

MONTEFINO VILLAGE
MINUTES OF MEETING OF BOARD OF DIRECTORS
April 22, 2013

Present: Board Members: Mark Maynard and Mike Hudson were in attendance at the clubhouse. Steve Garlock resigned as a Board member. Tennille Laidlaw of Premier Community Management was also in attendance.

1. Homeowner Forum: Three homeowners and two Board members present.

a. Community Center Pool Table Damaged – One homeowner noticed the pool table had one leg that was not properly attached. Tennille will get a quote on getting the pool table fixed or removed. Right now there is a danger that the table could fall and hurt someone so the community room will be closed until the table is fixed or removed.

b. Southeast Water Feature Appearance Poor – The pump went down months ago in the water feature outside the common fence on the far Southeast corner of the property. As a result, the waterfall is not working and the water in the small pond is stagnant. Tennille reported replacement of the pump motor was delayed because of a badly worn impeller. The impeller has been ordered and repairs should be complete soon.

c. South Vehicle Gates Not Closing – Replacement parts were not available to fix the obsolete gate actuators. To avoid further problems the Board had already voted to replace all of the community vehicle gate actuators. Tennille reported all parts needed to complete the job were in work would begin soon.

d. Less Expensive Tree Trimmer Vendor – One homeowner noted the Ocotillo Community Association was having a small tree maintenance company trim trees next to common area roadways. He suggested Montefino look into using this company to save money. The Board and Tennille explained we have been very happy with current vendor Tree Doctor's quality of work and promptness, especially in emergency situations. Tennille stated she will check this company out when our next tree maintenance contract comes up.

e. Bulletin Board Notices – One homeowner felt both community Bulletin Boards need to be maintained better. Old notices inside the bulletin boards need to be updated or replaced. There should be no notices stuck to the outside of the boards.

SRP Overhead Power Lines – SRP plans on installing some new high voltage overhead power lines to support Price Road corridor business expansion. One possible route would be down Ocotillo Road. All in attendance at this meeting feel that the large overhead lines on Ocotillo Road would be damaging to our community's property values. To ensure SRP doesn't use the Ocotillo route, it was suggested that notices be sent to all Montefino homeowners so that they can object as individuals. In addition, it was recommended the Board express our concerns in a letter to SRP on behalf of the Montefino community.

2. Opening of Meeting: The meeting was called to order at 6:55pm.

3. Election of Officers – Our community bylaws states the Board can have up to (5) members but we need a minimum of (3) members to function. Currently we only have (2) Board members. Bylaws state that (2) active Board members can nominate and vote in additional members.

a. New Board Members – Montefino homeowner Tom Kuk was nominated and unanimously voted to join the Board. Tom served on Montefino's first Board. Montefino homeowner Robert Jackson was nominated and unanimously voted to join the Board. Robert has regularly attended monthly Montefino Board meetings for years.

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b. Election of Officers – Mark Maynard was nominated and unanimously voted on to continue as our Board President. Tom Kuk was nominated and unanimously voted to serve as Vice President. Mike Hudson was nominated and unanimously voted to continue as Board Secretary. Robert Jackson was nominated and unanimously voted to be our Board Treasurer.

c. Quorum – All (4) Board members were in attendance so a quorum was declared.

4. Approval of Previous Meeting Minutes: Board members reviewed the Minutes of our last three meetings in January. No corrections were made. Upon a motion duly made and seconded, the Minutes of January 28, 2013 were unanimously approved as submitted.

5. Treasurer's Report:

a. Acceptance of January 2013 Financials:

b. Acceptance of February 2013 Financials:

c. Acceptance of March 2013 Financials: The Board studied the financial reports for all three months with all comments located under March Financials.

i. January, February & March Financials – The Board reviewed the Income/Expense Statements and found for the most part all was in order. Net year to date income is good at \$25,834.04. On the negative side there has been a drop reserves so far this year. In January reserves were at \$160,841.17, they were up to \$163,063.61 in February, but dropped in March to \$153,112.97. Most of this drop in reserves was due to the replacement of all (8) obsolete community gate actuators reported in the Homeowner Forum.

ii. Future Budget Concern: - Our asphalt roads have not been resealed since 2008. The Board feels the roads will have to be resealed in 2014.

iii. Approval – Upon a motion made and seconded, the January, February and March Treasurer's Reports was unanimously approved.

6. Management Report: Tennille presented the management report:

a. Community Violations – There were a total of (35) community violations in March. (26) of these violations were against homeowners that did not file Rental Agreements. There were (4) Trash Container violations in March.

7. Old Business:

a. Vehicle Parking Rules:

i. Past Parking Discussion – During the last Board meeting we discussed changing parking rules. We felt our biggest problem was that Temporary Guest Parking was often full causing some to illegally park overnight on the street. We asked Tennille to prepare a new parking proposal to address the problem.

ii. New Parking Proposals: - The Board reviewed two parking proposals. The first parking proposal prepared by our property manager Premier, was in a more legal format. The second parking proposal prepared by a Board member had the same parking rules as Premier's proposal. The difference was that the Board member's proposal explained why the parking rules were important and it was prepared in an easier to read format. The Board felt more comfortable with adopting Premier's proposal as our official parking rules.

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iii. **New Parking Rules Approval** – By a unanimous vote, the Board voted to pass the new parking rules submitted by Premier Management. Since both parking proposals contained the same rules the Board recommended Tennille mail a copy of the easier to understand Board members parking rules proposal to homeowners.

8. New Business:

a. **Landscape Maintenance Bids** – Landscape maintenance is our community's highest expense. Every few years the Board reviews our landscape vendor's contract and accepts competitive bids.

i. **Four Landscape Maintenance Bids Reviewed** – The Board reviewed bids from (4) commercial landscape contractors; Apex Landscape (current vendor), Clean Cut Landscape, Peak Landscape and ProQual Landscape. The Peak Landscape bid of \$4,377.00 base per month charge was almost \$900.00 a month less than ProQual, the next least expensive monthly bid. In addition, Peak's irrigation repair labor charge was under all other competitors. Montefino's aging irrigation system has proven very costly to maintain in recent years. Should the community have problems that can't be resolved with any of these vendors; we can cancel the contract with a 30-day written notice. The landscape companies can also cancel the contract with a 30-day written notice.

ii. **New Landscape Bid Awarded:** - Mark Maynard made a motion, which was seconded and unanimously passed to accept Peak Landscape as our new vendor.

9. Actions In Lieu Of Meeting:

a. **Spring Tree & Pine Tree Trimming (January 30, 2013)** – The Board reviewed quotes from Tree Doctors for spring tree trimming and pine tree trimming. The pine tree trimming is higher than in the past but the annual pine tree trimming was missed in 2012. The spring tree trimming bid is in line with past year's costs. The Board voted via email unanimously to accept the bids for a total of \$9,099.02 from Tree Doctors for spring & pine tree trimming.

b. **HVAC Inspections (January 31, 2013)** – The Board reviewed bids from two vendors to inspect our community center air conditioner/heater bi-annually. Arizona Experts bid was \$75.58. AC Rescue's bid was \$150.00. The Board voted via email unanimously to accept the bid of Arizona Experts for \$75.58 to inspect our Community Center HVAC bi-annually.

c. **Lot 10 Exterior Paint (February 5, 2013)** – The Board voted via email unanimously to accept the request of Lot 10 to repaint the exterior of their home to approved community standards.

d. **Lot 47 Exterior Paint (February 27, 2013)** – The Board voted via email unanimously to accept the request of Lot 47 to repaint the exterior of their home to approved community standards.

e. **Apex Plant Replacement (March 23, 2013)** – The Board voted via email unanimously to accept the proposal from Apex Landscape to replace some plants that have died over the last few years with (40) 5-gallon plants at a cost of \$1175.04.

f. **Pond Skimmer Basket Replacement & Water Feature Repair (March 23, 2013)** – The Board voted via email unanimously to accept the proposal from Waterworks by George to replace two pond skimmer baskets and repair our Southeast Water Feature by installing a new pump motor & repair of the waterfall discharge line for a total of \$4,260.00.

g. **Quarterly Lake Equipment Inspection (March 23, 2013)** – To protect against lake equipment failures, the Board voted via email unanimously to accept the proposal from

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Waterworks by George for quarterly inspections of all lake pumps, clean equipment vaults and check filter operation for \$350.00 per visit. Written estimates will be provided if any additional work needs to be done.

9. Next Board Meeting – May 20, 2013

10. Meeting Adjourned: 7:55pm

Submitted: May 10, 2013
Mike Hudson, Secretary