Minutes of The Meeting, March 1 2022

Dereck Dujardin opened the meeting, called to order at 5:29 PM

All Board members were present except Mary Hull. Matthew Pavese Owner in Unit 613 attended as well. Ariel Endress in unit 822 was supposed to attend but was a no show.

Old Business – Pam Illy , new bookkeeper, has purchased Quicken software and a HOA laptop to begin as the new bookkeeper. Pam and Cindy are in the process of closing the B of A account and moving all funds locally to our Wells Fargo account. This process should be completed by end of March.

Derek and Pam to discuss CD monies still in B of A and when best to move these funds by maturity date.

Old Business –Stair Update – Mark Eckels has money to purchase materials and can begin the stair project at S 111 building by next week, March 7th.

Old Business – Water Shut Off – Board approved to have Verde Valley Plumbing start the replacement project for water valves at each unit where handles are old and unable to turn properly. Estimated cost 3550$ Susan Quitt made the motion, Debbie Midkiff 2nd and all voted yes.

Old Business – Baum Fire – Time to call for inspection of Fire Alarm and systems.

New Business – Matthew Pavese, owner for unit 613 attended the meeting to discuss the culvert area near his property that floods during monsoon season. Longfellow Excavation analyzed the issue in the back area South property and gave an estimate on how to fix this issue. Debbie Midkiff motioned to accept the quote, Susan Quitt 2nd motion all approved. Project to start end of March, early April. 16,500$ to complete this. Out of 5 excavators and 2 construction companies, only 2 responded and only 1 could actually do the work.

Lightbulb Replacement – All lights were replaced last month and fixtures cleaned outside of all units. Tabling further discussion on this for next meeting.

New Business – Back Flo Testing – Todd Brock will be contacted in May to begin the testing project.

New Business – Vortex Pool to reopen pool in April, CM to get details for him and ensure pool gets open by April 15th. Pool temp to be 82, spa temp to be 102.

Broken Fence – Still needing parts for replacement, no update from Handyman who started project. CM has been contacting often but no parts as yet. Once we get the bill further discussion needed on requesting payment from owner who we think caused this issue. Further discussion next meeting.

Deb Midkiff to include pages of rules and policies in a folder and give to new owners in their welcome packages. Many new owners do not know polices of complex and this is one way to assist in disseminating information to avoid issues. Agents who sell units are supposed to have CCR’s sent as part of escrow package, and advise buyers of all rules and direct them to our website.

Bernard Lopez – Derek to find out from Pam if he is paid in full as he had slipped again in payments.

Derek to start posting minutes of all meetings on the website so everyone has access to minutes.

Emergency Projects – Board discussed having each member handle emergencies as they arise. Weekends and evenings are difficult to get covered. Further discussion on this when all board members are at next meeting. Discussion about compensation for emergencies in off hours should we have to be there to handle various situations.

Duties of PM – Discussion around who to contact when there are people issues at the complex. People living in units whether owner or tenant should always try to resolve an issue first with each other. PM is not the first point of contact on an issue between people who live here. People need to take responsibility for their issue and try to work them out first. If parties do not comply, if issue continues, then owners are to contact the PM and report ( in writing ) what the issue is. PM will advise owner of the unit about the issue ( in writing ) and / or their unit PM, to get issue resolved. If the issues are not resolved fines are levied to the owners of the unit not addressing or solving the issue. Each owner must take responsibility for tenant actions when not in compliance.

Open Discussion – Matt Pavese Owner of unit 613 had a few questions and was very appreciative of getting wash clean up approved to help mitigate further drainage issues. Matt offered to paint a few areas on the building ( touch Up ) to make them look belter at a few corners. Paint can be found at Sherman Williams in town. Painting of the entire complex is scheduled for 2023 and money being saved is budget as this is a very expensive project.

Derek adjourned meeting at 6:51 PM