

Center Pointe Vistoso Community Association
Board of Directors Meeting Minutes
February 25 2020
Center Pointe Vistoso Clubhouse, 6:00 PM

Board Members Present

Adam Goldberg, President
Charlie Bowles, Vice President
Jane Baker, Treasurer
Cheryl Kensington, Chair - Architectural Review Cmte.(ARC)
Dan Sturmon, Secretary

Call to Order: Adam Goldberg called the meeting to order at 6:00 pm noting a lengthy agenda for the evening. Quorum was present.

Open Forum for Homeowners:

Preserve Open space on former golf course - A resident spoke on supporting the non-profit Preserve Vistoso (PV) organization and stressed the importance for CPV residents to support the PV's call to have a voice for the non-development of the former Vistoso golf course (aka Romspen property). The vacant land has the potential to provide CPV residents and Oro Valley the opportunity to provide natural open space and parkland that is much needed for the Rancho Vistoso area.

Platinum site tour performance is lacking - A resident noted that it is apparent Platinum is not doing their job citing residents who are not maintaining their front yards. Several residents have not removed front yard weeds for several months and the situation is worsening. The weeds are quite noticeable, showing that Platinum's site tours are not resolving the weed problem. Adam noted that a process exists for a resident to file complaints. Adam emphasized that residents should file if they see any violations occurring, such as the lack of front yard maintenance. Several attendees felt it would be unnecessary to file a complaint if Platinum was doing a proper job during the site tours.

Website Resident Directory – Security/Privacy – It was asked on the security & privacy of the website directory. Dan Sturmon, Website Committee Chair, noted a member-side only web page was going to be formed where access would be through a username and password for Association members to help ensure security for residents. Before the member-side only is built, other up-to-date concepts would be reviewed to protect the privacy of residents. The reason to evaluate other concepts is due to the lack of response from residents to the Association request about being on the Directory.

Association Ticketing Monitoring System – A member resident asked about a ticketing system to monitor the array of association violations found and/or issued by Platinum. It would be a good way to learn if violations are acted upon. The website chair acknowledged the use of ticketing systems and would look into the merits of such a system for the Association.

Pool & Equipment Update - Tom DeHerrera E-Konomy Pools:

Adam Goldberg announced that Tom DeHerrera of E-Konomy Pools wanted to briefly discuss to the Board and meeting attendees on two proposals submitted to Platinum. Mr. DeHerrera stated the

proposals were in response to the Board concern on the pool equipment breakdowns during the past few months. Mr. DeHerrera noted the current pool heating system is dependent on a single million BTU heating unit. He felt that a three (3) unit setup was the best stop gap to minimize pool heating breakdowns in case one of the heating units fail there would be two still heating the pool. Also, he submitted a proposal to replace the chlorine pellet (crystals) application with a liquid system for the pool and spa. He believed both changes would insure consistent performance in the pool/spa equipment operations.

Sparkle/Splash Pool Company – Heater Repair Update -

Introductory remarks from the Mike Marhione (company's owner) and Jacob Linnaman (Technican) revealed their experience with commercial-type pool equipment. The company has managed over 800 pools throughout Pima County. Jacob provided a brief overview of repairing the main pool heater and felt the primary failure of the main unit has been resolved. They are aware of the main unit failure after a few days of heating, but did not want to touch the electronic settings, not knowing if E-Konomy's technician changed the heat settings and contributed to it shutting down. However, Jacob noted continued efforts to trouble-shoot the heater issue and the entire spa/pool equipment assuring residents at the Board meeting they can correct the overall operation problem. Some meeting attendees indicated the pool temperature reads only 71 degrees to date and the spray nozzles are turned downward. Jacob noted the nozzles are turned down to improve circulation of the heated water in the pool. Also, Jacob did acknowledge that a series of heaters would prove 96% more operating efficiency rather than relying on one main heater unit, especially with CPV's commercial- grade pool operation.

Secretary Report/Approval of Meeting Minutes

- ****January 22, 2020 Board of Directors Meeting Minutes, subject to edit change**.**
- January 29, 2020 Board of Directors Study Session Meeting Minutes.
- February 10, 2020 Board of Directors Study Session Meeting Minutes.

Motions were made to approve and seconded for the January 29 and February 10 meeting minutes. All Board members approved the minutes.

****Edited Change:** Treasurer Jane Baker asked the January 22nd minutes be amended in the Treasurer's Report to say in the first sentence the following: "Board Treasurer, Jane Baker, gave recommendations to the rest of the Board to consider moving some Association funds to other Banks because FDIC insurance covers up to \$250,000 per depositor."

Pool - Sparkle/Splash Heater Repair & Classic Pool Diagnostic Proposal:

Discussion focused on two main vendors submitting bids to repair the main heater unit and provide a diagnostic review of the pool heater malfunction. Sparkle/Splash submitted a bid for \$1,335 to fix the main heater unit, which Board members agreed on the bid proposal. Sparkle/Splash's bid submittal on maintenance/service bid also was accepted. Motion was made to approve and seconded the Sparkle/Splash bid. All Board members unanimously approved.

The diagnostic bid submitted by Classic Pool was tabled as well as Classic's bid for weekly maintenance and chemical treatments of the main pool and spa (hot tub) facility.

In addition to the pool bidding, discussion arose noting the overall neglect of the pool equipment shown by the current pool maintenance vendor - E-Konomy Pool . Board members believed they should be terminated. A majority of the Board felt that Sparkle/Splash as a new pool vendor would improve current conditions and by keeping a daily maintenance log would help the Board to closely monitor pool maintenance and conditions. A motion to terminate E-Konomy Pool was made and seconded, all Board voted "yes" to terminate E-Konomy effective March 1.

Treasurer Report/Approval of Financial Report:

January 2020 Finance Report –

Jane Baker, Treasurer, reviewed the January monthly financials and noted they were in order. The Board unanimously approved the financial report.

Quarterly Assessment Letter - Treasurer, Jane Baker, noted the minor changes to the letter being sent to residents on the change from monthly assessments to quarterly assessments, describing the excessive Association costs in mailing the monthly billing statements to residents. The Board unanimously approved the letter's content and noted that the letter be sent to residents announcing quarterly assessments will begin effective April 1 prior to the date of March 1. The letter was signed by the Board members, dated February 24, and forwarded to Platinum Management for mailing to residents on February 28.

IRS Ruling 70-604 –

The Revenue Ruling 70-604 allows a homeowners association that has excess member income in a given tax year to roll it over to the next tax year to avoid taxation of the prior year excess member income. This revenue ruling allows an association to make an election which will remove the association's excess membership income from taxation for the year for which the election is made. If the 70-604 election is not made, the excess membership income would be taxed along with any non-membership income of the association.

The Board of Directors unanimously approved the ruling requirements and will follow the election process.

Board Officer Approval on CPV Checks exceeding \$2,000 –

Treasurer, Jane Baker, believed CPV checks exceeding \$2,000 should be approved by the Board President and Board Treasurer before checks are released for payment. The Board of Directors agreed and unanimously approved the Treasurer's request that CPV checks exceeding \$2,000 require Board Officer (President/Treasurer) approval, other than the recurring service contracts and related management activities.

Committee Reports:

Architectural Review Committee –

Cheryl Kensington, Committee Chair, noted the design guidelines are being reviewed and updated to coincide with the Maracay Builder/HOA transition. The committee reviewed 5 architectural requests and approved all 5 requests. The committee chair addressed the PMI contract regarding the company's commitment to work with the ARC. As a result, Cheryl Kensington made a motion and seconded to the following:

"I move that the ARC Chair, or a member of the ARC Committee, accompany the Manager on all site tours in the Common Areas and all neighborhoods. The Manager will concurrently witness a CC&R violation during walking tours, and will send violations under management signature. The manager will provide unredacted letters to the ARC Director, and will provide comprehensive tracking of all violations per address year-to-date no later than April 1, 2020."

The Board of Directors unanimously approved the motion as presented.

Ad Hoc Website Committee:

Dan Sturmon, Website Committee Chair, cited the progress of the web master as of February 18th. The Go-Daddy account with CPanel was created and the SSL Certificate will be added. The domain emails are created for BOD members with forward to their personal email addresses. Tests will be received shortly. Word Press program is installed with various plug-ins. The basic website is in development and tentatively planned for initial completion in approximately 4-6 weeks.

Old Business:

Action in Lieu –

The Action in Lieu approved forms were signed by each Board member. The approved forms addressed: Sparkle/Splash Estimate Fee (\$125), purchase of Lock Box for Keys, and purchase of 100 RFID tags from Kaiser Gate & Garage Co. (\$1,195.70).

Landscape – AAA Contract –

Motion was made to approve and seconded that the revised AAA Center Pointe Vistoso contract with the following edit changes –

- Page 2, Insert sentence in opening section: "All work outside of contract (such as plant removal, replacement, irrigation repairs) requires approval of Managing Agent and Board of Directors."
- All instances in contract stating only approval of managing agent add, "and Board of Directors."
- Page 2, IIA add to last sentence: "and be approved by the Management Agent and Board of Directors."
- Page 3, IV, Management of Irrigation System, Bullet B, add: "Monitor system and adjust controllers to prevent water waste, reduce water consumption".

It was noted by ARC Chair that Quarterly walk-a-round's were necessary to identify missed landscape problems and committee members would participate on a rotational basis to also help monitor irrigation leakages.

- Pages 6, Term of Management Agreement, first sentence add: ... "if agreed upon by both parties".
- Page 6, Term of Management Agreement, second sentence, insert comma after word "commencement," and then add "if agreed upon by both parties."
- Add to Page 6, Term of Management Agreement, second sentence...."and no price increase for 36 months".
- Page 8: Signature Block: change from Platinum to President, Center Pointe Vistoso Community Association.

Legal Counsel Selection – item was tabled.

Pest Control Bids –

Board consensus was to remain with Northwest Extermination. Motion was made to approve and seconded the existing annual contract. No bait stations were included in the 2020 contract and would be considered on an as-needed basis should rodents become noticeable.

Insurance Coverage Increase –

Board consensus was to accept the LaBarre/Oksnee Insurance Coverage of \$14,060 premium with an aggregate \$2 million liability umbrella with the pending expiration date of March 1. Motion was made to approve and seconded the proposed LaBarre/Oksnee Insurance coverage premium.

New Business :

Gates – Contract & Pool Entry Upgrade – Subject tabled on multi-contract proposals.

Janitorial/Pool Area Cleaning & Service –

Four bids were reviewed by the Board members with a consensus that the current vendor, Pro Care, was too expensive for the 2020 budget. Treasurer, Jane Baker, emphasized that Desert Pro Commercial proposed to provide the same equivalent services for \$5,100/year less than Pro Care. Motion was made to approve and seconded the Desert Pro Commercial proposal. All Board members unanimously approved.

Board Code of Conduct Agreement – Tabled.

Clubhouse Flagpole Bids – Bids not received – subject tabled.

Administrative Items:

RFID Tags – Purchased 100 tags for residents with faulty tags.

Clubhouse Reservation Procedures –

The reservation form was reviewed by Board members. The form content appeared acceptable. Questions arose from attendees regarding the proper way to submit the required deposit and door key access. Adam Goldberg noted that he would address the concerns and provide feedback as soon as possible to the inquiring residents.

Site Tour Letters & Tour Sheets – None were provided for review. Subject tabled.

Board Meeting 2020 Schedule –

The Board members agreed that the second Wednesday on each month would be regular meeting date of the Center Pointe Vistoso HOA Board of Directors. Board members agreed a post card with plain white background would accompany the Quarterly Letter announcement noting the scheduled Board meeting dates.

Weekly Reminders –

The Board of Directors agreed that Amanda Eubank of PMI needs to send out weekly reminders on various subjects/issues that arise among community residents. Helpful reminders like:

- Notifying residents of the RFID tags are available.
- Children under 16 need adult supervision at the pool.
- Overnight parking is not allowed.
- Pool Center parking lot is not a vehicle storage area.
- Reservation Form available to reserve recreational facilities at CPV park area.
- String lighting not allowed on resident backyard wrought fencing.
- Architectural Request Application Form is required for exterior/landscape renovations.

No more subjects addressed, meeting adjourned at 8:06 PM.

Respectively submitted by, Dan Sturmon, CPV Secretary