

**SUNLAND VILLAGE EAST ASSOCIATION  
BOARD OF DIRECTORS MEETING  
June 12, 2014  
Auditorium**

The SVE Board of Director's Meeting was called to order at 9:00 a.m.

Presiding Officer – Vice President Linda Cerf

All stood for the Pledge of Allegiance

Board Members Present –Linda Cerf, Arden Freeman, Ed Zarr, Jack Grove, John Hewitt, Bill Randall, Manager Lisa Titmas, Excused - Richard Peterson

**Secretary's Report**

**The May 8, 2014 SVE Board of Director's Board Meeting Minutes** - Arden Freeman motioned to approve the minutes as posted, John Hewitt seconded. Yeas - Arden Freeman, Ed Zarr, Jack Grove, John Hewitt, Bill Randall. No Nays Passed

**The May 14, 2014 SVE Special Meeting Minutes** - Ed Zarr motioned to approve the minutes as posted, Arden Freeman seconded. Yeas - Arden Freeman, Ed Zarr, Jack Grove, John Hewitt, Bill Randall. No Nays Passed

**The May 22, 2014 SVE Special Meeting Minutes from May 22, 2014** - Jack Grove motioned to approve the minutes as posted, John Hewitt seconded. Yeas - Arden Freeman, Ed Zarr, Jack Grove, John Hewitt, Bill Randall. No Nays Passed

**The June 5, 2014 SVE Special Meeting/Study Session Minutes** - Ed Zarr motioned to approve the minutes as posted, Arden Freeman seconded. Yeas - Arden Freeman, Ed Zarr, Jack Grove, John Hewitt, Bill Randall. No Nays Passed

**Treasurer's Report – Ed Zarr**

On the Statement of Operations, the total revenue year to date is \$763,190.56 which is above budget by \$120,709.12. The capital contribution for May was \$10,500.00 which is above budget for the year by \$29,500.00. The total Year to date revenue from Capital Contribution is \$53, 250 which remarkably is only \$3,750 away from the annual amount projected for the 2014 budget. In May, retail sales revenue was \$254.00; commission revenue is \$1,171.11; other miscellaneous revenue is \$273.13. All of these income categories are above budget. The Bingo Revenue is at \$12,043.00 which is also above budget. Administrative, payroll, pool, scheduled maintenance, activities and utilities expenses are under budget for the month of May. The Year to date payroll expenses is under budget by \$41,530.02 and utilities expenses are under budget by \$4,555.75. Bingo expenses include winning payouts, supplies and donations. The year to date net income after expenses is a positive \$83,628.44 for Operations; this figure does include the Bingo expenses, and the monthly reserve allocation. We anticipate receiving our completed annual

audit in the near future. On the Reserve & Capital Fund Statement, there was the monthly budgeted reserve allocation of \$10, 210.00 and a Capital Contribution of \$10,500.00. The bank accounts and investments are reconciled. As for expenses, to date \$45,000 has been spent on the Mesa Verde Parking Lot construction. In addition in May, we spent \$24, 263.72 on the Key Card/Camera Security System. There is a year to date negative net income of \$403.48 for the reserve/capital statement. As of May 31, 2014, for the operations, there is a balance in the bank accounts and investments of approximately \$954,000. In addition, the reserve/capital balance in the bank accounts is \$768,001.94.

### **Security Report – John Hewitt**

Open garage doors, 106---no more narrative. It does no good. Security saw several rabbits, skunks, packs of foxes. Did escorts for singles and bingo. Several nights, fans, lights left on/back door left unlocked at south fitness center. Lights on, door unlocked at new massage room, auditorium door unlocked. Five golf carts driving with no lights (give a little input on this). Still lots of RV's motor homes and trailers. One night about 2:15 a.m., there was a drive by shooting by pellet gun of rear window of the parked security car in office parking lot. Our video surveillance caught some of it, but not for the street though. Many walkers and joggers wearing dark clothes during evening hours. Two security cameras were stolen at the Palo Verde Building around 1:00 a.m. one evening. The incident was reported to Mesa Police. Please keep your garage doors closed and homes secure.

### **Architectural Report – Jack Grove**

During the month of May 9 homes and 5 condos changed ownership. 15 ACC requests were approved, 2 violations letters were sent out.

### **Manager's Report – Lisa Titmas**

A **BIG** thank you to Bobbie Hughes, Sharon Schwarz, Linda Gerken, Colleen Karnick, Lee Sorenson, Marlene Wood, and Betty Wrigley. These ladies comprised a decorating team for SVE for the past 8 years. A simple "Thank You" hardly seems enough. They deserve recognition for their work, so why not take the time to thank each of these ladies for their contribution to SVE.

The Mesa Verde Parking Lot is now open. There are 3 trees currently located on the west side of the fitness building that need to be relocated to the area between the golf cart parking area and the bocce ball courts.

Padding for the metal door handles that are directly affected by the summer sun will be installed on the handles soon.

Both the maintenance supervisor Ted Ferrell and I are doing a walk-through of all common area facilities. We have started in the Mesa Verde Room. We're making a list of items both inside and out that need to be repaired, touched up or replaced.

Over 400 fitness codes have been downloaded. The generic code will be updated on a monthly basis as will additional homeowner codes. An alternative to getting a code is to use a key card to get into the pool area and enter through the fitness building door on the North side of the pool. No swimsuits or wet clothing are allowed in the fitness facilities.

Maintenance rented a lift and cleaned the inside of the tennis court lights. An attempt was made to use the lift to clean the shuffleboard lights as well. However, the lift didn't fit into the shuffleboard gate. A ladder will be used instead.

North spa jets are currently being worked on. The jet located on the east side of the spa and was spraying up and out of the spa, but is now repaired. The chemicals are now balanced and the stain that was causing much concern is gone. As a result of the maintenance staffs due diligence, at this time there is no plan to tear the bowl out of the spa and do major remodeling. This saves the association \$10,000 which was budgeted for 2014.

The north office complex roof project has been put on hold until the Fall. With last years' auditorium roof surprise there was great concern to rush out and repair all the roofs. After the contractors put a bid in on the roof at the north complex our current maintenance supervisor Ted Ferrell and past supervisor Mike LaGrange got up in the attics and inspected the roofs and structure. They determined that while there was some shifting in the tiles and air vents, the vents could easily be moved and resealed. The major problem is over the breezeway outside the bathrooms. Over the summer this area will be repaired. We hope after this repair that the entire roof doesn't need to be replaced, and will potentially save the association over \$90,000 budgeted for 2014. We will however readdress the roof in its entirety after the monsoon season and if necessary send the roof project out to bid again. Contractor's bids are only good for 60-90 days.

The ceramics kiln room is being repainted and tiled. The cost of this project was allocated in the 2014 budget.

As mentioned in the past, all clubs, groups and activities who wish to request money from the association for 2015 projects, should get the requests in before October of this year. Your requests will be given serious review and consideration.

Land Acquisition Committee members: Wayne Berg, Bob Zimmerman, Roy Sager and Lisa Titmas

### **President's Report** – Linda Cerf

At the special meeting on May 14<sup>th</sup> it was agreed that the fitness club had 4-5 weeks to collect all of the required funds to install roller shutters on the south fitness center. Also at this meeting it was determined that the fitness committee was no longer required and was disbanded.

On May 22<sup>nd</sup> another special meeting was held with the announcement of the possible acquisition of 2 acres of land located in the RV Storage Lot. Manager Lisa Titmas was given authority to form a committee to research and pull together all of the needed documentation. This is a great opportunity for SVE as we are currently land locked. This will open many future recreation options.

### **New Business:**

Appointment of Land Acquisition Committee: Arden Freeman motioned to approve Roy Sagar, Wayne Berg and Bob Zimmerman, along with Lisa Titmas as committee members. John Hewitt

seconded. Yeas - Arden Freeman, Ed Zarr, Jack Grove, John Hewitt, Bill Randall. No Nays Passed

No Study Session or Regular Board meetings in July

**Continuing Business:**

Mesa Verde Parking Lot Update/Funds – John Hewitt briefed the project is now complete. In November 2013 the projected 2014 budget for the parking lot was \$68,000. In 2014, it was determined that concrete should be used instead of asphalt and the final amount approved by the Board of Directors for the Mesa Verde Parking Lot project in March 2014 was \$90,834.00. Ed Zarr motioned for the Board of Directors to approve an additional \$30,000 be repurposed on paper (from SVE Capital Contribution Fund to the Capital Project Fund) to cover the complete cost of the bid. Arden Freeman seconded. Yeas - Arden Freeman, Ed Zarr, Jack Grove, John Hewitt, Bill Randall. No Nays Passed

Security Camera Project – John Hewitt briefed the project is now complete

Fitness Facility Window Treatments – Window shutters are being installed June 12 & 13

Potential Land Acquisition Update – Manager Lisa Titmas briefed the committee is in the work stage (fact finding stage) and will provide a summary of recommendations by Sep 2014

Meeting adjourned at 9:33 a.m.

Respectfully submitted by

////SIGNED////

Arden Freeman  
SVE HOA Secretary