it's hard to sue him, according to Carol.
- After much discussion during which Alicia expressed her frustration and reluctance to pay Imperial Pools until the work was completed, the following motion was made:

A motion was made and seconded (Mora - Lovelady/Avery) to pay Imperial Pools the \$4,000 owed and then go to the Registrar of Contractors if the warranty isn't honored. After the discussion by Board, motion was open to the floor. Motion passed.

C. Security (*Lois Bloom*)

- See Action Without a Meeting above.
- We need an internet provider to run the alarm & key access. We currently have Century Link, which is not so reliable. We researched other providers, but they are more expensive. Century Link is \$137 so we will keep them until there is a problem.

D. Hospitality (Kara Scott)

- We welcomed two new homeowners.
- 30 people turned out for Thursday night GAIN event.
- There was a yard sale on Saturday, October 19th.

E. ACC (Kate Avery)

- Lot 97 – well done submittal.

F. Newsletter (S. Beheshti)

- We will summarize reports for the newsletter. The full Minutes will be on the website for those who want more details.
- Newsletter submissions by Sunday, November 17th.

G. Management (C. Keyser)

- There were no new homeowners during the month of October.

- **October Financials**

Operating Account	\$39,627.03
Reserve Account	\$53,146.50
Total Assets	\$92,773.53

- **Exceptions to the October financials**

Income: we over budget on dues by \$57.38. Received \$200 title transfer fee income for sale of a home in October.

Expenses:

Administrative over budget by \$2,581 due to legal fees and we are now expensing meeting minutes. There is a \$150 miscellaneous expense that was paid to Watershed Management Company. All else is on budget.

Maintenance: Under budget by \$4,278.91. No monies being spent in several categories. Maintenance & Repair \$258.80 bill paid to Masterkey Solutions.

Utilities: Under budget by \$697.31.

Total Operating Expenses: Under budget by \$2,289.34 for October and under budget \$24,906.03 for the year.

- **Reserve Expenses:** \$3,400 is automatically transferred to Reserves each month based on the 2019 Approved Budget. There was \$1,955 in Security System update.

- **Miscellaneous Items**

Branches in front of Yield sign (by Lot 100) was scheduled to be trimmed on November 6th by LandTamers. Carol sent an email to the owner, but has not received a response back.

Donna Rainville will add recommended vendors to the list posted on the website. It will be important to note if they are licensed contractors or not.

The Pinehurst office scheduled training on Monday, November 11, 2019 with Integra on activating and updating the new system for the card key.

- **ARC Submittal**

Ken & Martha Lauver, Lot 97 – have now submitted to ARCC with a permit from City of Tucson.

V. New Business

A. Holiday Decorations Extension

A motion was made and seconded(Planck/Avery) to adjust the Rules & Regulations 7A to allow homeowners to begin decorating 45 days before a holiday and given 30 days after the holiday to remove their holiday decorations. After the discussion by Board, motion was open to the floor. Motion passed.

B. Annual Meeting Timeline

- **December 2, 2019** – Notice of meeting and Call for Nominations
Terms expiring: Alicia Navia & Lois Bloom. Dee Planck will be resigning because of work responsibilities. Alicia expressed a need for new Board members as Lois Bloom will not be running for re-election to the Board.
- **December 20, 2019** – Annual Meeting package sent out
- **Saturday, January 18, 2020 – Annual Meeting at 10 AM at Eastside City Hall**

VI. Owner Comments

None.

VII. Next Meeting

December 11, 2019 at 6:30 P.m. ESCH Room A

VII. Adjournment

- **There being no further items of business, the meeting adjourned at 8:11 p.m.**

	Term Ends	Phone	Cell	Email
Alicia Navia , President	2020		614-507-4067	Ainavs319@gmail.com
Lois Bloom , Vice President	2020	520-354-2044	520-256-9686	Loisbloom22@gmail.com
Kate Avery , Treasurer	2021	520-612-5707	520-296-2436	kwavery@icloud.com
Debra Planck , Secretary	2021		520-975-7623	dplanck@q.com
Melissa Mora-Lovelady , Director				mluvlady@gmail.com
Donna Wood , CMCA, AMS		298-2146	520-730-1913	donna@pinehurstproperties.net