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# The Ocotillo Community Association

C/o Premier Community Management, Inc.  
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## OPEN SESSION MINUTES October 26, 2010

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The Meeting was convened in the Conference Room at the First Federal Credit Union and called to order at 5:00 PM by President - Mike Palermo, Other Board attendees included: Vice President – Wally Brown, Treasurer – Julie Dameron, Secretary - Donna DeVoe and Director – Susana Lewis.

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:**

Julie motioned to approve the September 28, 2010 Open Session minutes as presented, motion seconded, the motion carried unanimously, with Susana abstaining.

**III. Treasurer's Report:**

Julie presented the financial summary report for September 2010.

As of September 30, 2010 the operating account balance was \$547,155.74, which includes the money market savings account balance of \$225,082.55, total liabilities & equity was \$1,489,760.72 and total reserves were \$926,176.72. Variances from budget were noted.

Month to date (MTD) income is 0.7% over budget, and year to date (YTD) income is 0.6% over budget (\$9,580.52). Month to date (MTD) expenses are 16.2% under budget, and YTD 12.8% under budget (\$225,119.55).

Reserves are currently 95.8% funded for the Master Association per the 2008 Reserve Study.

**IV. 2009 Audit/2010 Audit or Review:**

The 2009 Audit has been completed by Olson & Hatcher. There were no notations made from the audit.

The Board agreed to have a review for 2010 instead of an audit.

**V. 2011 Budget Review and Adoption:**

Julie reviewed the final budget draft with the changes made to the special use assessments. There will be only one special use assessment increase for 2011, for the Peninsula, of \$2.15 per month. All other assessments will remain the same. Donna made a motion to approve the 2011 budget, with one modification to increase the events line item by \$1,000.00, motion seconded, motion carried unanimously.

**VI. Project Proposals:**

**Electrical on Dobson:**

Donna made a motion to award contract to Carlton Electric, proposal dated 10/21/10, not to exceed \$3,200.00, including clarification on using 110v or 240v, to install meter pedestal, 2 spot lights and 1

receptacle on the north side of the street at Dobson and Chaparral, motion seconded, motion carried unanimously.

The Board agreed to table the decision regarding the south side of the street at Dobson and Chaparral until Pat contacts the Ocotillo Lakes Board of Directors.

**Upgrade Light Pole Bases in Parks:**

Julie made a motion to approve Estimate #317 as submitted by Carlton Electric dated 10/21/10 to install new concrete bases on 9 light poles at Lakeside Park, and Estimate #316 as submitted by Carlton Electric dated 10/21/10 to install new concrete bases on 3 light poles at Sunset Shores Park, in an amount not to exceed \$12,400.00 and with the added language to reflect the price to include welding new base plates to the existing poles and obtaining any necessary city permits, motion seconded, motion carried unanimously.

**Playground Equipment in Lakeside Park:**

The Board reviewed the options presented and agreed to table the decision on the playground equipment in Lakeside Park until the next scheduled meeting on November 9, 2010.

**Replace Scupper in Silverlake:**

The Board agreed to table the decision on the scupper at Silverlake until the next scheduled meeting on November 9, 2010 pending additional details and research on appropriate solution.

**Vista's Entrance – pavers and roof replacement:**

The Board agreed to table the decision regarding the pavers at the Vista's entrance until future estimates and square footage are received from the vendors.

Julie made a motion to approve Proposal #10-1022 dated 10/22/10 as submitted by Carlson General Contracting, Inc. in an amount not to exceed \$3,000.00 to remove and replace the guard shack roof tile, tile color to be determined, motion seconded, motion carried unanimously.

**VII. Discuss Estates Gate Plan:**

The Board agreed that a committee of three people should be formed to discuss the Estates gate-painting plan.

**VIII. Manager's Report:**

Pat reviewed the management report for the month of October 2010.

Following up on the satellite discussion at the last meeting, Joycelyn has received confirmation from the dish companies that painting the dish is perfectly fine and does not void any warranty.

Pat will be working with staff internally at Premier to address the formal request from Carpenter Hazlewood to transfer account ledger/collection data electronically rather than having to re-enter the data manually at their end to provide the monthly collection status reports.

Scalping and over seeding is now complete throughout the entire community. The irrigation crew is now busy addressing all the geysers, broken heads, and all the water related issues.

After the midge fly issues on the lake in Phase II, we ordered 25,000 goldfish in addition to the regular fall fish stocking on October 14<sup>th</sup>. I've spoken with the homeowners that attended the September meeting and they've indicated the bugs are all but gone.

We have initiated a solar lighting test at the newly renovated Spyglass Bay entrances. We've purchased and placed a 4-spotlight system and small collector panel at each entrance. We've had difficulty with them operating properly and the FMD crew is working on getting them up and running. I'm interested in your feedback as they become operational.

The Carpenter Hazlewood sponsored Cancel Out Hunger food drive event is scheduled for December 10<sup>th</sup>.

**IX. Adjournment**

Mike motioned to adjourn the meeting at 6:54 PM, motion seconded, the motion carried unanimously.

Respectfully Submitted,  
Nichole Kuhstoss