

CORTESSA COMMUNITY ASSOCIATION

P.O. BOX 25466  
TEMPE, AZ 85285

Open Session Meeting  
Tuesday, April 18, 2023 Mountain View Elementary 7PM

Minutes

Attendees:  
Jim Gallagher  
Jeremy Bethancourt  
John Aguilar  
Josh Coffman-absent  
Beth Simek

KMS Attendees & Speakers  
Peri Swenson  
Josh Dressler, Caretaker  
Aaron Sundquist, Caretaker

I. Call to order: 7:02PM

II. Guest Speaker - Caretaker Landscape Maintenance

Josh Dressler and Aaron Sundquist from Caretaker provided an update on the progress of the community. 70% of cutbacks have been completed. Pre-emergent was laid down in January 2023 but the rains we had in March have led to an issue with weeds overrunning the community. 2 spray techs have been out for the past 8 days to work on the property. Aaron advised that in next 4 weeks, the cutbacks should be completed. Aaron advised that the irrigation tech has been out and asked that community please keep reporting any leaks or issues so they can get it fixed right away. Josh said that the Bermuda grass is starting to come in and will be on a program to spot spray the weeds. Irrigation will be coming more frequently. Aerating will start in early May.

Homeowner asked about what we can do about the mosquitos that come. Peri will be working with Burns Pest Control to control the mosquitos. There will be more rock put into the culverts. A homeowner asked about a culvert on 181<sup>st</sup> that is not draining? The culverts are supposed to drain in 72 hrs' time. Everything that homeowners send to Peri is forwarded to Caretaker to manage. Aaron confirmed receipt and advised that he and Peri are in contact at least 3 days per week.

Jeremy Bethancourt asked for a timeline for the solution of the culverts. Aaron advised that within 2 weeks that an enhancements team should have it scheduled to get fixed. They will update Peri within that time.

Enhancements team should start April 24 to plant the mulga trees. The arbor team will begin grinding the stumps in about 3 weeks. Storm damaged trees have been sitting for months. Josh advised that it's been a problem with Caretaker for a while and they have purchased 2 stump grinders. Josh advised they will be getting those done as soon as they can.

Jim Gallagher advised the number of trees that need to be re-staked and how long our board has waited. The grounds crew is not managing the tree staking. Aaron advised he will work with the enhancements crew to get the tree staking done. Jeremy Bethancourt reminded Josh and Aaron that we are on phase 4 of this and we need it done now. Josh advised he will have someone out here this week to review and get started on it. A homeowner reiterated Jeremy's point about the staking of the trees properly because there are many that haven't been staked properly.

Another homeowner mentioned the gopher holes. Caretaker is not responsible for the gophers. Our pest control company is supposed to manage those. We increased the gopher treatments to once per week. Jeremy Bethancourt asked why Caretaker is leaving the gopher mounds? Josh advised that they should be knocking those down and they will be addressing that issue now that they know that the crew isn't doing what they are supposed to do.

Beth Simek asked Josh and Aaron if as they drove through the community to get here tonight do they feel that the community is up to Caretaker's expectations of their own work? Both Josh and Aaron admitted that the community is not as nice as it could be though it is better than it was one year ago.

Jeremy Bethancourt asked what our maintenance cycle is supposed to look like? Aaron advised that community is on a 4-week cycle, meaning that from east to west, north to south the entire property should be maintained over that 4-week cycle. Jeremy Bethancourt asked what are the "man hours" that will be allocated to get us onto that 4-week cycle that we had been promised contractually? Jeremy advised at this point Caretaker is and continues to be in breach of contract and that we would be going through bid process because Caretaker has not been fulfilling their obligation.

Josh advised they will try to get crew out here for the weekend and does offer overtime, but the crews are not obligated to work on Saturdays. Aaron agreed that Caretaker has been out of contract. He advised that they are doing all they can to work inside contract. Jeremy asked when are those in decision making authority going to care about keeping Cortessa as a client?

A homeowner asked about who is responsible for the day-to-day operations? Aaron shared name of the supervisor "David". Aaron said the crew reports at 5:45AM and typically takes lunch about 10-10:30AM. They do have to leave the property to take bathroom breaks. Jeremy requested to add an agenda item to having a port-a-john on site for future discussion.

Aaron advised that Cortessa is their largest West Valley community, and they don't want to lose our business.

Recap of board must-haves:

Stumps will be managed before more trees are taken out.

Trees will be re-staked where needed and have the stakes removed if a tree is stable.

Culvert drains issue will be fixed.

Gopher mounds to be filled in

III. Review and approval of the Board of Directors Meeting Minutes from March 21, 2023

John Aguilar moved to accept, Jim Gallagher second, motion carried by unanimous consent.

IV. Review and acceptance of Income Statements dated March 31, 2023

Peri reviewed the income statements.

a. CD 6062 - Reinvested/ CD 7129 - Maturing 5/4

Peri reviewed the reinvested CD 185. Peri advised that CD 6062 was mistakenly mentioned. It should be CD 185. Treasurer Josh Coffman will review with Peri what recommendations to make for reinvestment for CD 7129 maturing in May.

- b. Invoice approval

Peri reviewed the invoices.

V. Old Business:

- a. Caretaker - Status of approved projects

Peri advised that the monument flowers were supposed to come in this week and the 404 should be completed by the end of April.

- b. Caretaker - Large tree trim proposal

Board had tabled this item from last month. Cortessa has 250 trees that need to be trimmed throughout the community. Peri advised there are at least 4 homeowners who have asked for the trees hanging over their walls to be trimmed.

John Aguilar moved to move forward with next tree trimming, Jeremy Bethancourt second, motion carried by unanimous consent.

VI. New Business:

- a. ADWR reports (Arizona Dept of Water Resources)

EPCOR report in packet for water usage in 2021. We were over our allotment, but we have a flex account that takes account year to year to alleviate any penalties for overage. Peri completed a report on turf conservation to ADWR.

- b. Proposal from HOA Playground for 4 new dog waste stations

Four of the dog waste stations have rusted out and need to be replaced.

- c. Repairs to drainage culverts

Reviewed with Caretaker earlier in meeting.

- d. Parking on Perryville Road

We don't own that property but the area is now fenced off by the property owner. There are some semi-trucks parking now in the community which is being addressed.

VII. Pending Items:

- a. Updates to minimum plant count/Design Guideline updates - in process

Minimum plants is 1 tree and 6 plants. A homeowner asked about consideration for the square footage of the yard. Beth Simek advised that the board would review on a case by case basis as per previous discussion in November 2022.

- b. Roof tile repairs at park ramadas - need proposal

Pending proposal

- c. Cost for flow sensors from Caretaker - need proposal

Pending proposal

d. HOA Playground repairs - pending parts and scheduling

e. Construction netting on street culverts

The county is supposed to clean out. Peri has called but has not received a response yet as to what the cycle is for cleaning the netting.

f. WM agreement/budget update

Tabled to next month as Peri has a meeting with WM before the May meeting.

A homeowner asked about the cost for WM per homeowner. It is approximately \$17/home for WM service for trash and bulk service. The discount we receive as a community is far greater than what an individual homeowner would pay times 1700+ homes.

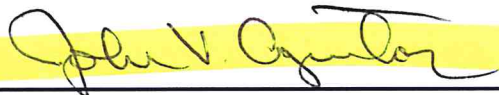
A homeowner asked about receiving a holiday schedule for WM. Peri will obtain and share at next meeting.

#### VIII. Open Discussion

A homeowner requested to know who comes out to review the property for violations. Kinney Management does certain violations while we have an overnight service that drives the community for overnight parking violations.

Homeowner asked about a neighbor who is not picking up their dog feces and it is causing flies in their yard. Peri asked for him to email her so that a notice is generated however Maricopa County Code Compliance would be responsible for enforcement.

#### IX. Adjournment: 8:35PM

A handwritten signature in black ink, appearing to read "John V. Cagulator", is written over a yellow rectangular highlight.

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Minutes Approved/Date