

**Sun Lakes Unit #19
Board of Directors
Open Session Meeting Minutes**

Monday, March 9, 2015
Cottonwood Palo Verde Sun Lakes, Phoenix Room
25630 Brentwood Drive, Chandler, AZ 85248

1. Call to Order

Lowell called the Open Session Meeting to order at 6:00 pm.

2. Certification of Quorum

Lowell Kuenzi, President

Darrell Rybloom, Vice President

Mary Parks, Treasurer

Gene Nesselhauf, Secretary

Phyllis Stephens, Director

Dick Dawson, Director

Janet Rose, Director

Lynne Nagore, Premier Community Management Representative and Kayla Hanley, Recording Secretary

Also in attendance was Alberto from CareScape.

3. Explanation of Board Meeting Process/ Homeowner Participation

Lowell reviewed the Board process and homeowner participation. Homeowner forum will be at the beginning of the meeting with time limits. After open forum, Board discussion and a motion made, homeowners will be able to ask questions and provide input. All other discussion is performed by the Board. Disrespectful homeowners may be asked to leave. There will also be a Homeowner forum at the end of the meeting providing 3 opportunities for discussion and questions.

4. Homeowner Forum

Several homeowners were present at the meeting. Dan Tucker expressed his concern with the current legal representation and expressed that the community should retain counsel elsewhere. Ed Guzek wanted additional explanation pertaining to the roofing quote. Bob Coats wanted to verify when the Board positions would be decided on.

5. Approval of Meeting Minutes

Darrell motioned to approve the January 12, 2015 Open Session Meeting Minutes with minor formatting changes, motion seconded by Gene, motion carried.

6. Treasurer's Report

Mary summarized the January financials. Janet motioned to accept the Treasurer's December financials, motion seconded by Gene, and motion carried. Gene motioned to accept the Treasurer's January financials, motion seconded by Lowell, motion carried.

7. Managers Reports

Lynne presented the written Community Management Report.

8. Committee Reports

a. **Grounds:** Lowell provided an updated on the community grounds.

b. **Communication:** Phyllis discussed the success of the community block party.

c. **Building:** Dick discussed the recent stump removal as well as needed driveway repairs. Dick also mentioned the need to remove the oleanders.

- d. **Management:** Darrell discussed the roofing bids that will be discussed later in the meeting.
- e. **Finances:** Mary reported during the Treasurer's Report.

9. Old Business

- a. **Roofing Maintenance Proposals:** Darrell updated the Board and present homeowners on the provided proposals. Darrell specified that it was the management committee's opinion to move forward and approve the bid from KyKo Roofing. Mary motioned to approve the bid to include Unit 21 - \$27,749.00; Unit 22 - \$24,950.00; Unit 23 - \$25,088.00; Semi-annual cleaning - \$4,295.00; and General maintenance - \$8,798.00. Janet seconded the motion; motion carries.
- b. **Perimeter Wall Proposals:** This item was tabled for the next Board meeting.
- c. **Compliance and Architectural Policies:** This item was tabled for a later meeting.
- d. **Painting Maintenance Schedules:** This item was moved to the work priority topic for further discussion.

10. New Business

- a. **Landscape Proposals from CareScape:** Alberto attended the meeting to update the Board and present homeowners on his current landscaping plan for the community. Alberto provided plant and granite samples for the Board and homeowners to review. Alberto informed the Board of their options for revitalizing the oleanders as opposed to removing all of them from the community. Dick proposed that the Board obtain quotes from Alberto to remove some of the oleanders altogether in order to prevent the oleander roots from damaging the water lines. Alberto discussed the turf maintenance program that was submitted to the Board for review and approval. Lowell made a motion to approve proposal 15-0120 in the amount of \$9,072.79 for the turf maintenance program; Mary seconded the motion; motion carried.
 - b. **Suggestions for Driveway Median:** The Board determined that this issue was completed and no further discussion was needed.
 - c. **Tree Removal/ Replacement Procedures:** The Board decided to obtain a second quote for the tree trimming before making a final decision. The tree replacement procedures were tabled for a later meeting.
 - d. **Roofing Proposal – 10131 Minnesota:** The Board asked to have KyKo Roofing submit a bid for this repair. The Board decided to table this item until the new bid is received.
 - e. **Sidewalk/Driveway Proposals – 10104 and 10113 Michigan:** The Board reviewed the sidewalk and driveway proposals. Dick made a motion to approve the bid from JSR Construction in the amount of \$1,457.33 (with the understanding that the homeowner will be paying for half the cost of repairing the sidewalk). Gene seconded the motion; motion carried.
11. **Work Order Priority:** Mary updated the Board and the present homeowners on all work orders and where they fall in line of priority. She also developed a work order process tree. Dick and Darrell were assigned the responsibility to work with Premier to improve communications between homeowners and Premier.

12. Next Meeting

Next meeting will be held on Monday, April 13, 2015.

13. Adjournment

There being no further business brought before the Board, the motion was made by Gene to adjourn the Open session at 7:48 pm, motion seconded by Mary, motion carried.

Respectfully Submitted, Kayla Hanley, Recording Secretary