

Desert Breeze Villas Condominiums

**General Session Minutes**

November 22, 2016

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Desert Breeze Villas Condominium Association Board of Directors was held on November 22, 2016 at the community clubhouse, 10030 W. Indian School Phoenix, AZ 85037.

**Attendance**

**Directors Present**

Chuck Scott	President
Roman Semaniuk	Vice President
MaryAnn Mikulak	Secretary
Cal Green	Member at Large

**Directors Absent**

Hugo Heidinger	Treasurer
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**Others Present**

Judee Parker, CAAM, CMCA, AMS	Total Property Management
Jonathan Olcott	Law Office o Brown   Olcott

**CALL TO ORDER**

A quorum was present, and Board President Chuck Scott called the meeting to order at 6:49 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 CARRIED to approve the following consent calendar items:

- July 26, 2016 General Session Minutes.
- September 2016 Financial Statements.

**MANAGEMENT FINANCIAL REPORT**

**Financial Status of the Association**

As of September 30, 2016 the Pacific Western Checking Account balance is \$88,490.78 and the reserve account balance is \$574,023.31. This item has been included for informational purposes only and requires no action.

**Maturing CD**

Management informed the Board that the following CD's are due to mature on December 27, 2016 and a decision would need to be made as to whether or not the funds will be invested for an additional term or remain liquid for any upcoming or anticipated projects. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve reinvesting \$25,000.00 from each CD for an additional 12-month term and depositing the remaining funds from each account into the money market.

- G/L # 1200 - BNC - \$25,000.00 12- month CD with \$54,881.05 to money market.
- G/L # 1201 - BNC - \$25,000.00 12-month CD with \$54,881.11 to money market.

### **2017 Proposed Budget**

Management presented the proposed 2017 budget which 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 \$7,867.67 per month as recommended in the most recent reserve study. This budget DOES contain a 2% INCREASE. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the budget with the following change:

- Monthly assessment shall be \$225.00 per unit per month in lieu of the proposed \$224.29 per unit per month.

### **2016 Annual financial report and taxes**

Management obtained a proposal from Ginsburg & Dwailibee for preparation of year end taxes and a compilation report, review report or audit, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for filing of taxes and preparation of a compilation report for the total cost of \$750.00.

### **BOARD DISCUSSION/MANAGEMENT REPORT**

#### **Mariposa Bid – Removal of Queen Palms around Pool**

Mariposa Landscape advised that the queen palms located in and around the pool area have frizzle top which cannot be cured. As such, a proposal was submitted for the removal of eight (8) queen palms, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for the total cost of \$1,690.23.

#### **Mariposa Landscape Bid – Replacement of Removed Queen Palm Trees around Pool**

Mariposa Landscape submitted a proposal to replace the removed queen palm trees around the pool with eight (8) Mexican fan palm trees, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for the total cost of \$2,155.13.

#### **Goodwill Maintenance Bid – Backflow Cage Installation**

Goodwill Maintenance submitted a proposal for the installation of three (3) backflow cages and three (3) cement pads to secure the community backflow devices, which was submitted to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to direct management to obtain an amended bid for one (1) backflow cage and cement pad that would enclose all three backflows and to approve the amended bid for a cost not to exceed \$2,492.98.

#### **Request for Architectural Variance – Nickel Plated Keyless Entry – Unit # 116**

The owner of the above listed property submitted correspondence requesting a variance to have a nickel plated combination keypad lock on the front door. The owner reported that he was unable to find this type of lock in bronze so he selected the nickel plated. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the variance and to permit use of nickel plated locks and handles within the community.

**Rules & Regulations – Amendment – Leashed Pets**

A brief discussion ensued to determine if the rules and regulations would benefit from an amendment that requires all animals to be on a leash vs. the existing rule whereas the requirement only pertains to dogs. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to table this item to the next meeting pending further review and discussion.

**HOMEOWNER OPEN FORUM**

Several homeowners were present at this meeting to discuss the pool deck project, spa discoloration of plaster, installation of a pool shower, vehicle gate being left open during a recent repair, surveillance cameras, feral cats, purchasing more elliptical machines for gym, tree trimming and perimeter walls being raised or Shepard hooks being installed.

**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 8:10 p.m.

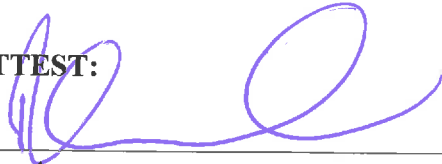
**ATTEST:**

Signature

Date

Signature

Date



JAN 24 / 17



Jan 24 / 17