

Park Premiere Townhouse Homeowners Association  
**Minutes of the Board of Directors**  
Wednesday, February 22, 2012  
Pyle Adult Recreation Center

**1. Call to Order**

The regular meeting of the Board of Directors was called to order by President Elaine O'Connor when a quorum was present at 6:32 pm.

Members present: Cheryl Fox, Elaine O'Connor, Joy Levesque, Tom Hormann, and Jay Thomas from Vision Community Management. Absent: Feryal Firat.

**2. Open Call to Homeowners**

Paul Austin, homeowner, arrived at 6:55 pm. He was interested in finding out more about the water situation. He also brought the Board's attention to the increase in feral cats in the complex.

**3. Suspension of Agenda**

Brian Gleason from Paramount Roofing was at the meeting and, upon the request of Jay Thomas, Property Manager, had walked the roofs and contacted the previous roofer working with the insurance adjustor. The missing shingle count is actually much less than the other roofer quoted.

**Motion:** Elaine moved to have Brian fight the insurance company. Tom seconded the motion and the motion carried.

**4. Approval of Minutes / Correspondence – Secretary**

Cheryl Fox, Secretary, presented the minutes of the January 25<sup>th</sup> meeting.

**Motion:** Joy Levesque moved that the minutes be accepted and Tom Hormann seconded the motion. The motion carried and the minutes were approved.

**5. Treasurer's Report**

Treasurer Joy Levesque presented the current balances:

	December
Account Balance:	\$ 4,750.05
Reserve Balance:	<u>\$129,924.53</u>
Total:	\$134,674.58

The January Financial Report was handed out by Jay Thomas. It showed total assets of \$159,808.87.

**Motion:** Tom moved the acceptance of the Treasurers Report, Cheryl seconded the motion and it was approved unanimously.

**6. Manager's Report**

Jay Thomas handed out copies of the Manager's Report.

The inventory of the shed is done. The Board will be getting a copy of it.

There is damage to a wall on the south side of the complex that needs to be fixed. Top blocks fell onto the commercial side.

Jay spoke with the City regarding putting the trash bins where they need to be.

All Valley Tow should be inspecting randomly. There is a form they need signed to give them permission to do that. That form was passed around for signatures.

The residence at 1099 E. Fremont has an overhang over the entry that is drooping and is being propped up with a pole. Jay will have someone investigate the repairs needed.

## 7. Old Business

### A. Roofing

See above.

### B. Water Metering

The contract with Water Submetering expires in March, 2012. They submitted an estimate of the sales price for the meters. The price they want per meter is more than the meters cost, so we've been getting other bids.

Tom asked that Jay have Water Submetering refresh their estimate and the situation will be looked at again in March.

### C. Landscape Proposals

In response to the RFP bids were submitted by Caretaker Landscape & Tree Management, Schnepf Landscaping Inc., Xeriscapes, IDT Landscaping LLC, Trademark Landscape and Design, and ValleyCrest Landscape Maintenance. These bids were discussed.

**Motion:** Cheryl moved that we accept the offer from ValleyCrest for the landscaping of Park Premiere Townhouse complex. Tom seconded the motion and it was approved unanimously.

Jay will give Trademark 30 days notice and ValleyCrest will begin April 1.

There is a possibility to apply for a City of Tempe grant with for beautification and decrease water consumption. Tom suggested that we could have a "Planting Day" work weekend to have a fun event.

## 8. New Business

### A. Pool Gate Lock

Elaine introduced the topic of needing to replace the pool gate lock.

**Motion:** Tom moved that the Board replace the pool lock and distribute new keys to homeowners who are current in their account. Cheryl seconded the motion and it was approved unanimously.

### B. Insurance Renewal

The current Farmers Insurance policy expires March 31, 2012.

**Motion:** Tom moved that Vision get quotes for insurance, bringing it up to industry standards, so that it can be voted on at the March meeting. Joy seconded the motion and it was adopted unanimously.

### C. Asphalt

It looks like the complex needs to have a complete reconstruction.

**Motion:** Tom moved to have Vision get quotes for repairs as well as a reconstruction for the asphalt throughout the complex. Cheryl seconded the motion and it was approved unanimously.

D. Cats

There was discussion about the number of wild cats in the complex. Elaine will address the issue in the next quarterly newsletter.

**Future Agenda Items**

**Board Comments/Announcements**

**Adjournment**

**Motion:** Cheryl moved and Joy seconded the motion to adjourn the meeting. The motion carried and the meeting was adjourned at 8:12 pm.