



The Ocotillo Community Association

C/o Premier Community Management, Inc.
PO Box 12510, Chandler, Arizona 85248
Office: (480) 704-2900 ? Fax: (480) 704-2905

OPEN SESSION MINUTES March 25, 2008

The Meeting was convened in the Conference Room at First Federal Credit Union building and called to order at 6:35PM by President Mike Palermo. Other Board attendees included: Vice President Wally Brown, Treasurer Gina Phalen, Secretary Roger Stage and Director Donna DeVoe. Quorum was duly noted and recorded. Also in attendance from Premier Community Management, Inc. (PCM) were General Manager Lynne Kerley, Assistant Manager Dana Stevens, Compliance Manager Annie Colegrove and Pat Wontor who will become the PCM General Manager for Ocotillo after Lynne's departure in early April.

I. Pledge of Allegiance

II. Approval of Minutes

Donna motioned to approve the February 25, 2008 open session minutes as written. Gina seconded the motion. Motion passed, with Roger abstaining as he missed that meeting.

III. Treasurer's Report

Gina presented the financial summary. As of the end of February, operating account balance was \$143,820, total liabilities & equity was \$869,879 and total reserves at \$684,153. Variances from budget noted.

Month to date (MTD) income is running 2% under budget, year to date (YTD) 5% under budget. Expenses are running MTD 15% under budget, YTD under budget 13%.

Short fall in income from residential assessments noted and explained by Lynne to be due to the mortgage crises impacting Ocotillo home owners.

IV. Main Monument & Vistas/Islands Discussion

- Vistas/Islands

Julie Dameron presented the latest status based on meetings with Vollmer & Associates. Current Vollmer estimates for the design ideas under discussion are approximately \$215,000 vs. the starting point of approximately \$150,000. Julie stepped through a list of some of the design idea changes including the guardhouse, gates, key pad, foliage selection and size, turf area, and granite.

Expectation is that plans will be available to show to the Committee, the Board and homeowners prior to a town hall type meeting, hopefully by the April meeting.

There are some items that will likely be dropped and thus reduce the overall cost. The original intent was to limit cost so the special assessment would be about \$1,500 per house but current estimate puts it at \$2,200. Discussion about whether there may be an option of using Vistas reserve funds to help with homeowners who might not be able to write a check. Mike outlined some of the potential legal and financial challenges of such an approach.

Discussion about whether all homeowners in the Vistas and Islands are aware of the effort to make these changes. In spite of the e-mail in circulation, a letter to all homeowners to explain what is going on would be a good way to avoid some difficulties.

- **Main Monument**

Current concept estimate is \$260,000. Last year the Board ear-marked \$75,000 but did not spend any of it. The 2008 budget has \$150,000 for the main monument.

Mike gave an overview description of the key design ideas included in the concept including turf, trees, lighting, accent tiling, jet fountains, etc. The real drama, as Mike noted, will be trying to put trees on the island as a helicopter might be needed. Other options need further exploration before any decisions are made.

Next step in the process would be to have formal plans drawn up. This will require a commitment of somewhere of \$15,000 to \$20,000.

The Board agreed that drawings and explanation of the concept should be provided at the Annual Meeting in order to solicit comments. A rep from Vollmer & Associates should also attend to answer questions if possible.

V. Design Review Board Agreement

Lynne explained that an action in lieu of meeting was enacted since the last meeting to continue to have the ODRB responsibilities contracted with Ocotillo Companies LLC. The purpose of this agenda item is to formally document the contract and its approval.

VI. Manager's Report

- **Crown Point Water Features / Reclaimed Pipeline Maintenance Agreement Renewal**
The purpose is to have the OCA provide basic maintenance to Crown Point for all CPCA water features and reclaimed pipeline. This contract is a continuation of one that has been in place for several years.

Discussion about the labor fee for routine maintenance as work above and beyond routine would be charged separately.

Motion by Mike to set the monthly maintenance fee at \$150/month, materials will be charged at cost plus 15% and labor charged at a minimum of \$45/hour for anything

above and beyond the listed routine maintenance scope of work. Wally seconded. Motion approved unanimously.

- Annual Meeting Agenda
Meeting is April 9 and starts at 6:00PM. Board members should arrive a little early. Carpenter Hazelwood will tally the mail in ballots and Josh will be present to add the ballots submitted at the meeting. Reviewed the agenda.

VII. Violation Report (Dana Stevens)

There has been an increase in satellite dish violations as well as parking violations for trailers and RV parking. Landscaping violations for weeds are also up. Resales were 12 in February which is up from 0 in January, that's good news.

VIII. Other Business

Wally highlighted some tips for effective meetings he read in a recent issue of Common Ground from CAI. One was that the minutes from the Board Secretary should not be captured by the Secretary during the meeting as it impedes participation. An option is to have someone from the management company take the minutes and submit to the Secretary for review. Another option is to hire it done on a per meeting basis. Agreement to look into the options and discuss at the next Board meeting.

IX. Adjournment

Roger motioned for adjournment at 8:05PM. Donna seconded the motion. Motion passed.

Respectfully Submitted,



Roger Stage
Secretary, The Ocotillo Community Association