



The Ocotillo Community Association

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

November 19, 2009

The Meeting was convened in the Conference Room at Premier Community Management and called to order at 3:05 PM by President - Mike Palermo, Other Board attendees included: Vice President – Wally Brown, Treasurer – Julie Dameron, Director – Susana Lewis, and Secretary - Donna DeVoe – 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, Compliance Manager - Annie Colegrove and Facility Maintenance Supervisor – Brandon Flavin.

I. Pledge of Allegiance:

II. Approval of Minutes:

Julie motioned to approve the November 10, 2009 Open Session minutes as presented, motion seconded, the motion carried unanimously.

III. Treasurer's Report:

Julie presented the financial summary report for October 2009.

As of October 31, 2009 the operating account balance was \$392,519.14, total liabilities & equity was \$1,188,215.35 and total reserves were \$769,978.66. Variances from budget were noted.

Month to date (MTD) income is 4% under budget, and year to date (YTD) income is 0.89% over budget (\$16,999). Month to date (MTD) expenses are 7.1% under budget, and YTD 14.0% under budget (\$267,995).

The Chase Time Dep. will mature on 12/28/09 in the amount of \$59,874.46. The US Bank CD 2037 will mature on 1/15/10 in the amount of \$126,407.91.

IV. Review Playground Equipment Proposals for Blue Heron Park:

Overview of proposals submitted by Recreation Design Concepts, Sunstate Recreation, Dave Bang & Associates and Exerplay, Inc. It was the Board's decision to replace the existing playground equipment as it will be more cost effective than removing and saving the slide.

- Exerplay – Proposal is in the amount of \$17,602.00. They are giving 20% discount and including 2 years of quarterly inspections and maintenance. Proposal does not include price for installation.
- Dave Bang and Associates – Proposal is in the amount of \$23,897.50. Discount is included in the proposal.
- Sunstate Recreation – Proposal is in the amount of \$17,808.00.
- Recreation Design Concepts – Proposal is in the amount of \$22,413.00.

After discussion, it was agreed to go look at a recent installation in Glendale before a decision is made. Awarding the playground contract was tabled until the next scheduled meeting on Tuesday, December 1, 2009 at 3:30 PM.

V. Review Underwater Lighting Proposals for Main Monument:

Overview of proposals submitted by Pacific Aquascape, G3 Electric and AAA Landscaping. The major price difference is in product and wattage proposed.

Pacific Aquascape's proposal is in the amount of \$42,350.00 for 25-300 watt lights. G3 Electric's proposal is in the amount of \$29,250.00 for 25-150 watt lights. AAA Landscape's proposal is in the amount of \$10,205.00 for 29-50 watt low voltage lights.

The discussion was tabled until the next scheduled meeting on Tuesday, December 1, 2009. The Board requested sample locations to view the different lighting options before their next meeting. The Board would also like to know the warranty information on all proposals for equipment, labor and materials, when each contractor can get started and if they need to do anything such as shut the water off. The original drawings will be checked for the original lights installed and their wattage.

VI. Laptop Purchase

The concept of changing the distribution of hard copy board packets for each monthly meeting has been discussed for some time as a result of the paper and copying costs involved with preparing and distributing the packets. The option of automating the process by purchasing laptops for each Board member to use for OCA business only was explored. Not only would this be a long term cost savings for the association, but would also provide more protection and confidentiality of OCA business material. After further discussion, Julie motioned to approve the purchase of five (5) Dell Inspiron 1541 laptops, including Office Standard 2007 software for each one and a Norton 360 5-User license, in an amount not to exceed \$3,850.00 (without including the 2 year protection plan). Motion seconded, motion carried unanimously.

VII. Approve Waiver for Pool Installation

Julie motioned to approve the Release Agreement for the owner of Lot #31 of Ocotillo East Parcel 3, Donna J. Caratozzolo, regarding construction of the negative edge pool subject to the owner paying all legal fees required to draft the document. Motion seconded, motion carried unanimously.

VIII. Spyglass Bay Entrance Renovation

Overview of drawings submitted by Jim Smith at Vollmer & Associates for different options for the Spyglass Bay entrance. Pricing was not submitted with the drawings. The Board likes option B,C & G.

IX. Discussion on Ornamentation Guideline

Overview of the current draft language for the revised ornamentation section of the Design Guidelines was discussed.

X. Adjournment

Julie motioned to adjourn the meeting at 5:43 PM, motion seconded, the motion carried unanimously.

Respectfully Submitted,
Nichole Kuhstoss