

Desert Breeze Villas Condominiums  
**General Session Minutes**  
September 22, 2015

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Desert Breeze Villas Condominium Association Board of Directors was held on September 22, 2015 at the community clubhouse, 10030 W. Indian School Phoenix, AZ 85037.

**Attendance**

**Directors Present**

Chuck Scott	President (via phone)
Roman Semaniuk	Vice President
Jeff Howard	Treasurer
MaryAnn Mikulak	Secretary
Hugo Heidinger	Director (via phone)

**Others Present**

Judee Parker, CAAM, CMCA, AMS	Total Property Management
-------------------------------	---------------------------

**CALL TO ORDER**

A quorum was present, and Board Vice President, Roman Semaniuk, called the meeting to order at 6:00 p.m. It was noted that Homeowners would be allowed to comment prior to any vote being taken and that a separate Homeowner Open Forum would be held at the end of the meeting for any new items.

**CONSENT CALENDAR**

A MOTION WAS DULY MADE, SECONDED, AND UNANIMOUSLY CARRIED to approve the consent calendar, which consisted of the following items:

- May 26, 2015, 2015 General Session Minutes.
- June 22, 2015 Action without Meeting Minutes to approve renewal of the association's general liability insurance, D & O, and workers comp with Philadelphia for the total annual premium of \$25,512.00.
- July 10, 2015 Action without Meeting Minutes to approve the proposal submitted by Dynamite Paving to repair the asphalt between buildings 9 & 11 damaged by a main line water break for the total cost of \$3,905.00.
- July 13, 2015 Action without Meeting Minutes to approve the change order submitted by Dynamite Paving for additional repairs for the total cost of \$3,105.00.
- September 13, 2015 Action without Meeting Minutes to approve the proposal submitted by Mariposa Landscape for the trimming of 28 Mexican fan palm trees for the total cost of \$1,120.00.
- May, June, July and August 2015 Financial Statements.

**MANAGEMENT FINANCIAL REPORT**

**Financial Status of the Association**

As of August 31, 2015 the Pacific Western Checking Account balance is \$48,008.27 and the reserve account balance is \$592,880.39. This item has been included for informational purposes only and requires no action.

**CD Renewal**

Management informed the Board that the following CD matured on September 15, 2015 and a decision needs to be made as to whether or not the funds will be invested for an additional term or remain liquid due to upcoming or anticipated projects. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve reinvesting \$75,000.00 for an additional 12-month term and leaving \$50,000.00 liquid.

- G/L # 1221 – Bank of Baroda - \$125,000.00

**2016 Proposed Budget**

Management prepared the proposed 2016 budget, which was presented to the Board for review. The proposed budget is based on a 12-month actual average of costs and contains typical increases in utilities at the anticipated rate of 2%, increases in insurance coverage as per agent, current contract rates, and actual averages and reserve funding in the amount of \$7,638.50 per month as recommended in the most recent reserve study. This budget DOES contain a modest 2.3% INCREASE, which if approved, raises the monthly assessment from \$215.00 to \$220.00 per unit per month. Management further informed the Board that the assessments had not increased since 2012. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the budget as presented.

**BOARD DISCUSSION/MANAGEMENT REPORT**

**Mariposa Landscape Proposal – Tree Trimming**

Mariposa Landscape submitted a 3-year tree trimming proposal that includes the trimming of 164 trees during the spring and fall seasons, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the 3-year proposal for the total cost of \$7,240.00 per year.

**Mariposa Landscape Proposal – Remove/Replace Bird of Paradise**

Mariposa Landscape submitted a proposal for the removal of 66 Tropical Birds of Paradise at the entry of units to be replaced with Lantana, Outback Sunrise, Carrisa, Regal Mist and Ruellia Brittonia, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal that will be amended in price for the removal of only dead/dying Bird of Paradise for a cost not to exceed \$2,663.00.

**Fitness Equipment Maintenance Proposal**

Management informed the Board that the current fitness equipment maintenance company, Appetite for Fitness, recently closed their business. Due to the loss of the gym equipment maintenance contractor, management obtained a proposal from Above & Beyond Fitness, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for the cost of \$90.00 per visit to be performed on a quarterly basis.

**Pool Deck Resurface Proposals**

Management obtained a proposal from Coral Pools, Tribal Waters and Desert Pool for the resurfacing of the community pool deck, which were presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal submitted by Coral Pools for the resurfacing of the pool deck using a flagstone lace pattern for the total cost of \$20,835.00.

**Policy Regarding Emergency Relocation, damages, etc.**

Management informed the Board that the Association may wish to consider creating a policy which addresses the association's responsibility and the owner's responsibility during emergencies that may occur resulting in relocation, personal property damages, etc. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the creation of a policy that once approved, will be published to the membership.

**HOMEOWNER OPEN FORUM**

Homeowners were present at this meeting at which time a brief question and answer period ensued.

**ADJOURN**

There being no additional business to come before at this time, A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to adjourn the meeting to Executive Session at 6:49 p.m.

ATTEST:

  
\_\_\_\_\_  
Signature

2015 NOV 24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

Nov 24 / 15  
\_\_\_\_\_  
Date