

Desert Breeze Villas Condominiums
General Session Minutes
November 24, 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 November 24, 2015 at the community clubhouse, 10030 W. Indian School Phoenix, AZ 85037.

Attendance

Directors Present

Chuck Scott	President
MaryAnn Mikulak	Secretary (via phone conference)
Hugo Heidinger	Director

Directors Absent

Roman Semaniuk	Vice President
Jeff Howard	Treasurer

Others Present

Judee Parker, CAAM, CMCA, AMS	Total Property Management
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CALL TO ORDER

A quorum was present, and Board President Chuck Scott 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.

Guest Speaker – Paul Eaves – Nu Flow

Paul Eaves of Nu Flow was present at this meeting to discuss their proposal to epoxy line the sewer pipes of five buildings that experience frequent back ups due to tree roots and to answer questions posed by the Board and homeowners present.

CONSENT CALENDAR

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

- September 22, 2015, 2015 General Session Minutes.
- October 3, 2015 Action without Meeting Minutes to approve Hugo Heidinger to purchase replacement barbecue parts for a cost not to exceed \$1,000.00.
- October 6, 2015 Action without Meeting Minutes to approve the proposal submitted by Renco Roofing to re-secure slipped roof tiles and removal of debris of units #269-272 (bldg. 21) for the total cost of \$1,000.00.
- September & October 2015 Financial Statements.

MANAGEMENT FINANCIAL REPORT

Financial Status of the Association

As of October 31, 2015 the Pacific Western Checking Account balance is \$54,976.95 and the reserve account balance is \$596,747.89. This item has been included for informational purposes only and requires no action.

CD Renewal

Management informed the Board that the following CD is due to mature on January 27, 2016 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 the CD's for an additional 12-month term.

- G/L # 1200 – BNC - \$79,721.61.
- G/L # 1201 – BNC - \$79,721.61

Proposal - 2015 Annual financial report and taxes

Management obtained a proposal 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 submitted by Ginsburg & Dwailibee for filing of taxes and preparation of a compilation report for the total cost of \$750.00.

Workers Comp Insurance Renewal – Hanover Insurance Group

Management informed the Board that the Association's workers comp insurance policy is due to renew on January 30, 2016 for the total annual premium is \$704.00. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to deny renewal of the workers comp policy as the association does not currently have any employees.

BOARD DISCUSSION/MANAGEMENT REPORT

Proposals -Sewer Line – Replacement/Epoxy Line

Management informed the Board that the sewer lines were video taped to determine what lines need to be replaced or epoxy lined to eliminate the back ups that occur. Based on the results of the video camera, a proposal was obtained from Nu Flow to epoxy line the pipes along with a proposal from Plumbing Masters to replace the sections of affected pipes, which were presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal submitted by Nu Flow to epoxy line the sections of affected pipes at buildings 1, 2, 3, 4, & 21 for the total cost of \$3,600.00.

Mariposa Landscape Proposal – Removal of Mesquite Tree – Building # 16

Mariposa Landscape submitted a proposal for the removal of the large leaning mesquite tree located in front of the patio of unit # 150 directly across from the pool, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for removal of the tree to be replaced with two 24" box trees for the total cost of \$1,202.55.

Preventative Roof Maintenance Proposals

Management obtained proposals from Paramount Roofing, Renco Roofing and Southwest Roofing for the cleaning of roofs, re-securing of slipped tiles, and replacement of broken tiles, which were presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal submitted by Renco Roofing for the total cost of \$6,600.00.

Painting of Buildings – Discussion

At the last meeting, the Board requested that a discussion item be placed on the agenda to determine if the painting of buildings should be completed at this time, and if so, should it be done as a one or two year project. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to defer the painting project at this time to a later date to be determined by the Board.

Emergency Maintenance Policy

At the last meeting, the Board denied having corporate counsel create an emergency maintenance policy that addresses relocation issues and time frames for repairs when a common area component fails. At that time, it was requested that management prepare a document that outlines this information which was completed and presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the emergency maintenance policy as presented.

Amended Rules & Regulations

Recently, management has received notification from owners/residents regarding unknown vehicles parking in their assigned space. As there was no rule that applied to this incident, the parking rules have been amended to address these issues and clarify others as follows:

➤ **Parking and Garages**

First sentence followed by new second sentence: If someone is parked in your space or is blocking your space, call the Management Company. Added: You will need to provide the carport space number, description of vehicle and license plate.

➤ **Towing:**

Amended from 72 hours to 48 hours to be consistent with Vehicles.

➤ **New Rule # 13:**

Parking in another owners assigned parking space without authorization from that owner.

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the above changes as noted, which will be mailed to the membership and posted on the community website.

HOMEOWNER OPEN FORUM

Homeowners were present at this meeting at which time a brief question and answer period ensued regarding a change in the community website domain name from dbvcondos.com to desertbreezевillas.com, security cameras, lighting, garage tax parcels incorrectly identified, bicycles being allowed to be stored in the common area, lounge chairs, and installing more lighting between the garages.


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 7:54 p.m.

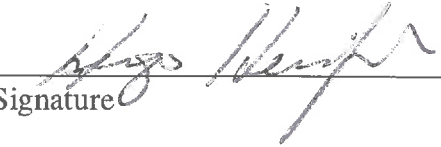
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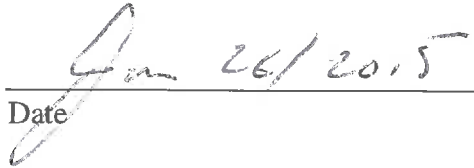
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