

# Oak Creek Estados HOA

## OPEN MEETING MINUTES

Saturday 8/27/22

9:00 AM in person in the Clubhouse or via Zoom link below

<https://us02web.zoom.us/j/88620580109?pwd=VGU2SjRrVG51ZStSSTFUVHR5ek1GZz09>

Call to Order at 9:06

### Quorum met--Attendance

- Present Board Members—Jill, Joe, Catherine, Robin, Nikki, Anthony
- Absent Board Members—Jamie,
- Present Owners—Ken Bers, Gwen Griffin, John Cunningham, John Willis, Alan Gore, Barbara Dabul, Judy Rush, Wiebke Wanner, Sally, Tom, Dave & Joanna, Tom,
- Zoom Owners—Alma Willis

Reviewed and Approved August 6, 2022 meeting minutes with changes as discussed.

### Treasurers Report -Nikki Averitt

Review accounts receivable and collections

#### Account Balances

Checking \$13,809

Capital \$199,614

Petty Cash \$215

We have 3 accounts currently more than 60 days past due.

McKenzie will be mailing letters out to those owners this week.

2023 Budget Preparations—we continue to build out the 2023 budget.

Capital Reserve Study. Deposit has been sent. They expect to do our study in January. They are currently running about 4 months out.

### Maintenance Report

General update

Inside Unit Repairs (F15, G14, G5 & G13)

F15—scheduled for Sept. by Hales Construction. Current quote \$2,360.

G14—dry rot and staining at same time in Sept. When they open up the area and see extent of damage the cost could go up. It will be billed as time and material.

G5 and G13—plumbing leak has been repaired. The walls are being dried out with fans. Repairs will occur once dry. Most of the repair work will be done on the external walls.

H&M Construction—bid for catwalk resurfacing/patchwork. We are working with a Phoenix company on the D catwalk. Our first proposal by a roofing company came in at \$80,000. This new company proposes we use “Spread Rock” product. It is more durable and absorbent. They will remove and replace the substrate, beams, railings, drip edges. The total bid is about \$22,000. He could start in September. No deposits needed. This same company is working on a project at the Collective next door in front of Snap Fitness. We are waiting to see what that project looks like when finished

Pool Service now in-house. We needed some new equipment. We are saving \$1,400 in costs from the previous company. An owner mentioned getting out maintenance workers certified in pool maintenance. Ken said the county does not require a certification. We just need to maintain our logs for 2 years. Ricardo is using the same equipment to check and maintain our pool as the county uses.

#### Pool resurfacing bids

Sanchez Pools (plaster company)—Matthew Henderson (tile). Mr. Henderson presented his bids and gave us a few other options to consider. He does the tile work himself and connects us with the plaster company so there are no additional 3<sup>rd</sup> party fees. A summary of his comments:

The plasters will chip off the old plaster, I come in and replace all the tile, then they come back to pebble the pool. I will also cover the 3-foot perimeter concrete with a sealed “Xcel Surface coat” product. He also proposed that we consider a 1” tile in the two spas. He stated it should last closer to 20 years as opposed to re-pebble spas

which only last 6-8 years. The price for tiling was not much more, but the durability is much longer. Mr. Henderson will re-submit a bid for tiling the spas.

An owner asked about the price to tile the pool to also increase the longevity and reduce pool maintenance long-term.

Mr. Henderson said tiling the entire pool is closer to a \$70,000 job, but would still be more cost effective than re-pebbling the pool three times over the next 20 years. However, he said getting porcelain and glass tile right now can be very difficult as many manufacturers are still closed from Covid. He will submit a bid for the board to consider as part of long-term plan.

We also have a crack all the way around the pool.

Mr. Henderson recommended removing the 3' concrete band around the pool, replace the top several inches of pool tile with a 12" tile coping with pavers behind them to stop that cracking. He will update his bid with this added as well.

He will give a 3-year warranty on his work.

Jim Midkiff Pools—no longer doing commercial pool repair.

Sunsplash Pools out of Cottonwood has been notified and is coming this week to give us a bid.

Pool key card access quotes—this is on hold as we await bids from:

Wired Up

Vickers

Sedona Safe and Key—2 quotes

Tree Removal—A sycamore behind G building has roots growing into one of the units and lifting the concrete of the patio. The tree will be cut back or removed. Bids are being sought.

Old Business-

HOAMCO Property Management Company

Staff Meeting with Robin and Bryan from HOAMCO—staff agreeable to stay on board and will remain OCE employees. James Spear and Maryanne have been notified their services will end Sept. 30, 2022.

Moving the process forward—the wording of the contract has been worked out. We had to send them many documents. The contract has

been forwarded to our attorney. We will begin transitioning in September. We expect to be live October 1, 2022.

Owners from the meeting were in support of the move to HOAMCO and thanked the board for moving forward.

### New Business

- Clubhouse Refresh—paint, art, TV, etc.—budget is \$1,000, One wall will be a feature wall with a bright color, the others will be an off-white color to brighten the space. Robin, the current VP of the board, is looking for new artwork to display.
- Office Refresh—new desk, computer, upgraded wifi, new floor, paint—budget is \$1,000 plus the cost of the computer. The office carpet had mold under it and has been removed. The walls are painted. The floors will be installed in September. Robin is also looking for a new desk. HOAMCO is giving us some specifications on the new computer that will be needed so we are able to run their software. Their IT department has been in contact with McKenzie. A purchase will be made soon.
- Board Meeting Schedule—in an attempt to allow for better planned board meetings, the board has decided to have a set schedule for the 3<sup>rd</sup> Saturday of the month at 9 a.m. The meeting needs to be later in the month so the previous month's financial reports are completed and forwarded to the board ahead of the meeting.
- Interim/New HOA President needed—Jill, the current president, is moving out of state and has sold her OCE property. Robin, the current VP, will commit to filling in very temporarily. Nikki will provide assistance as needed.
- Call for board nominations for 2023—It will be posted in the clubhouse, at the stairwells, be emailed. This will be done this upcoming week by McKenzie.
- Annual meeting prep, timeline and due dates—trying to schedule it for 4<sup>th</sup> Saturday in October. Need board nominations collected and voted on prior to October board meeting.
- Property Manager presence at future Board Meetings—McKenzie will schedule this as best as possible.

- 12 Staff Shirts ordered with our logo. Coming Sept. 3.— Cost about \$350.

#### Open Forum

Owners mentioned the sewer line between F and G has had some root problems. Ken said the sewer between F and G was inspected 3 weeks ago and is clear. Chemicals are used to keep that clear. But we will follow up.

Next Meeting - September 17, 9 a.m.

Adjourned—10:34 a.m.