

NMII Monthly Board Meeting Minutes APPROVED (MARCH 20, 2019)

Attendees:

Bob McConaghy	[Y]	Kathryn Fitchett	[Y]	Tim Crabtree	[Y]	TJ Emele APM	[Y]
Teresa Esquerro	[Y]	Doug Jones	[Y]		[Y]		

Meeting called to order 7 pm by President Bob McConaghy.

There were six (6) homeowners in addition to the five (5) board members who attended.

**Topic: Homeowners
(Allotted 2
minutes each)**

Lot#144 - Alan Steiner - Mr. Steiner arrived at 7:15 p.m., after the homeowner forum was over. However, after the meeting he said his flower beds were not being watered. (Later John found that someone had vandalized the wires in the valve box controlling the flowerbeds by his unit.)

Lot 265 – Rena Almeida and Kato – no issues

Lot 185 – Jeffrey Frick and Vicki – asked if washing cars on their parking space is allowed because they saw a neighbor doing so.

Lot 168 – Manuel Saucedo – no issues

**Topic: Approval of
Minutes**

The minutes from the January 2019 board meeting – Tim moved we accept the minutes. Doug seconded the motion. The motion passed.

**Topic: File Financials for
Review**

Kathryn discussed some of the items in the March 2019 financials and asked if we had any questions. The current balances in each bank account were: Checking account: \$19,597.33; Working Capital: \$14,564.81; Roofs: \$10,180.50.

Kathryn moved we file the financials for review. Tim seconded the motion. The motion passed.

Topic: Title transfers & pending sales

There were five title transfers:

Opendoor Property D LLC; Sold 2/19/19 for \$123,500; 8053 N. 31st Lane
Trent Mills; Sold on 3/6/19 for \$132,000; 8026 N. 32nd Avenue
Jonathan Salinas & J. Rodriguez; In Escrow; 8032 N. 32nd Avenue 03/04/2019
EJS Properties, LLC; 8033 N. 32nd Avenue; Escrow Date 1/30/2019
Alms De La Cueva; 3201 W. Royal Palm; Sold 2/28/19 for \$131,000

Topic: Work orders

There was a discussion around the work orders. There are two open work orders for soffits and fascia, but these do not appear to be emergencies; and we are waiting to spend money on this project until the five remaining roofs have been replaced.

Topic: Architectural Requests

There were no AR requests to review.

Topic: Committee Reports

Building and Maintenance – Kathryn gave the maintenance report for January 16, 2019, to the present.

- (1) Dead bush stumps were taken out of the flower beds on 31st Ave and Manzanita and in front of Lot 193.
- (2) All 2018 storm damage repairs have been made by Jacobs Construction, Sun Country, and Red Mountain Roofing. John still needs to make some repairs to Lot 151 shed, but is waiting for the wood to dry out in order to paint the shed.
- (3) The clubhouse has been renovated and the main room has been repainted. Clubhouse rules are being revised because no decorations can be attached to the ceiling or walls. Also, block watch material has been removed from the old table and put in holders on the wall in the meeting room.
- (4) The clubhouse air conditioners have been repaired.
- (5) We continue to have coyotes roaming our property.
- (6) Currently, the irrigation water is running three days a week for 5 mins.
- (7) Since Sun Country has not been getting rid of weeds or small sticks and pine tree needles, that duty has been given back to Teri Webb.
- (8) There are 11 back flow preventer cages that need to be repaired, and John is going to begin that project.

- (9) Harmont street sign was rewelded by John because it came down.
- (10) Parks and Sons garbage truck ran into Lot 227's parking awning last Friday. John called the owner, and he came out and fixed the parking awning.
- (11) Sun Country cut down the four huge eucalyptus trees that were in danger of falling on homes in a storm. They were located at the end of Harmont, Loma Lane and 31st Drive, and Harmont and 31st Drive.
- (12) Jacobs Construction rebuilt the shed on Manzanita and repaired the roof on the shed and painted it.
- (13) John and TJ met with someone to inspect our sidewalk trip hazards, and there is a bid regarding same for new business.
- (14) After hours, Kids broke open a backflow preventer cage and turned on the water. John and Todd from Sun Country repaired.
- (15) John replaced the locks on the outgoing, blue mail boxes in the nine (9) mail cages, and our new mail carrier approved and was given a master key. I have the remaining keys, in case one is lost by the post office.
- (16) John removed a large cactus plant that fell over in front of Lot 140.
- (17) John repaired three broken water lines throughout the property.
- (18) Typical sprinkler repairs and shed and security lights every day.

Landscaping Report - Doug discussed the issues with Sun Country, our landscaping company. Kathryn and Doug met with Robin, with Sun Country, regarding a new contract, which will be covered under new business.

Management Report- TJ reviewed his report and action items he had completed since the last meeting. Board members to review the board packet for the details of his report.

Block watch Report – Kathryn advised that Blockwatch materials are available at the check-in table in the clubhouse. All residents are encouraged to report suspicious activity to Crime Stop. Everyone should report graffiti to APM and Graffiti Busters. If you see something, say something. She also advised of block watch training opportunities in March. Block Watch meetings will be posted to the website.

Topic: Old Business

Roofs –Kathryn is keeping track of the roofs. Five roofs still remain to be replaced-
-Lots 210, 211 and Kathryn's building.

Kathryn discussed diverting more insurance money to the roof account, since the working capital account is healthy and money was taken from the roof account to make repairs caused by the storm damage in 2018. After discussion,

Tim moved to divert money to the roof account when the insurance depreciation check is received. Doug seconded the motion, and it passed.

Travelers Insurance – our depreciation check has been requested from Travelers because all storm repairs have been completed. Amount expected: \$29,104.93. The board has already decided where the funds will be placed, per the last board meeting, however, that was revised by the above vote to divert the deprecation check to the roof account.

Ways to increase income to HOA:

Tim has not done anything further regarding investigation of digging a water well on our property. Tim thinks that we could get 35 gallons a minute 24/7. We would have to drill down to 300 feet. He stated he intends to visit a well company for more information. Kathryn advised that John Mohny has experience with water wells, and Tim and Bob want to meet with John in a couple of weeks to discuss the matter. John's hours, at present, are 5:30 a.m. to 1:30 p.m.

Status of HOA website: The website is up to date. Approved minutes will be uploaded each month, as well as first few pages of the financials. Important information will be placed on the first page.

Topic: New Business

1. **Disclosure** by Kathryn: on the second day of her new job, she realized that her new employer Frame Law PLLC is the attorney for the HOA roof, Chris Figueroa, Red Mountain Roofing. There is no conflict, but Kathryn felt the disclosure should be made.

2. **Bid for sidewalk trip hazards.**

Motion: It was moved that the board accept the bid from Precision Concrete Cutting to ground 25 sidewalks and cure the trip hazards, for a total cost of \$1,929.13.

Moved by Kathryn; DISCUSSION: These 25 sidewalks do not address all of the sidewalk trip hazards on the property, but cures the worst areas.

Motion seconded by Doug;

After discussion, the motion passed.

3. Bid for bushes to replace dead stumps on Lot 193 and 31st Avenue and Manzanita.

Motion: It was moved that the board accept the bid from Sun Country to replace the dead bushes in front of Lot 193 and in front of Lot 176, with 5 5-gallon Yaupon Holly plants; 6 5-gallon heavenly bamboo plants; and 3 5-gallon red yucca plants for a total of \$590.

Moved by Kathryn.

Motion was 2nd by Tim.

After discussion, the motion passed.

4. Sun Country Contract:

Motion: It was moved that the new mow and blow contract from Sun Country for \$1502 a month, with itemized, optional services to be billed ala carte, be accepted.

Moved by Doug;

Seconded by Tim.

After discussion, the motion passed.

Later: In board discussions, TJ advised that the HOA could not treat weeds without a license. Doug and Kathryn spoke with Kenny and Robin, at Sun Country, and an Addendum bid is to be prepared and emailed to Kathryn which will include Sun County spraying the weeds on an as-requested, ala carte, basis.

5. Bid of Chris Morga. – window treatment of 3205 W. Royal Palm.

Motion: It was moved that the bid for Jacob & Company Construction to replace wood at the bottom of three windows on Lot 258, at 3205 W. Royal Palm and replace with bump outs, for a cost of \$875, be accepted.

Moved by Kathryn

2nd by Tim

After the motion was seconded, Alan Steiner stated that the contractor is putting the bump outs over wood, which is not acceptable. After discussion, the matter was tabled in order for Kathryn to talk to Chris Morga and ask about the felt paper and putting stucco over wood.

LATER: Kathryn spoke with Chris, and he said that putting stucco over wood is in keeping with the Code. A copy of the Code was sent to Kathryn, who forwarded it to the board members with a request to approve the bid. The bid was unanimously accepted, and the Unanimous Consent is to be presented to the board for signature at the April board meeting. This matter was considered an emergency because of the condition of the window treatments.

6. Sidewalk Pipe Metal Proposal

Motion: It was moved that the board accept the bid from Jacob & Construction Company to demo the sidewalk and metal cover north of the retention pond and install pipe for a cost of \$575.

Moved by Kathryn
2nd by Doug; after discussion, the motion passed.

7. Bid of Chris Figueroa, Red Mountain Roofing—Lots 210, 211, 173, 174, and 175.

Motion: It was moved that the bid of Red Mountain Roofing to replace the existing roofs of Lots 210, 211, 173, 174, and 175 with a TPO roof, including fascia, soffits, and shed roofs, be accepted, and that the roofs be replaced as money is available.

Moved by Kathryn
2nd by Tim. After discussion, the motion passed.

8. 2019 Insurance Policy Renewal

Motion: It was moved that the renewal bid from LaBarre/Oksnee Insurance, on behalf of Travelers Insurance, for the total premium of \$29,793, be accepted.

Moved by Tim.
2nd by Doug. After discussion, the motion passed.

9. 3116 Royal Palm Lot 283 (Martinez) – Reimbursement Plumbing

Discussion was had regarding the request by the homeowner of Lot 283 to be reimbursed \$280 for her February 14, 2019, plumbing bill from Donley Service

Center. Kathryn said that the invoice states the backup was 20 feet from the clean out towards the street, and that the plumber informed the “owner not to have anyone flush feminine products, wipes, etc. down the drain.” For these reasons, she believed the request for reimbursement should be denied. However, TJ and other board members were of the opinion that the 20 feet went out into the middle of the street. Kathryn called John Mohny, and neither he nor she remembered BumbleBee Plumbing being on property to fix a plumbing property in that area. TJ was to search APM records to see if there was a record of plumbing repairs made by BumbleBee Plumbing. Therefore, this matter was tabled.

LATER: TJ advised in his management report that there were no records reflecting any plumbing repairs by the HOA official plumbers on Royal Palm. Also, Kathryn and John Mohny measured the distance from the back of her house to the block wall fence of the patio, and it measured 21.5 feet. Anything inside the patio is the responsibility of the homeowner. Kathryn informed the board that the 20 feet was still inside the patio and not out in the middle of the street. Thereafter, TJ sent word (as reflected in his Management Report) that because there were no records reflecting plumbing repairs by the HOA official plumbers, the owner’s request for reimbursement of \$280 for plumbing repairs was denied.

Adjournment

Tim moved we adjourn; Doug seconded the motion. The meeting was adjourned at 8:21 p.m.

Executive session

There was an exec session.

Next Board Meeting: Next board meeting will be held April 17, 2019, at the Clubhouse.