



The Ocotillo Community Association

C/o Premier Community Management, Inc.
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OPEN SESSION MINUTES

June 28, 2011

The Meeting was convened in the Conference Room at the First Federal Credit Union and called to order at 4:40PM by President – Mike Palermo, Other Board attendees included: Vice President – Wally Brown and Treasurer – Julie Dameron via phone Conference. Secretary – Donna DeVoe and Director – Susana Lewis were excused from the meeting.

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. Legal representative - Josh Bolen from Carpenter Hazlewood was also present.

I. Pledge of Allegiance:

II. Approval of Minutes:

Julie motioned to approve the May 24, 2011 Revised Open Session minutes as written. Motion seconded and carried unanimously.

III. Reclaimed Water Use: Type 2/Type 3 Permit and Contractual Agreement

Josh discussed the specific language in the OCA's documents and tract declarations that satisfy the contractual agreement between the OCA and the end users. Board discussed requirement for non-residential, commercial, apartment, and sub-associations using reclaimed water for irrigation to assume responsibility for their own property, thus obtaining their own Type 2 permit from ADEQ. Board directed management to draft the initial correspondence to those users. Board discussed assistance and funding by The OCA for the initial permit, with each user being responsible for reporting and renewal going forward.

IV. Shoreline Repair – Contractor Selection

Board discussed proposals from Pacific Aquascape and Morataya's Landscaping. Mike motioned to approve repairs in an amount not to exceed \$114,000 to Morataya's Landscaping and Pacific Aquascape as determined by the proposals and field measured by management and staff. Pacific Aquascape is to complete the 200 linear feet of shoreline replacement. The 800 linear feet of shoreline repair will be divided between the two vendors. No work is to commence until payment is received from lot owner. Motion seconded and carried unanimously.

V. Resolution Regarding Recording of Meetings

The Resolution Regarding Recording of Annual Meetings, Special Meetings, and Board of Directors Meetings was presented at the Boards request with the new legislation going into effect July 20, 2011. After discussion, Wally motioned to adopt The Resolution Regarding Recording of Annual Meetings, Special Meetings, and Board of Directors Meetings as written. Motion second and carried unanimously.

VI. Treasurer's Report:

Julie presented the financial summary report for May 2011.

At the end of May, 2011 the total operating account balance was \$638,064.07, total reserves were \$1,084,798.95 and other assets of \$48,767.92, for total liabilities & equity of \$1,771,630.94. Variances from budget were noted.

Month to date (MTD) income is 3.2% over budget, and year to date (YTD) income is 2.9% over budget (\$27,886.36). Month to date (MTD) expenses are 2.9% under budget, and (YTD) expenses are 13.2% under budget (\$127,538.85).

Reserves are currently 112% funded for the Master Association per the 2008 Reserve Study.

Board directed Pat to set up transfer of \$200,000 to a 6-month Mutual of Omaha Money Market account at 1.04%.

VII. Temporary Banner Extension

The Board agreed to extend their allowance of temporary banners for another six months. Submittal to the ODRB is still required prior to any banner placement.

VIII. Christmas Decorations in Common Areas

The Board discussed the proposal to install Holiday Lighting in common areas. Wally motioned to approve Option A, installation of mini lights in bases and tops of seven (7) palm Trees at Price and Queen Creek Road and Option C, installation of mini lights in bases and tops of two (2) palm trees at Alma School and Sandpiper Roads. The Board will also approve Option D, installation of mini lights in bases and tops of five (5) palm trees at Alma School and Balboa Way, dependant on the contribution of a minimum of \$750 from the Balboa Way Community Association. The Board also directed management to discuss the option of lights at the Lake and Alma School monument with the Ocotillo Lakes Community Association. Motion seconded and carried unanimously.

IX. Manager's Report:

Pat reviewed the June management report.

Two of the three Board approved self help properties have been cleaned up prior to self help being necessary. The third property has a resale pending so we will wait to see if the sale goes through.

Bathroom remodel is under way with an anticipated completion of Friday, July 1st. A walkthrough will be done with the contractor when complete.

Castle Reserves has started the new Reserve Study. We will be working with him throughout July and August. Completion is set for August in conjunction with budget preparation.

Discussion with the Board on corn growing in a front yard. Board directed management to contact homeowner to remove after crop is harvested, and not planted in front yard in future years. Board will discuss possible language for design guidelines update in the fall.

AAA has promoted Rod Milburn. Aaron Alvarez is now Rod Lopez's new foreman at Ocotillo.

Electric meter at pump station 8 burned over Memorial Day weekend. The electric panel was replaced and the meter burned again. Carlton Electric has installed a larger electric panel, and is awaiting SRP and City inspections. The generator being used to operate irrigation timers has stopped. Board directed FMD to rent a generator until electric panel is operational.

As part of reclaimed water maintenance, FMD will be replacing old valve boxes and lids with new purple ones at a cost of approximately \$6,000.

We have received a request to add pickle ball lines at one of the tennis courts. Given there are only two courts available to owners, we will not be converting one at this time.

The lost pet monitor lizard has not been located. We have notified residents along the lake near his home to be aware and to notify his owner if seen so he can be safely captured.

X. Violation Report:

Joycelyn reviewed the violation report for the month of May. The majority of letters are being sent for trimming dead portions of ficus trees and paint peeling on side property walls.

XI. Adjournment

Julie motioned to adjourn the meeting at 6:35PM. Motion seconded and carried unanimously.

Respectfully Submitted,
Joycelyn Lopez