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# The Ocotillo Community Association

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

January 26, 2010

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The Meeting was convened in the Conference Room at Premier Community Management and called to order at 6:09 PM by President - Mike Palermo, Other Board attendees included: Vice President – Wally Brown, Treasurer – Julie Dameron, Director – Susana Lewis. Excused - Donna 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, Compliance Manager - Annie Colegrove.

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

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

Julie motioned to approve the November 19, 200 Open Session minutes as presented, motion seconded, the motion carried unanimously.

Susana motioned to approve the December 1, 2009 Open Session minutes as presented, motion seconded, the motion carried unanimously.

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

Julie presented the financial summary report for December 2009.

As of December 31, 2009 the operating account balance was \$335,453.61 total liabilities & equity was \$1,174,861.02 and total reserves were \$815,359.79. Variances from budget were noted.

Month to date (MTD) income is 7.33% under budget, and year to date (YTD) income is 0.05% under budget (\$1,116.13). Month to date (MTD) expenses are 22.2% over budget, and YTD expenses are 8.7% under budget (\$198,948.00).

YTD Expenses were \$198,948 under budget; therefore the OCA had a net gain of \$197,832 for 2009.

The reserves are currently 84.34% funded for the Master Association per the 2008 Reserve Study.

### **IV. 2010 Annual Meeting Schedule:**

Overview of Annual Meeting Schedule. The Annual Meeting will be held on Tuesday, April 6, 2010.

Susana and Donna appointed as the nominating committee. Julie, Wally and Mike's positions will be up for election.

### **V. Design Guideline Update – Review Changes:**

Overview of changes made on the Design Guidelines. One major change was regarding the yard art. Proposed change: Prohibiting yard art if over 24" ...if less than 24" needs to be behind a pony wall or within 10 feet of the front door. Josh Bolen will review the proposed changes.

The Design Guidelines will be finalized and Josh's changes added by the February meeting.

**VI. Spyglass Bay Entrance Renovation:**

Overview of drawings submitted by Vollmer & Associates. The Board prefers Option B. The Board discussed concerns about the letters, and want to make sure they are installed and anchored securely given their location. Specs will be obtained from Vollmer so that pricing can be obtained for completing the project.

**VII. Vault 14 Aeration Repairs:**

In vaults 13 & 14 at Ocotillo Lakes, both Kaeser Blowers are down that Clearwater Engineering installed initially. Two proposals have been received so far from Foster Electric and Clearwater Engineering. Foster Electric's proposal is for (2) blowers (\$23,810.00) and labor \$1,950.00, for a total of \$25,760.00.

Clearwater Engineering submitted proposal for the 2 blowers and labor to install in the amount of \$31,983.32.

The proposals received so far offer 1-year parts and labor warranty and an extended 3-year manufacturer's warranty, as long as the Busch Maintenance Kits are used during the warranty period. The estimated time for equipment delivery from dated of order with Foster Electric is 60days. The estimated installation time after receipt of equipment is three (3) days.

An additional proposal from Pace is anticipated in the next few days.

The Board tabled the decision on the vault proposals until additional information is received.

**VIII. Park Playground Equipment:**

Serenity Bend Park – Dana is working with Sunstate on ideas for this park. Proposals will be reviewed at the meeting in February.

**IX. Manager's Report:**

Pat reviewed the management report for the month of January 2010.

- Our general liability insurance policy premium will decrease about \$3,000.00 for our 2010 renewal.
- Discussed the AAA proposal to spray the olive trees to prevent them from bearing fruit. The Board agreed not to spray them.
- Reviewed damage from the recent storm.

**X. Violation Report:**

Dana reviewed the violation report for the month of December 2009. November and December violations focused on over seeding.

**XI. Adjournment**

Julie motioned to adjourn the meeting at 7:07 PM, motion seconded, the motion carried unanimously.

Respectfully Submitted,  
Nichole Kuhstoss