

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

Open Session Meeting
Tuesday, January 16, 2024
Mountain View Elementary
Minutes

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

KMS Attendees:
Mike Swift

- I. Call to order—7:01PM
- II. Review and approval of the Board of Directors Meeting Minutes from November 21, 2023

John Aguilar moved to approve the meeting. Jim Gallagher second. Motion carried by unanimous consent.

- III. Introduction of Conduct Resolution Policy-agenda title amended to Conduct Meeting Policy.

Mike Swift introduced the Policy to Conduct Meetings. This is being put in place to ensure meeting is run in an orderly manner and to ensure that we are leaving on time as we only have the space until 8PM. This policy will be made available on the Cortessaliving.com website.

The Board has also agreed to set up Zoom capability and there are 9 members on listen only mode.

Mike also shared that our future meetings will be in the Mountain View Library.

- IV. Review and acceptance of Income Statements dated November 30, 2023
Mike Swift shared the income statement for both the main and gated community.

John Aguilar moved to accept the income statements. Beth Simek second. Motion carried by unanimous consent.

- a. Invoice approval
Jim Gallagher inquired about Caretaker bill in 2022. Mike Swift will confirm with Caretaker what the invoice is for and we can approve via email later and Mike will double check to ensure we haven't already paid.

There is also a duplicate invoice that Mike will also confirm is a duplicate. The invoices are otherwise signed with the exception of those mentioned.

b. Proposals

Mike Swift reviewed the proposals. An emergency repair needed to be completed on the storm drains on Friday that Mike approved. Jim Gallagher signed the Stormwater Pros proposal.

HOA sandwich board signs were set out in preparation for the meeting and Jim Gallagher signed the proposal for reimbursement.

Caretaker proposals will be discussed in Executive Session.

V. Old Business:

a. Winter overseed/tree planting

b. Stormwater Pros

These items are tabled until next meeting.

VI. New Business:

a. Homeowner requests to see violation percentages going forward

Mike Swift reviewed the violation percentages from November 17, 2023 to January 11, 2024.

Jim Gallagher advised that if anyone receives a notice about bulk trash to contact Kinney as it will be waived. Beth Simek asked about bulk trash date—was it changed? It was a one-time change due to holidays. Going forward it will continue to be the 1st Saturday of the month. Trash wasn't picked up today and evidently it is shifted a day due to MLK holiday.

VII. Pending Items:

a. HOA Playground repairs – parts ordered

b. Christmas lights- follow up on vendor

Mike Swift requested feedback about the Christmas light company. The board and members present were all unanimous that the lights looked nice

VIII. Open Discussion

A homeowner requested information on cost savings initiatives we have in place for 2024. Mike Swift advised he's not prepared to speak on that and will follow up.

A homeowner provided his own code of conduct for us to review. Jim Gallagher agreed to accept it under advisement.

A homeowner asked about the budget savings on watering and using more technology. As mentioned in previous meeting, there are certain documents that are required by law to be sent via US mail.

A homeowner asked who manages website. Mike Swift advised that Concepts and Creations updates the website, but Kinney manages it. Homeowner noted there are several outdated issues. Mike Swift is directed by board to get the website up to date and will report back to board next meeting.

A homeowner asked about the Zoom meetings being listen only. The Zoom will be maintained in listen only mode. When we get moved to the library, we may revisit that in future. Per the Conduct of Meeting policy, people present get first ability to speak.

A homeowner asked about bids on a new landscape company. We are in beginning stages of the bid process. The current contract is month to month.

A homeowner shared her opinion on the mailing of postcard. Homeowner felt the USPS is ineffective. Homeowner echoed sentiment of website being out of date. Mike Swift advised again he will ensure data on website is updated and will report back to board.

John Aguilar advised that since July and December are the only months we don't meet. Board will discuss

A homeowner asked what other HOA communities we speak with to gather information. Beth Simek advised we speak with Rancho Gabriela, Surprise Farms I, II, III, and Marley Park.

A homeowner asked about board member training for community members. This is not available for community members. When asked about how to run for the board, that information is available on the website in the CCRs.

A homeowner asked about Wyrdd updates. Mike Swift said they haven't given a proposal yet to begin.

IX. Adjournment: 7:54PM

Minutes Prepared by: Beth Simek, Board Secretary

Signed by:

Date: