

Desert Breeze Villas Condominiums
General Session Minutes
November 28, 2017

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 28, 2017 at the community clubhouse, 10030 W. Indian School Phoenix, AZ 85037.

Attendance

Directors Present

Hugo Heidinger	President (via phone conference)
Cal Green	Vice President (via phone conference)
Jamie Kostick	Treasurer
MaryAnn Mikulak	Secretary
David Burdick	Member at Large (via phone conference)

Directors Absent

None

Others Present

Judee Parker, CMCA®, AMS®	Total Property Management
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Call to Order

A quorum was present, and President Hugo Heidinger 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.

Executive Session Disclosure

An announcement was made informing the members that the Board will meet in Executive Session following the Regular Session Meeting on November 28, 2017 to discuss delinquencies as permitted by A.R.S. 33-1804 (a) 3.

Consent Calendar

A motion was duly made, seconded and unanimously carried to approve the following consent calendar items:

- September 26, 2017 Regular Session Meeting Minutes.
- August, September & October 2017 Financial Statements.

Management Financial Report

Financial Status of the Association

As of September 30, 2017 the Pacific Western Checking Account balance is \$104,694.16 and the reserve account balance is \$630,079.65. This item is included for informational purposes only and requires no action.

Maturing CD's

Management informed the Board that the following CD's are due to mature on January 18, 2018 and the Board needs to make a decision as to whether or not the funds will remain liquid for any anticipated projects or be reinvested for an additional term with Morgan Stanley:

- MSRES - \$100,000.00 – 1.25%

A motion was duly made, seconded and unanimously carried to approve reinvesting the CD's for an additional 1-year term with Morgan Stanley.

2018 Proposed Budget

Management prepared the proposed 2018 budget, which was presented to the Board for review. The budget is based on a 12-month actual average of costs and contains typical increases in utilities at the anticipated rate of 3%, increases in insurance coverage as per agent, current contract rates, and actual averages and reserve funding in the amount of \$8,103.67 per month as recommended in the most recent reserve study. This budget contains NO INCREASE in monthly assessments. A motion was duly made, seconded and unanimously carried to approve the 2018 budget as presented with the monthly assessment remaining at \$225.00 per unit per month.

2017 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

Tree Trimming Proposals

Management obtained proposals from Genesis, Goodwill, Amazing Maintenance and Harris & Sons for the trimming of community trees which was presented to the Board for review. A motion was duly made, seconded and unanimously carried to approve the proposal submitted by Goodwill for the total cost of \$13,222.54.

Community Building Painting Proposals

Management obtained proposals from Pride Painting, Unforgettable Coatings, and Empire Works for the painting of all buildings, perimeter walls, monument sign, wrought iron, and barbecue structures based on specifications as prepared by Sherwin Williams which were presented to the Board for review. A motion was duly made, seconded and unanimously carried to tentatively approve a proposal for a cost not to exceed \$110, 00.00 pending receipt of additional bids and a to be obtained by the Board and the scheduling of a meeting with Dunn Edwards.

Tile Roof Replacement Proposals

Management obtained a proposal from Rain Man Roofing, TRM Roofing and Lyons Roofing for replacement of underlayment of tile roofs which were presented to the Board for review. A motion was duly made, seconded and unanimously carried to deny the proposals and direct management to obtain bids from KDK Construction and Goodwill for as needed repairs only.

Proposals - Raising of Perimeter Fencing with Shepard Hooks

Board Member Cal Green obtained a proposal from Sun King Fencing for the installation of fence extensions with Shepard hooks that would raise the perimeter fencing to a greater height in an effort to alleviate unauthorized people from entering the community. A motion was duly made, seconded and unanimously carried to table this item to the January meeting to allow out of state owners to be present.

Hiring of Full Time Contractor

A brief discussion ensued regarding the possibility of hiring a full time onsite contractor to provide general maintenance and upkeep of the grounds. A motion was duly made, seconded and unanimously carried to table further discussion of this item to the January agenda.

Annual Rules & Regulation Review for Possible Amendments

Every year, the Board revisits the rules and regulations for accuracy and to ensure that the existing rules are reasonable and serve a purpose. A motion was duly made, seconded and unanimously carried to accept the rules and regulations as currently stated with no changes.

HOMEOWNER OPEN FORUM

Three homeowner were present at this meeting at which time a brief question and answer period ensued regarding landscaping and painting.

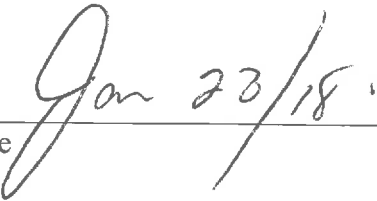
ADJOURN

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 7:06 p.m.

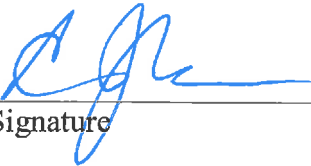
Attest:



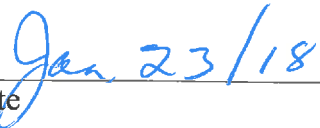
Signature



Date



Signature



Date