



The Ocotillo Community Association

C/o Premier Community Management, Inc.
PO Box 12510, Chandler, Arizona 85248
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OPEN SESSION MINUTES September 22, 2009

The Meeting was convened in the Conference Room at First Federal Credit Union building and called to order at 6:09 PM by Vice President – Wally Brown, Other Board attendees included: Secretary – Donna DeVoe, Treasurer – Julie Dameron, 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 - Annie Colegrove

I. Pledge of Allegiance:

II. Approval of Minutes:

Donna motioned to approve the August 25, 2009 Open Session minutes as presented, motion seconded, the motion carried unanimously.

III. Treasurer's Report:

Julie presented the financial summary report for August 2009.

As of August 31, 2009 the operating account balance was \$381,854.10, total liabilities & equity was \$1,172,882.60 and total reserves were \$763,649.28. Variances from budget were noted.

Month to date (MTD) income is 6.87% over budget, and year to date (YTD) income is 1.50% over budget. Month to date (MTD) expenses are 22.75% under budget, and YTD 15.3% under budget.

IV. Resolution of the Vista's 2008 Special Assessment:

Pat reported that the Special Assessment vote, approved by members of the Vista's community in 2008, is still active and continues to be identified on the home sale disclosures. Since the renovation was completed without the Board assessing the additional amount to fund the project, the special assessment should be retired.

Donna motioned to retire the Vista's 2008 Special Assessment for \$2,200 effective September 22, 2009, motioned seconded, motion carried unanimously.

V. Change in Collection Services Provider:

Donna motioned to cancel the collection services with attorney, Burt Cohen and turn all open accounts held at Burt Cohen's over to Carpenter Hazelwood PLC, effective immediately, motion seconded, motion carried unanimously.

Susana motioned to authorize the resolution approving the "Soft Costs" waiver program offered by Carpenter Hazelwood PLC, to have unrestricted "No limits" to waive the late charges, and unrestricted "No limits" for fines, only if the violation has been cured, motion seconded, motion carried unanimously.

VI. 2010 Budget – 1st Draft Review & Discussion:

Pat and Julie reported on the first draft of the 2010 budget. The anticipated reserve expenditures for 2010 were reviewed by the Board.

It was noted that there are two significant expense decreases for the 2010 budget. The landscape maintenance contract will be reduced 6% from 2009 (almost \$36,000 savings) and insurance expenses are lower in 2009 after changing companies (\$28,000 savings).

Julie proposed utilizing the current excess funds in the operating account to replace worn play equipment throughout the three parks.

VII. Discussion on Distribution Method for Updated Design Guidelines:

The Board reviewed various options to distribute the updated design guidelines to the homeowners at minimum cost.

VIII. Managers Report:

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

- Reserve Study Update: Pat reported that they are waiting on the reserve study report from RSI.
- Main Monument Renovation Project: Pat reported that the monument project has been completed and the 90-day maintenance period has begun. The total cost for all phases and all vendors was \$286,345.68.

IX. Violation Report:

Dana reviewed the violation report for the month of August 2009. Dana reported that inspections for over seeding will begin in early November.

X. Adjournment

Donna motioned to adjourn the meeting at 7:04 PM, motion seconded, the motion carried unanimously.

Respectfully Submitted,
Ursula Looper