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# The Ocotillo Community Association

C/o Premier Community Management, Inc.  
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## OPEN SESSION MINUTES February 24, 2009

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The Meeting was convened in the Conference Room at First Federal Credit Union building and called to order at 6:28PM by President – Mike Palermo. Other Board attendees included: Vice President – Wally Brown, Secretary - Julie Dameron, Treasurer - Roger Stage, and Director – Dona DeVoe. 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 - Annie Colegrove

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

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

Roger motioned to approve the January 27, 2009 Open Session minutes as presented, motion seconded, the motion carried by a majority vote - Mike Palermo and Donna DeVoe abstained.

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

Roger presented the financial summary report for January 2009.

As of January 31, 2009 the operating account balance was \$215,359.42, total liabilities & equity were \$1,134,195.33 and total reserves were \$885,704.47.

Variances from budget were noted.

Month to date (MTD) income is running 2.0% under budget, and year to date (YTD) income is 2.0% under budget. Expenses are running MTD 29.4% under budget, and YTD 29.4% under budget.

The Board discussed the concerns of maintaining funds that are over the FDIC limit in each financial institution. Roger requested Pat to:

1. Confirm if accounts at Wells Fargo can be opened without personal information requirements.
2. Confirm that US Bank is insured two times the FDIC limit, and carries a surety bond.
3. Based on information obtained, determine where to increase CD purchase to move money out of Money Market.

### **IV. Vista/Island Entrance – Reduced Project Scope:**

Julie proposed a modified renovation plan for the front entrance at The Vistas/Island. The change includes new Iron gates, gate operators, intercom, keypad, stoning the gate house and columns, lighting, landscape and paint.

Julie requested to have an additional key pad placed on the inside of the community so that bikers and walkers can use the vehicular gates to exit. The Board agreed to wait until later in the project to discuss this option.

Roger motioned to approve the expenditure to BiltRite Gates in the amount of \$16,070 plus tax for two custom entry gates, two custom pedestrian gates, two pedestrian gate keypad locks, and decorative iron detail for gate window per the proposal dated January 29, 2009 and approve the expenditure to Park Pro not to exceed \$15,000 for four new Elite CSW-200 gate operators and an Elite EL-2000 visitor

telephone system per the proposal dated February 23, 2009, motion seconded, the motion carried by a majority vote - Julie abstained.

**V. Main Monument Renovation Update:**

Mike gave an update on the main monument renovation project.

The Board reviewed the contract offered by Pacific Aquascape Inc. for \$55,300 to add new fountain clusters to the existing entry water feature in the upper pond.

Mike reported that a pre-bid meeting is scheduled for March 9<sup>th</sup>, and the proposals should be included on the March Board meeting agenda for selection and approval.

Roger motioned to accept the bid from Pacific Aquascape Inc. for a cost of \$55,300 for the Entry Water Feature Fountain Modifications as presented with the change to the Terms and Conditions to remove California Law and replace it with Arizona law, motion seconded, motion carried unanimously.

**VI. Annual Meeting Update:**

Pat presented the Board with the annual meeting mailing documents. The annual meeting ballots and notices will go to print on March 4<sup>th</sup> with mailing scheduled the week of March 9th.

**VII. Managers Report:**

Pat reviewed the management report for the month of February 2009.

- Proposed Spyglass Bay Entrance Upgrade: Dana updated the Board regarding the Spyglass Bay monument modification. Dana will obtain the final installation figures for the monument for the March Board meeting.
- Website Update: Pat has received one bid to rebuild the website. Premier will continue to research more website choices.
- Tennis Court Resurface: Pat presented two proposals by General Acrylics to replace the chain link fence and repaint frame work on two tennis courts and repair & resurface two concrete tennis courts. Pat will continue to acquire additional proposals for the March Board meeting.

**VIII. Price Road Gateway Sign:**

The Board discussed the Price Road signage.

**IX. Violation Report:**

Dana reviewed the violation report for the month of January 2009. Dana reported that there was a slight increase in violations during the month of January. Most of the infractions were due to holiday lighting.

**X. Adjournment**

Roger motioned to adjourn the meeting at 8:02PM, motion seconded, the motion carried unanimously.

Respectfully Submitted,  
Ursula Looper