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# The Ocotillo Community Association

C/o Premier Community Management, Inc.  
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## **OPEN SESSION MINUTES** **April 26, 2011**

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The Meeting was convened in the Conference Room at the First Federal Credit Union and called to order at 5:05PM by President – Mike Palermo. Other Board attendees included: Vice President – Wally Brown, Secretary–Donna DeVoe, Director – Susana Lewis and Treasurer – Julie Dameron via phone conference.

Quorum was duly noted and recorded. Also in attendance from Premier Community Management, Inc. (PCM) was General Manager - Pat Wontor, Assistant Manager – Dana Stevens and Compliance Manager – Joycelyn Lopez.

### **I. Pledge of Allegiance:**

### **II. Approval of Minutes:**

Donna motioned to approve the March 22, 2011 Open Session minutes, motion seconded, and the motion carried unanimously.

### **III. Treasurer's Report:**

Julie presented the financial summary report for March 2011.

As of March 2011 the operating account balance was \$358,276.10, Money Market Savings account balance was \$225,334.85, total reserves were \$1,024,928.30 and other assets of \$52,001.92, for total liabilities & equity of \$1,660,541.17. Variances from budget were noted.

Month to date (MTD) income is 9.3% over budget, and year to date (YTD) income is 3.8% over budget (\$22,062.92). Month to date (MTD) expenses are right on budget, and (YTD) expenses are 13.2% under budget (\$76,512.60).

Reserves are currently 106% funded for the Master Association per the 2008 Reserve Study.

### **IV. Design Review – Paint Color Options:**

Donna motioned to approve new paint color options for Cottonwood Springs and Water's Edge, motion seconded, and the motion carried unanimously.

#### **Cottonwood Springs New Colors:**

##### **Scheme 7:**

**Dover Plains DE6116 – Body, Garage Doors, Popouts**  
**Neutral Valley DE6119 – Wood Fascia**

##### **Scheme 8:**

**Tan Plan DE6137 – Body, Garage Doors, Popouts**  
**Brown Bear DE6140 – Wood Fascia**

##### **Scheme 9:**

**Cliff Brown DEC711 – Body, Garage Doors, Popouts**  
**Cedar Chest DE6112 – Wood Fascia**

## **Water's Edge New Colors:**

### **Scheme 8:**

**High Noon DEC743 – Body, Garage Doors, Popouts  
Tavern Creek DEA166 – Wood Fascia**

### **Scheme 9:**

**Slopes DEC721 – Body, Garage Doors, Popouts  
Autumn Bark DEA164 – Wood Fascia**

### **Scheme 10:**

**Golden Gate DEC739 – Body, Garage Doors, Popouts  
Hope Chest DEA160 – Wood Fascia**

## **V. Design Review Contract Renewal:**

An Agreement for Design Review services was presented for a new three-year term. No changes were made from the current contract in place. Donna motioned to approve the Design Review Agreement for a three-year term, motion seconded, and the motion carried unanimously. Mike excused himself from participation in the discussion and decision.

## **VI. Meeting Code of Conduct Policy Approval:**

At Board request, legal counsel reviewed and approved the Code of Conduct policy as drafted. Julie motioned to approve the Meeting Code of Conduct Policy as written, motion seconded, and the motion carried unanimously.

## **VII. Christmas Lighting Contest:**

Board discussed suggested changes to the Christmas lighting contest. Discussion included sub association entrances, possibly judging on theme, having contestants enter to identify those homes to be judged, advertising contest in newsletter and email blasts, prizes expanded to include a plaque in addition to the monetary award. The Board also discussed adding the option of having the gates opened during specific times in the gated communities for viewing. Board agreed to discuss further at the May meeting.

## **VIII. Christmas Lighting in Common Areas:**

Pat discussed lighting in the common areas. Price quoted would include a 10% discount for different lighting on the palms and another 10% discount if contracted now. Board asked management to ask them to extend on the 10% discount for reservation until June.

## **IX. Restroom Remodel**

Dana presented the bids received from vendors for the restroom renovation project. After discussion and review, Donna motioned to award the Lakeside Park restroom renovation contract to Qualitas Builders in an amount not to exceed \$11,500, motion seconded, and the motion carried unanimously.

## **X. Reserve Study Proposal**

Pat postponed presentation to the May meeting. Initial bids received vary extensively in price, so additional work needs to be done on scope, sample reports and references.

## **XI. Finalize Annual Meeting Details and Presentation**

Pat presented the annual meeting agenda. AAA Landscaping will be providing door prizes for homeowners in addition to The OCA's. Donna requested the names of homeowners be kept and provided to her for recognition in the newsletter.

**XII. Reclaimed Water Use and Permit Discussion**

Currently The OCA has a Type 2 permit from ADEQ for reclaimed water use. Given that The OCA supplies water to end users, the State has indicated we will need to acquire a Type 3 permit. The Board will need to further discuss the impact and the possible need for non-residential users to each acquire a Type 2 permit.

**XIII. Manager's Report:**

Pat reviewed the March management report.

A major milestone was reached in April with the final payment of the second and last of the Association's loans. The first was paid off in December 2010 and the second one in April 2011. Between the two payments no longer required \$5,500 now remains in the reserve account each month.

All winter annuals will be removed beginning Monday, April 25<sup>th</sup>, and planting of summer annuals will begin the first week of May.

The spring fish stocking was completed on Friday, March 25<sup>th</sup> and included 150,000 Gold fish, 204 White Amur, 1,637 Redear, 3,700 Israeli Carp, and 400lbs Catfish. Aquatic Consulting applied a larvicide treatment to the Phase II Lake on April 7<sup>th</sup>.

The Estates Entrance upgrade project is underway. The electrical work is complete and the lights on the front monument and tree are installed and working. The landscape rework is in process, and should be complete by the end of the week. Remaining is the window and new entry keypad installation. Comments from residents have been very positive so far.

**XIV. Violation Report:**

Joycelyn reviewed the violation report for the month of March. April violations will begin to reflect the letters being sent for trimming dead vegetation.

**XV. Adjournment**

Motion made to adjourn the meeting at 7:15 PM, motion seconded, the motion carried unanimously.

Respectfully Submitted,  
Joycelyn Lopez