

**CORTESSA COMMUNITY ASSOCIATION
P.O. BOX 25466
TEMPE, AZ 85285**

Open Session Meeting Minutes
Tuesday, August 17, 2021 7:00 PM
Mountain View Elementary

Board Attendees:
Jim Gallagher
Jeremy Bethancourt
John Aguilar
Beth Simek

Management Attendees:
Peri Swenson, KMS

- I. Call to order by Jim Gallagher at 7PM.
- II. Review and approval of the Board of Directors Meeting Minutes from June 15, 2021.

Jeremy moved to approve, John second, motion carried by unanimous consent.

- III. Review and acceptance of Income Statements dated June 30, 2021.

Peri shared details about the current income statement for review. Jeremy moved to approve the income statements, John second, motion carried by unanimous consent.

- a. Invoice approval-Peri shared details about the attached invoices for the board to review.
- b. 2020-year-end audit completed by Mansperger Patterson—Peri shared details about the attached audit. Our audit shows that our HOA is in good financial standing. The board has requested for full financial audits versus a financial review to ensure full transparency to the community.

Jeremy moved to accept the audit as presented, John second, motion carried by unanimous consent.

- IV. Old Business:

- a. Caretaker- Last phase of Sisso tree removal project for 2021
Peri updated about the removal of the old trees and the new trees should be in by the end of the year. This will make the removal of 100 trees as approved by the board. The next 100 should be considered in the January 2022 meeting.

- b. Turf reduction project/ granite refresh – Complete

Peri updated about the granite refresh and turf reduction project. Everything on west side of Cortessa Pkwy has been completed. Perryville and Peoria outside wall areas are only areas that still need to be completed. Jeremy brought up issues of the appearance of the entrances with the grass being unable to grow.

We will discuss again at an upcoming meeting whether or not to fill in with granite or what to do. Beth mentioned that neighbors are really unhappy with how this area looks so we need to consider sooner rather than later.

- c. Wall repairs at 186th Lane - 3 projects complete.
- d. Gated parcel road maintenance re-schedule and final inspection dates.

John shared that it's an on-going process. There was a pause due to a machine malfunction but will resume. Monsoon weather and working around trash day has been challenging but should be done by Aug 31.

V. New Business:

- a. Winter grass overseed areas

Last year we overseeded big park and high traffic areas. We spent \$20K last year and it is same in budget for this year. There is a shortage of seed due to Covid. Caretaker had suggested doing the overseeding on a rotating basis. There is an increase in seed cost due to the shortage. Seed costs have nearly doubled in cost.

Proposal 1 is \$39,825 which includes most of community except the big park
Proposal 2 is \$51,185 which includes the big park.

Residents asked about changing landscaping companies and Jim and Jeremy shared history of the change to Caretaker 3 years ago and how much less expensive it is compared to previous company. Jeremy shared about why we are doing turf reduction to prepare for county regulations on water usage.

After discussion with residents present, Board will take our proposal of \$20K to Caretaker to see if they can work with us on what can be done with what we have budgeted.

- b. Review of proposal from BKB for walkway and steps at 2 parks

Jeremy shared about the addition of the walkway and steps to the two parks to help make the parks more accessible for all members of the community.

Jeremy moved to approve the proposal for walkway and steps, John second, motion carried by unanimous consent.

- c. Review of proposal from CLD for holiday lights

Beth asked about the matching lights at both entrances. We will be using the old lights that we own at the Perryville sign, but we will use CLD lights for the entrances. We have garland on gated entrances and Citrus as we have no power for lights.

Jeremy moved to approve the CLD holiday light proposal; Beth seconded. Motion carried by unanimous consent.

d. Stump removal

Peri advised that this project is in process. The enhancement team is working on it.

e. Annual Meeting 9/21/21

Jim advised that the meeting should be in person. 10% of the community is quorum. Beth asked the board for thoughts on bringing in a food truck to entice people to come to the meeting. Beth will inquire about details with the school to see what is allowed and come back to board with information.

f. 2022 Operating budget preparation

Peri will work toward getting line items prepped for the upcoming operating budget.

VI. Pending items:

a. New phone board ordered for gated Parcel 18

Peri advised the body that the board is fixed and completed as of yesterday Aug 16, 2021.

b. Reserve Study site visit scheduled for 9/13 /21

Peri advised the body that the reserve study has been on hold, but it will be ready for 2021. It won't be available in time for the budget approval, but it will be available later this year.

c. Cleanup of 404 area pending schedule with Caretaker.

We are only able to clean up and remove dead plants. We have to work with the Army Corp of Engineers to get permission for any additional work.

d. Large tree trim project pending schedule with Caretaker

Peri advised the board that the schedule will be updated.

VII. Open Discussion

Resident asked about what can be done about the number of cars that park right in front of the gates on the gated community. People are parking their cars and blocking the gate. They have asked the school who said there isn't much that can be done. Beth suggested discussing with the school district if school is unable to help. Jeremy and other residents also suggested that this is a hazard as emergency vehicles wouldn't be able to enter.

Resident also asked about having letters sent versus sending via email. It would cost less to the association to email. Peri advised that the Association is required legally to send documents via USPS.

Resident asked about overnight parking. She mentioned there are a lot of people who are parking RVs on streets and its hard to see around them. She saw a car accident happen because one driver couldn't see the other. 54% of our citations are parking related.

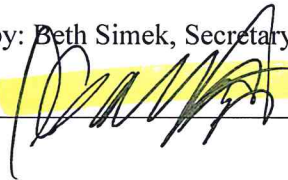
Resident asked about low-income housing being put in on Waddell and Cotton. Association has no say over this.

Jeremy mentioned about how we need to be paying better attention while driving. One of our landscapers was hit in her golf cart by a driver.

VIII. Adjournment at 8:21PM

Minutes Prepared by: Beth Simek, Secretary

Approved by: _____

 9/21/21