

Fountain Park Homeowners Association
Board Meeting Minutes
Wednesday, November 10, 2021 at 6:30 p.m.
Zoom Virtual Meeting

Present:

BOARD:

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

Staff:

- X Donna Wood**, Managing Associate
- X Sue Logan**, Pinehurst
Independent Contractor
- X Joan Groom**, Meeting Minutes

OWNERS:

Sorraiyya Beheshti
Kara Scott
Philip Rapport
Joelle Coffman

Carol Decker
Judy Dalton
Claire Callahan
Dario Navia

I. Call to Order

A quorum being established with all members present, the meeting was called to order at 6:39 pm by President Alicia Navia.

II. Approval of Minutes

A motion was made and seconded (Ochse/Navia) to approve the October 13, 2021 Board Meeting minutes as presented. Motion passed unanimously.

III. Financial Report (*Ann Ochse*)

A. October Financials

As of October 31, 2021, FPHOA had \$78,758.10 in the operating account and \$116,935.60 in the reserve account, for a total of \$196,693.70. This is an increase of \$5,057.82 over September due to a decrease in ease in expenses.

Income for the month was under budget by \$100.07, due to decrease in payment of dues. We currently show \$1,015.57 in excess of expected income for the year.

- Administrative expenses were slightly over budget for the month by \$24.74 due to legal expense involving the Bylaws and CC&Rs. Administrative expenses for the year are over budget expectations by \$1,093.31 for the year primarily due to legal expense.
- Total maintenance expense remains underbudget for the year by \$15,195.81. Total maintenance expense remains underbudget for the year by \$15,195.81.
- Utility expense was under budget for the month by \$503.30 due to decreased expenses in water & sewer and gas. Utilities for the year are under budget by \$1,208.28.

Total expenses year-to-date are \$15,310.78 under budget. FPHOA operating net income, which is income minus expenses, for the year is \$44,869.26.

\$3,400.00 was transferred to the reserve account which earned \$14.49 interest for the

month. \$598.00 was deposited as a recapture of salvage. No funds were expended from the reserve account.

Ann suggested PPI bring FP monthly bills with additional charges to Board collectively for approval. Alicia is fine with that as long as payment is not late. Pool and landscape contracts will need to be checked for due dates. Donna will give list of bills that need to be paid.

IV. Reports

A. Landscaping (*Alicia Navia*)

- Weed situation is under control. A lot of cleanup is going on. Also removed mistletoe from trees, trimmed bushes and trunks in preparation for street work to be done.
- All irrigation has been turned back on.
- Landscape Committee has locations for new trees and shrubs to replace diseased trees that were removed.
- Claire Callahan reported Committee walked the park and would like to plant 4 trees and 4 shrubs. Martin agreed to plant in February. No need to purchase mulch. Tucson Tree & Beautiful delivers trees for \$24 each; any place else we will need to pick up. Red berry shrubs for \$9 each. There is irrigation close by although a few would need emitters which Martin can replace.
- Landtamers had extra \$3 charge for irrigation related parts. Board approved payment.

B. Pool (*Alicia Navia*)

- Worry Free will service Mondays & Fridays during winter season.
- We will begin to get estimates to replace restroom sinks, toilets, shower, hardware, etc.
- Thanks to the Pool Committee for testing the pool water the days Worry Free didn't come and recording it.
- Matt rice of Garage floor coating did not come as scheduled in October. We need to set a new date.
- As reported last month Imperials Pools license was revoked. Now owner Patrick is completely unlicensed. He can do nothing. This means Imperial cannot perform any repairs for us under our warranty if needed.
- There was a charge on Worry Free bill for pressure gage on one of the filters for \$11. Board approved.

C. Security (*John Steffens*)

- Nothing to report. There was an unconfirmed report on October 26 of a gunshot. We need to make sure people aren't leaving their cars on the street when road work is being done. Cars will be towed at owners expense. Owners can call Pinehurst (ask for Sarah Morrison) for permit to park at pool lot.

D. Hospitality (*Kara Scott*)

- Kara and Andy have contacted all but one new homeowner.

E. ACC (*Mina Reeder*)

- Lot 55 – Solar
- Lot 176 – Solar

A motion was made and seconded (Reeder/Navia) to approve solar installations at Lots 55 & 176 with request for minimum view from the street. Motion passed.

- Lot 97 – Tree removal as it is too close to house next door.

A motion was made and seconded (Reeder/Ochse) to approve removal of tree at Lot 97 with recommendation that a new tree be planted in an appropriate place. Motion passed.

F. Newsletter (Sorraiyya Beheshti)

- Reports for September *Splash* edition are due to Sorraiyya by 4 PM Sunday, November 14th. Please send in a timely manner.

G. Compliance (M. Lovelady)

- No report.

H. Recreational Committee (Melissa Lovelady)

- Melissa & Dario met with architectural engineer who gave rough design and estimated costs. Diagram was shared and Melissa explained layout. Architech misunderstood and thought we wanted two courts. She mentioned playing picketball on a basketball court requires posts and nets. How will that work? Should we do one court now and another in the future?
- Estimated cost of materials today for entire project – \$129,824.

Fencing with 2 gates	\$ 3,124
2 Ramadas	\$36,000
Pickleball court	\$43,200
Half basketball court	\$19,000

Board needs to determine how much we want to spend and then which items to complete first. We will need to get actual bids from contractors.
- Ann suggested there might have to be a one-time assessment to begin this project. Reserve Account does not have funds for any part of project except the electrical panels required. Since we didn't have the figures, we couldn't budget for project. If things go well in 2022, Board could decide to allot some money to project during the year.
- After we have actual design to give to contractor for budget, we can determine what we can spend from 2022 budget. Priority is for pickleball/basketball court combo.

I. Street Reconstruction (A. Ochse)

On October 21, a letter went out to residents of Fountain Park that street resurfacing was to begin on November 1, which was changed to November 9. This letter indicated the streets would be resurfaced, not reconstructed as the committee had been told by the director of Transportation and the Ward 2 Commissioner. The letter stated that this was part of the City's \$14 million allocation to street repair, providing \$2 million per ward for streets.

After much discussion with TDOT and Ward 2 offices, our chairperson learned the Ward 2 Commissioner, Paul Cunningham, decided to resurface our failed streets rather than reconstruct them in order to use the funds to repair streets in three neighborhoods, including ours.

There will be a triple application of fiber micro surfacing applied to our streets. This is the same treatment applied to Tucson Blvd. and Catalina Vista. The addition of fiber is supposed to prevent the reappearance of cracks. Work will not include micro milling, but the Contractor will apply leveling to fill in cracks and provide a more even surface. The resurfacing will be done in three applications. Maps have already been sent to residents indicating when the first application of the resurfacing will occur.

Pinehurst received notice that there is sewer work scheduled for the same time as the street resurfacing. It is up to the city to coordinate with the sewer work. The city has stated there will be no delay due to sewer work.

Waste management will continue to pick up trash on Tuesdays. If they cannot access your street, they will reach out to affected homeowners and attempt to reschedule. Even though we were extremely disappointed that Fountain Park will only receive a street resurfacing, we should be grateful for getting something done to our streets when so many subdivisions are going without these repairs.

If you need a place to park your vehicle, please contact Pinehurst for a permit to park in the Swimming Pool parking lot. You need to have this permit to park there.

J. Governing Docs Revision (Judy Dalton)

- Final draft of revisions to ByLaws & CC&Rs. Final revisions will be sent to Board.

A very good meeting with Kaycee on November 3rd. Ann and I felt we were more on solid ground. Here's the summary approved by both Ann and I. Ann and I met with Kaycee via zoom and are much more clear about the process.

BYLAWS

1. They need to be approved by the majority of people who vote.
2. Paper ballots must be sent out 30 days (Dec 17 if the annual meeting is Jan 17) before the annual meeting even if we use election buddy.
3. Voting can be by mail, dropping the ballot off at Donna's office or by Election Buddy.
4. There must also be a physical place where ballots can be turned in at the actual time of the meeting (e.g. the pool or Donna's office if the meeting is on zoom).
5. Only one vote counts— they can't both mail it back and vote via Election buddy
6. Voting ends at the annual meeting Kaycee recommends we send the vote for bylaws on the same sheet of paper as the voting for Board members and include it in Election Buddy. A quorum is necessary but includes all the people who have returned their ballot in whatever form as above.

CC&Rs

1. Needs to be approved by 2/3 (120 households) of the community
2. Written consent is the method Kaycee recommends since there is no time

constraint.— we can send it with the other information. They can mail it, drop it at

Donna's office or bring it to the meeting. Election buddy is not an option because it

needs to be signed. We can continue to contact households until we (hopefully) have 120 signatures. If approved, those signatures actually become part of the record.

3. Written consent includes Name. Address. Lot # and signature. Kaycee will design the written consent form.

4. If they are opposed, they just don't return the ballot.

5. Donna, can you produce stickers with name, address and lot number that we could send out with the ballot which Kaycee will prepare so all they have to do is sign? Want to make it as easy as possible.

Kaycee will prepare a cover letter with instructions and the ballots. I suggested she wait until we have a chance to clear it with the board. If she hasn't heard from one of us by Friday the 12th she will contact Donna.

Board will vote on ByLaws at December 8 meeting; Town Hall will be rescheduled.

Legal bill for above is \$702.

A motion was made and seconded (Ochse/Lovelady) to approve payment of \$702 legal bill for attorney meeting regarding ByLaws and CC&Rs. Motion passed.

K. The Management Report (Donna Wood)

No New Homeowners this Cycle

October 2021 Financials

Operating account: \$ 79,758.10

Reserve Account: \$116,935.60

Total Assets: \$196,693.70

Exceptions to October Financials:

Expenses

Administrative Expenses: Right on Budget – over by \$24.74 due to legal fees.

Maintenance Expenses: Under budget by \$3,864.72. Did not spend \$3,500 budgeted for tree trimming. YTD under budget by \$15,195.81

Utilities: Under budget by \$503.30. Gas and water was under budget. Electricity just slightly over budget and Internet phone/Security just slightly over by \$100.

Total Operating Expense for October is \$7,370.06 (under budget for October by \$4,343.28). However, under budget YTD by \$15,310.78. Reserve Contribution is \$3400.

Reserve Expense: No reserve monies spent during October. YTD we have spent \$9,963.85 of the \$20,100 budgeted for 2021.

Governing Documents Revision - updates

Judi Dalton will report on revisions. I have attached document from Judi and Revisions Committee.

Floor Repair

Working on getting in touch with **Matt Rice** (520-269-3866) of **Garage Floor Coatings**.

ARC

Lot 55 – Frankenfeld – Solar Installation.

Lot 97 – Lauver – Mesquite tree removal.

Lot 176 – Lovelady – Solar Installation.

Change

I am writing to you to state our industry (and so many others) are going thru tremendous change. Since the lockdowns and restrictions with COVID, we are witnessing neighbors coming unglued, supply chains breaking down, service vendors not performing according to their contract or seeing companies here in Tucson merge just to keep their doors open. Community managers are leaving this profession due to the outright verbal abuse that has unfortunately become "somewhat normal" (I hope this is temporary). The burnout rate is high, and this leaves the industry short of qualified managers.

In late August, one of our onsite managers came down with COVID and was hospitalized for over 4 weeks, then was transferred to a rehab facility where he underwent some physical therapy. He has been through quite an ordeal, but still has a long road to travel. We are thankful he is recovering, albeit a very slow recovery. I have been covering his position in the hopes of his eventual return, while still managing my portfolio of communities (sorry for any delays or issues). We now know that James will not be returning, so we are reorganizing within Pinehurst.

You have had the recent opportunity to work with our new office assistant Sarah Morrison. We are truly happy she is with us. After a few days and very little training Sarah is off and running. If I am unavailable, don't hesitate to contact Sarah. In January, I will move to fill the onsite community manager position at Sabino Springs full time. We will be training another community manager, Sue Logan. Sue has the same certifications and has been a community manager for the last five years. I will be working with you thru your Annual meeting in mid January. You will start seeing a little overlap and I am available to for you to ensure a smooth transition.

It has been wonderful working with everyone and have truly enjoyed working with the Revisions Committee these past 7 months.

Sarah will work closely with the nomination committee and will assist in any aspect of the Governing documents vote!

V. New Business *(Claire Callahan)*

- Nominating Committee: Election of Officers (2 open positions)
 - Committee met November 2. Major concern is having neighbors step forward to fill open spots. Committee will reach out to new homeowners and share info on Election Buddy. Dario spent time researching different companies and Election Buddy was the best, most convenient and eliminated the need for paper ballots and mailing. Using Election Buddy in 2021 FP had best results than in previous years. We saved \$428.93. 2021 cost was \$124.40; 2020 cost was \$553.33.
 - Contact Claire or Committee member if you are considering running and please encourage neighbors to run.
 - Timeline: December 1 call for nominations; December 15 nominations closed; end of December electronic ballot goes out.

VI. Owner Comments

- None.

VII. Next Meeting

December 8 at 6:30 PM via Zoom

VIII. Adjournment

- **There being no further items of business, the meeting adjourned at 8:38 p.m.**

	Term Ends	Phone	Cell	Email
Alicia Navia , President	2022		614-507-4067	Ainavs319@gmail.com
Mina Reeder , Vice President	2022		520-979-1267	Minareeder1896@comcast.net
Ann Ochse , Treasurer	2023		520-678-1382	annochse@msn.com
Melissa Mora-Lovelady , Secretary	2023		520-250-6520	mluvlady@gmail.com
John Steffens - Director	2022		808-230-1294	abramsm@gmail.com
Sue Logan , CMCA, AMS			520-989-4221	sue@pinehurstproperties.net
Donna Wood , CMCA, AMS		298-2146		donna@pinehurstproperties.net