

# MOUNTAIN TRAILS COMMUNITY ASSOCIATION

% Kinney Management Services

6303 S Rural Road

Tempe, AZ 85283

(480) 820-3451

## OPEN SESSION MEETING ZOOM MINUTES

**December 1, 2022**

**Meeting called to Order at 6:05 pm.** Board members present are Valerie Flower, Robert Anderson and Diana Buchbinder. Jayna Van Den Einde is present from Kinney Management. There are 6 homeowners present.

### Minutes

October 27, 2022 minutes. Diana asked her name be corrected in the minutes. Motions to approve; seconded and say "I".

### Financial Review

Jayna discussed the October 2022 financials. Variances for the monthly maintenance contract unpaid in September due to a timing issue reflected as double payment in October, but YTD numbers are on budget. Variance in Gate Maintenance due to monthly maintenance contract and additional unbudgeted repairs.

### OLD BUSINESS -

**Block watch update** – Community has a successful GAIN night. Chanice also communicated about the Community Cleanup Event on 11/18 where several homeowners participated. And she discussed the Mountain Trails Grant Program that needs HOA approval. Diana made a motion for Board Approval; Robert seconded the motion and all say "I".

**2023 Draft Budget** – Jayna communicated that the 2023 Budget had been approved by the Board.

**Pool Light Repair** – Jayna communicated that the repairs had been completed by PoolWerx.

**Playground/Pool Lights** – Jayna explained that there were many items regarding landscaping to discuss in New Business and we would defer this item to that discussion.

**BBQ Grill damage** – Jayna mentioned this item to be discussed as part of a vandalism claim in cooperation with Valerie's Police Report when Valerie was available to participate in the meeting (see New Business).

### NEW BUSINESS

**Parking Fines Policy** – Val communicated the reasons for updating the policy originally included in all Homeowners packets received at the time of escrow along with their CC&Rs, By-Laws and Community Policies. That this has been an ongoing issue in the community, with the narrow streets, large vehicles, concerns for small children, etc. Diana wanted to note that both Ashley and Greg worked extensively on the Parking Policy and thanked them for their efforts on this. This revision will go out via first class mail, electronically and be effective January 1, 2023. Jayna reiterated that is a necessary step in our collective efforts to enforce the policy in place.

**Gate Maintenance Contract** – Park Pro had provided a bid for the Monthly Maintenance contract, but there was a misunderstanding as to what is needed. Val requested a bid for repair or replacement correcting the existing arms on the gates as they are failing due to vandalism, wear, etc. A re-evaluation of the system. A prior bid had been done for \$15K+. Val to look for it and provide it to Jayna for scope of work.

**East side asphalt** – Two bids from Sunland and Rose Paving received for the East side asphalt seal coat and striping. Sunland bid motion to approve; seconded and all say, "I". Jayna to schedule, hopefully for Spring 2023.

**Playground Sails/Chimney** – Bid from HOA Playground to repair/replace damaged shade sail and to remove the chimney from the playground equipment (causing the tear in the sail). Val researched the original expected life of the sail and possible warranty (13 years). Diana to look at the chimney to see if it can be removed without weld underneath. Bid tabled to January meeting.

**Landscaping/NAOS/Trimming/Replacements/Electrical** – Jayna discussed the she, Val and Robert walked with the new foreman for Agave and their arborist to discuss the monthly maintenance, trimming, tree removal, plant replacements for 2023, the NAOS area and moving forward. Bids provided for 8 trees with stump grinding. Motion to approve; seconded and all say "I".

Spring plant additions for both the East and West sides. Bids did not include verbiage as to when the plants would be installed or a longer warranty if they were to be installed in late spring/early summer and be subjected to heat. Board asked Jayna to reach out to Agave for that clarification and required it be specific on the bids prior to approval. Bids for plant additions tabled to January meeting.

**Reserve Study** – Two bids received. Association Reserves and Advance Reserve Solutions. Val communicated the ARS had been used prior in 2008. She recommended that Association Reserve Solutions be used for comparison. Motion to approve; seconded and all say “I”.

**Insurance claims** – Val discussed the recent vandalism to the BBQ grills on the East side, the backflow valve stolen for the copper and the gate iron at the lock bent. All of which she reported to Phoenix Police Department and obtained a report. This information provided to Jayna and she is working with the insurance company to include them all in a vandalism claim for the property. Estimated damages upwards of \$3K.

**Homeowner session** – Faye inquired as to when the late fees on the assessment took effect. Jayna responded that it was the 15<sup>th</sup> of the month. She then asked about the transaction fee. There was some discussion amongst those on the call. If a debit card is used, which is attached to the checking account, there should be no charge. If a credit card is used, the transaction fee is 2.95%. So, if the assessment is \$165, the transaction fee would be \$4.87. Faye was going to look back at her account and Jayna gave her contact information to reach out if she had additional questions.

Discussion about the tree on Branham Lane as an ongoing concern. Jayna asked for the specific address and was given 2315 E. Branham Lane. Jayna stated she would visit the community to address the violation for the tree.

A homeowner asked if a discussion could be had regarding the Airbnb in the community at 25<sup>th</sup> Place. Jayna asked if it could be discussed in Open Meeting and Val stated that it was permissible. Jayna then communicated that all violations, Cease and Desist and proper legal action had been taken regarding the matter. The day prior to the meeting, Jayna had communicated with the attorney’s office and they had reached out to the homeowner regarding the short-term rental. She agreed to remove the listing and the attorney’s office verified it was no longer available online. The homeowner’s attending the meeting were grateful to hear this news.

Kristen Mattes inquired as to the open Board positions. The Board members communicated that they were not aware anyone had come forward. Jayna apologized that she had not notified the Board nor placed it on the agenda. It was agreed that Jayna will email the Board the candidate’s information so that they can vote and a ratification could take place separate from the meeting.

It was brought up that there is a sign at a house on Beverly that is not specific as to whether the house is for sale or for rent. The Board will investigate and discuss if the sign is one that is approved to be posted.

There was no further business. Jayna read the ARS guidelines to move into the Closed Session.

**The Open Meeting adjourned at 7:30 pm**