

# Pinnacle Canyon Condominium Association

Board of Directors Meeting  
Wednesday, December 16, 2009

**Present:** Roger Harris – President, James Mackenzie – Vice President, David Marcy – Treasurer and Kimberly Kenworthy Manaut – Director.

**Absent:** Andreas Petterson - Secretary

**Management:** Julie Hoover – Lewis Management (LMR)

## I. Call meeting to order

The meeting was called to order at 6:15 p.m.

## II. Call to Audience

### Board Comments

- Work continues on the transition from Paul Ash.
- LMR and the Board continue to work on the 2010 Budget and are trying to maintain the assessments at the same rate.
- Homeowners were reminded to report problems to LMR. They offer a 24-hour service that will respond to emergency situations. Non-emergency items will be addressed during normal working hours. Any call is entered in a log, tracked and included as part of the Board packet.
- Homeowners are also welcome to provide constructive comments to Joel. He has a slot in his door that can be used for work order requests.
- Homeowners also have the option of using the Association website. Emails are forwarded to the appropriate person(s).
- Debris in the spa gets vacuumed up every day, but when the pump turns on it shoots debris into the spa. This is possibly caused from when the heater was replaced.
- Jim and Joel installed the Christmas lights at the entrance.
- The map was moved to the entrance by the callbox.
- The Kolb gates have an entrance and exit signs to remind drivers which gate to use.

### Homeowner Comments

- A Homeowner expressed appreciation for the hard work and dedication of all the Board members. She recommended that all the members seek re-election.
- A Homeowner reported Joel does not go around and blow the area like Arial use to. He did notice the landscapers are blowing areas.
- A Homeowner wanted to know if a second floor water heater leaks down into the lower unit if the Association would have any responsibility or if it would be between the two Homeowners. He also wanted to know if any part of the patio is considered common area.  
**The HOA is responsible for common elements like roofs or master pipes. The Homeowner owns the water heater and they would be responsible for the damage. Information on recent claims was discussed. Homeowners were reminded to be diligent with their water heaters and be sure renters have tenants coverage. The water heater is usually the small part of the claim with the resulting damage being the main expense.**

### **III. Approval of previous meeting's minutes**

A motion to approve the November 18, 2009 Board Meeting minutes as amended, was made seconded, and passed with a unanimous vote.

### **IV. Review of Financials**

- The October and November 2009 financials were reviewed with those present.
- Delinquencies were reviewed.

### **V. Committee Reports**

#### Nominations

- A number of Homeowners have volunteered to run for the Board.
- The names of the candidates were provided.
- The Committee is planning a "Meet the Candidates" in January.

#### Architecture

- There were no requests submitted this month.
- The request from a unit at Building 18 was retracted since the location did not allow good reception.
- Homeowners were reminded that if they are making an interior window coverings change that is visible from the outside or exterior changes they need to submit prior to starting the work.
- Homeowners were reminded to remove their holiday decorations.
- Homeowners cannot hang towels on the railings.
- Potted plants may be added to entries, but empty planters cannot have weeds.
- Homeowners were reminded not to dispose of pet waste at front doors or trash. Pet waste should be deposited in the provided receptacles.

#### Social/Hospitality

- The Committee was thanked for providing refreshments for the meetings.
- A bridge group was started and reported the need for a card table. The request will be reviewed after the first of the year.

#### Budget/Finance

- Discussed earlier

#### Clubhouse/Pool

- The Committee forwarded their 2010 Budget needs for review.
- New non-slip strips for the pool steps have been ordered.
- A new cover for the handle on the lift was ordered.
- Plans have been made to paint the pool deck.
- A pressure washer was used to remove the stains from the pool deck.
- Several Homeowners have recommended cleaning out the old fountain. The Landscape Committee will decide if this is a do it yourself job for volunteer Homeowners or if it will be part of the landscape maintenance contract.
- The Committee recommends all the lighting on the palm tree should be white.
- There are several recommendations on how to secure the pool. The Committee sent out a survey to all units last spring and the number one concern was pool security. The pool has never been re-keyed.

requested LMR be allowed to take the records and make copies since Paul Ash did not want their equipment tied up.

- Ken Bade with LMR requested the Board to authorize 15 hours of time at \$30.00 per hour to resolve ongoing financial record issues with Paul Ash. Copy charges would be in addition and would be approximately \$.11 per copy.
- The Paul Ash manager does not believe the financial records belong to the Association.  
**A motion to authorize LMR 15 hours (\$450.00) plus copy costs to resolve the ongoing financial record issues with Paul Ash, was made, seconded and passed with a unanimous vote.**

#### 2010 Budget

- The Finance Committee was thanked for assisting in putting together the spreadsheet for the 2010 Budget.
- The proposed 2010 Budget was reviewed with those present.
- The 2010 Budget does not require an assessment increase.
- \$9,000.00 per month would be contributed to the Reserve Fund.
- All known increases were incorporated into the Budget.  
**A motion to approve the 2010 Budget as presented was made, seconded and passed with a unanimous vote.**

#### Website

- The Association has a website that is getting several hundred hits per month.
- There are three options:
  1. Go with LMR basic website
  2. Pay LMR to operate current website
  3. Keep our own domain with a link to the LMR basic website**A motion to maintain the current domain with a link to the LMR basic website was made, seconded and passed with a unanimous vote.**

#### Discuss CD Terms

- The Association has laddered CD's with different maturity dates.
- A CD will mature on December 19, 2009.

#### Parking Lot Bumper Stops

- The Board discussed problems residents that are pulling their cars forward next to and over the sprinkler system.
- There have been complaints of water damage from the sprinklers to the paint of vehicles.
- The Board discussed investigating the installation of concrete bumper stops on approximately eight parking spaces. Ms. Hoover advised A-1 Striping has the best price in town at \$26.00 each installed.  
**A motion to purchase and install bumper stops was made, seconded and passed with a unanimous vote.**

### **VIII. Second Call to Audience**

- Homeowners advised they have a difficult time seeing the end of the planter at night and requested the Association install a light.  
**The Board discussed the use of reflective paint or a light.**
- A Homeowner wanted to know what has been done to collect money on delinquent accounts.

- The Committee is investigating additional chairs for the clubhouse, card tables and recover outside furniture.

#### Landscape/General

- The tree trimming project is near completion.
- Homeowners should report any trimming issues that were not addressed.
- We are attempting to save a palo verde.

#### Communications

- The Committee is working on organizing ideas for the quarterly Newsletter produced by LMR.

#### Bylaws/Governance

- The Committee is still reviewing the pool rules.
- A 50% vote of the entire Association is needed to make changes to the CC&R's.

### **VI. Unfinished Business**

#### Water Meters Continued Discussion of Costs

- The Board has concerns with the water meters because a certain number of them are not working correctly. And all those meters result in money that the Owners pay, should be paying for but were not charged so the Association ended up paying.
- The Board discussed discontinuing the current system and establishing a fixed cost per unit size.
- A meeting was held earlier with JR Metering Industries to discuss the problems. He offered services and solution that had not been offered before. He is going to meet with Julie Hoover and get everything down on paper for the Board to review.
- Further action was tabled until after the Board reviews the recommendations from JR Metering Industries.

#### Pool Keys and Security Improvements

- The Committee reviewed the proposals and a majority of three recommended using the card reading equipment. Other Committee members felt money should be saved toward installing the card reading system.
- Estimates and options from each of the companies were reviewed with those present.

#### Palm Light Replacement

- The appearance of the lighted palms was discussed.  
**The Board requested that Ms. Hoover obtain additional pricing for the lighting. A motion to approve the white lights around the palm trees was made, seconded and passed with a unanimous vote.**

#### Audit

- The request for proposal will have to be issued again after the first of the year due to the delay in transferring the records from Paul Ash.

#### Election

- Discussed earlier in the meeting.

### **VII. New Business**

#### Financial Records

- A report from Lisa O'Neill with the LMR accounting department was read to those present. She advised it would take approximately 10 to 14 hours to copy records with Paul Ash. Ms. O'Neill

**A meeting was held tonight to allow delinquent Homeowners to opportunity to speak to the Board. Several Homeowners attended with some paying and others making payment arrangements. Eight Homeowners paid when they received the meeting letter. The Homeowners that did not attend will receive another letter and continue to be escalated until the account will be turned over to the collection agency.**

- A Homeowner requested something be added to the monument indicating condominium community.

**There is \$500.00 budgeted for signage.**

- A Homeowner requested a light or something be added to the entrance as it was dark at night and not visible.

**A motion to add a light or reflectors at the entrance was made, seconded and passed with a unanimous vote.**

- A Homeowner reported the Association has a commuter express bus service three times each morning and at night. The bus stop is located on Territory.

- A Homeowner wanted to know who is responsible for cleaning the bathrooms and gym.

**Joel is responsible for cleaning the bathrooms and gym. The housekeeper will also visit once per week.**

#### **IX. Next Meeting**

- The Annual Meeting is scheduled for January 20, 2010 beginning at 6:00 p.m.

#### **X. Adjournment**

**With no further business to discuss, a motion to adjourn at 7:50 p.m. was made, seconded and passed with a unanimous vote.**