

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices January 18 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Sue Fogel, Diane Petteruti and Jake Ulrich. Absent is Claire Pavlus.

Kinney Management Services Representative: Debbie Tribioli. 5 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

Review and Approval of Previous Meeting Minutes

Alan made a motion to approve the December 21 2017 meeting minutes with changes. Sue seconds, approved unanimously.

Financial Review

December was a good month with \$31,443 in resident income. Overall for the year the actuals and the budget were only off by \$378. All expense categories were under budget for the year except for Administrative. 2017 had a much larger than expected legal line item due to earlier conflicts as well as continued compliance violations. Wall expenses of \$20K were budgeted but unused in 2017 so those funds will remain and roll over to 2018 as Retained Earnings. The community capital grew 10% in 2017. As of the August meeting the projected reserve balance was expected to be at 77% of being fully funded. As of the end of December, they are actually at 86% of full funding status. Sue motions to approve the December 2017 financials, Diane seconds, all approve.

Landscaping Report

Board reviews the landscaping report with no stipulations. Board asks Chuck to look at the lake emitters at the McClintock entry and report back on the need for power washing that area. Board would like to make sure that Somerset knows to remove all palm volunteers as soon as they are spotted.

Lake Report

The lake report is sent to the Board via email. Board asks Debbie to check with Rick about attending the March meeting and/or having a fish proposal for the Board to review.

Liaison Report

- The trees were planted by Somerset along the east wall as discussed at the last meeting, and the additional tree was moved as instructed by Ed.
- The holiday colors on the lake fountains have been removed.
- Ed is still waiting to hear from Storm Water Pros on the scheduling. Debbie will check on that.
- Pump guys are going to try another seal; all of this is covered under the warranty.
- Ed will check with Rick about a chemical to help with algae build up on the lake emitters at the McClintock entry.
- Thanks to Chuck for removing the holiday wreaths and garland.
- Somerset needs to check on the lights on the palms by the Elliot fountain.

Architectural Report

Since the last meeting there has been 2 requests submitted. One for back and side yard pavers and a tree, one for a new garage door.

Lot 48 submitted for the pavers and tree. This has been approved by the Board.

Lot 14 submitted for a new garage door. This has been approved by the Board.

Committee will have homes with approved submittals place a sign in their windows.

Committee has agreed to two new paint schemes. Diane motions to accept the new colors, Alan seconds, all approve. Will bring in the final book next meeting.

Committee will draft a letter/package for the Board to review regarding house maintenance i.e. checking on fascia, rust stains, stem walls, re-painting exterior, driveway conditions, etc.

New Business

- **Draft Investment Policy** – Alan had sent the draft to the Board to review. Need to have Debbie check again on the policy of the bank on multi-signature checks. What is the liability on the part of the Bank? Would KMS put up a bond? Draft Investment Policy is tabled until the next meeting.
- **Somerset Proposal to prune root and install dirt** – Board reviews the proposal. Alan motions to approve, Jake seconds, all approve.
- **CraftKing Invoice** – Invoice is approved for payment.

Old Business

- **Wall Bids** - Debbie gives an update on the progress. More time is needed to get restructured bids.

Open Discussion Topics Included

- Board agrees on April 8th at 4pm as the next date for the community picnic. Jake motions for event to be catered, cost not to exceed \$1500 and Sue to coordinate, Diane seconds, all approve.
- Discussion about changing lake path lights to LEDs. Debbie to check with SRP.

Next meeting: The next meeting will be on February 15 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Jake motions to adjourn, Sue seconds. The meeting adjourned at 7:42 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices February 15 2018 6:00 PM
OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Sue Fogel, Diane Petteruti and Claire Pavlus. Absent is Jake Ulrich.

Kinney Management Services Representative: Debbie Tribioli. 7 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Claire.

Guest Speaker – Ken Miceli – Advanced Painting and Contracting

Ken has visited the community several times and spent several hours looking at all sections of common wall. He presents the Board with a summary of his conclusions and a map of the walls with a priority 1, 2 & 3. This is still in the preliminary stages and the Board is waiting on additional bids. Gilbert Rodriguez of lot 296 is present to express his concerns to the Board about effects to owner's yards and their responsibility.

Guest Speaker – Rick Amalfi – Aquatic Consulting and Testing

Rick is here to speak about a recent positive test for golden algae in the lake as well as a fish stocking proposal. The proposal will be emailed to Debbie, who will email it to the Board. Rick speaks about the positive test and the possible causes and effects. Also about the purpose of different fish in the lake. Last fish stock was in October of 2015.

Review and Approval of Previous Meeting Minutes

Alan made a motion to approve the January 18 2018 meeting minutes with changes. Sue seconds, approved unanimously.

Financial Review

January collections are ahead of budget with \$29,544. It is also noted that the contribution to the reserves is now at \$3500 per month, of which \$500 goes to the capital reserve. Alan asks Debbie to have the \$1750 for wall repair reclassified from contract services to wall/monument repairs. Profit for the month of January 2018 was \$7796.00. There is discussion about how to post the annuities on the balance sheet and when to declare the annuity income. Sue motions to approve the January 2018 financials, Diane seconds, all approve.

Landscaping Report

There is no report at the time of the meeting. Board asks Debbie again to make sure that Somerset knows to remove all palm volunteers as soon as they are spotted, also to ask them to attend the March meeting.

Lake Report

The lake report is sent to the Board via email.

Liaison Report

- Ed reports that the area that Somerset was tasked to root prune, add dirt and sod was not done adequately. Debbie to let them know that more work needs to be done.
- StormWater Pros has completed the drywell cleaning and did a good job. New levelers are need for the drywells and Ed will build those.
- The pump bushing was replaced and should hold up for about 5 years.
- The aerators have been rebuilt and installed.
- Rick with Aquatic Consulting brought Chuck some granulated peroxide to clean off the algae at the sprayers.
- The Bob's bay fountain is out and they are working on it.

Architectural Report

Since the last meeting there has been 1 request submitted.

Lot 159 submitted for a security door, color to match the house body. This has been approved by the Board.

Committee proposes to remove paint schemes 3, 4, 6, 9, 10, 17, 21, 24 & 25. Board approves.

Committee will draft a letter/package for the Board to review regarding house maintenance i.e. checking on fascia, rust stains, stem walls, re-painting exterior, driveway conditions, etc.

New Business

- **Draft Investment Policy** – Alan had sent the draft to the Board to review. Debbie shares the response from the Bank on their policy for cashing multi signature checks. Debbie to check with Kinney on their policy.
- **Approval of Somerset Invoice to prune root and install dirt** – Board is not satisfied with the work done and ask Debbie to contact them.
- **Approval of Somerset Invoice for power washing** – Invoice is approved for payment.
- **Approval for Stormwater Pros Invoice** – Invoice is approved for payment.

Old Business

- **Wall Bids** – Update given by Guest Speaker Ken Miceli
- **Picnic Update** – Date has been changed to April 22nd.
- **City of Tempe Grant** – There is quite a bit involved with the grant approval process as they have some new policies. Board will consider forming a separate grant committee and applying next year.

Open Discussion Topics Included

- Don Zyriek discusses with the Board the investment policy – it is still in the draft stage, the portal – that should be available very soon, the recent tree trimming – Board did receive Lisa's email and will have Somerset available for the next Board meeting, landscape screening – Board has made no decision on this, next walk thru – Board has not date yet set.

Next meeting: The next meeting will be on March 15 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Sue motions to adjourn, Alan seconds. The meeting adjourned at 8:37 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices March 15 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Sue Fogel, Diane Petteruti, Jake Ulrich and Claire Pavlus. .

Kinney Management Services Representative: Debbie Tribioli. 5 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

Guest Speaker – Darin Marcari – Somerset Landscaping

Darin has a handout from a walk around the lake area he did with recommendations. There is discussion about re-doing the tree inventory list. There will be more pruning and thinning in the next couple of weeks.

Homeowner Lisa Zyriek has a concern about keeping the canopy of the trees equal with the fence line on the east side as those trees are to act as a screen from the commercial property next door. Board agrees with this and Darin will keep that in mind when doing work in that area.

Homeowner Troy Axtell has a question about tree replacement. The Board explains that there are several steps to go thru prior to getting to the replacement stage but replacements will take place.

Review and Approval of Previous Meeting Minutes

Alan made a motion to approve the February 15 2018 meeting minutes with changes. Sue seconds, approved unanimously.

Financial Review

The February financials are not available at the time of the meeting. The Board does agree that on future financials they would like to see the annuities showing the accumulated value not the surrender value.

The Board discusses the topic of getting and HOA credit card. Discussion includes traceability of purchases, less need for small reimbursements and card limits. Jake motions to approve obtaining a card for HOA purchases with a limit of \$2500 with one card to be held by Alan Heikkala, one to be held by Jake Ulrich and one to be held by the liaison team. Cards will not have a cash advance option nor will there be an annual fee. Diane seconds. The Board opens the discussion up to those present, 2 homeowners voice their concern. Sue announces she has a conflict of interest since Chuck Brun is part of the liaison team and would have access to a card. There are 4 Board members in approval, one Board member votes no, and motion passes.

Landscaping Report

Board reviews the landscaping report with no stipulations. They do ask if Ed Hargis can attend the April meeting and then quarterly after that.

Lake Report

The lake report is sent to the Board via email. Board approves Diane to purchase (not to exceed \$100) signs for around the lake to read "Potential Golden Algae Contamination – No Fishing"

Liaison Report

- The motor has been replaced at the Bob's Bay fountain.
- The motor at Jacquie's Bay has been cleaned and is now spraying higher.
- Chuck spoke to Andy with Aquatic Consulting and they will be testing the SRP water also to see if there is golden algae present there as well.
- Chuck and Ed have reworked the levers in the drywells.

Architectural Report

Since the last meeting there have been 3 requests submitted.

Lot 243 submitted for exterior party lights. The Board tables this request until the Architectural Committee can develop the conditions under which these lights would be approved i.e. no dangling wires, all lights in working order, no exposed wiring, etc. Once that has been developed, the committee can forward the wording to the Board for a review and final approval, then this submittal can be approved with conditions.

Lot 316 submitted for exterior party lights. The Board tables this request until the Architectural Committee can develop the conditions under which these lights would be approved i.e. no dangling wires, all lights in working order, no exposed wiring, etc. Once that has been developed, the committee can forward the wording to the Board for a review and final approval, then this submittal can be approved with conditions.

Lot 280 submitted for replacing grass with artificial turf. Since the submittal the owner is reconsidering changing the turf to granite. So at this time the Board will deny the submittal and ask the homeowner to resubmit when they have a final plan.

New Business

- **Draft Investment Policy** – Alan has incorporated those comments received back from the Board into the latest version. Board asks Debbie to check and see if the checks used by Kinney have 3 signature lines and/or how would that work if a check needed 3 signatures per their new policy. Alan motions for the Board to approve the policy via email vote with 1 week or by March 23rd, Jake seconds, all approve.
- **Approval of Somerset Invoice to prune root and install dirt** – Board is still not satisfied with the work done and ask Debbie to have Ed Hargis attend the next meeting to discuss.

Old Business

- **Wall Bids** – Jake motions to form a Wall Integrity Ad Hoc Committee, Sue seconds, all approve. In addition Claire motions to have the 8 homes between the North entry on McClintock and the canal evaluated by Finesse Construction at a cost of \$20 per home. Diane seconds, all approve. Debbie to contact Finesse.
- **Picnic Update** – Date has been changed to April 22nd. Debbie to send out a postcard. A bouncy house has been ordered at a cost of \$285.25. Sue will be doing the prep work and food purchasing.
- **Community Portal** – The portal version still needs work. It is very plain and needs to include the extras discussed in the original meeting. Board is unhappy with the progress. Debbie will contact the vendor.

Open Discussion Topics Included

- Size of font on architectural form for website – Chuck to send to Jake for resizing
- Forms of communication within the community
- HOA sponsored meeting videotaping and posting
- Future picnic food trucks

Next meeting: The next meeting will be on April 19 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Jake motions to adjourn, Alan seconds. The meeting adjourned at 8:22 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices April 19 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Sue Fogel, Diane Petteruti, Jake Ulrich and Claire Pavlus. .

Kinney Management Services Representative: Debbie Tribioli. 14 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

Guest Speaker – Ed Hargis – Somerset Landscaping

Ed announces that a new account manager and field supervisor has joined the team. His name is Frank and he will be in the community about two times per week. Darrin will bring Frank to the May meeting and introduce him. The crew will soon be changing flowers; the community needs one new pot for the sitting area around the lake. Board asks Ed to spruce up the pots at the entry. Ed will email pictures/suggestions to the Board. Board speaks with Ed about Invoice #5781 where the tree root was removed by the paved sitting area on the west side. Work was not done sufficiently. Ed will make the improvements and adjust the invoice. Board has bid for olive tree spraying. After some discussion, it is determined that the type of olive trees the community has, do not need to be sprayed. Board reminds Ed that the tree inventory needs to be completed. The Board will be doing a walk around (date to be determined) and will check on low spots off the sidewalks for the areas where pea gravel, sand, dirt and sod needs to be added. Debbie to let Ed know when the walk thru is scheduled.

Review and Approval of Previous Meeting Minutes

Sue made a motion to approve the March 15 2018 meeting minutes with changes. Alan seconds, approved unanimously.

Financial Review

For February the total income was \$25,589.69. After expenses the community is \$7374 under budget. Alan notes that there are several transactions that need to be reclassified and he will get with the accountant to take care of that. During February, Alan reminds those present that there was an expense for \$9975 to Stormwater Pros for drywell maintenance.. This was a planned expense for the common area and paid for out of reserves. This caused a loss for the month of \$3758.89.

Overall March was a strong month for collections with income of \$30,111.50 and total operating expensed of \$25,946.82. Alan points out that the financials now show an Annuities Change in Value line item of \$11,629.91. Largely due to this, March shows a net gain of \$15,908.86. Sue motions to approve, Claire seconds, all approve.

Landscaping Report

Report was given orally during the guest speaker section.

Lake Report

The lake report is sent to the Board via email. Board asks Debbie to check with Rick and see if there are any other reports of active golden algae nearby and was the inlet from the canal a factor.

Liaison Report

- Light in the NW bay will need to be pulled and retro fitted. Ed will work on it.
- Ed is working on adjusting the levelers for the drywells.
- Ed and Chuck have noticed that the cement/river rock border around the lake is in need of some work. Debbie to get some bids and check with Rick at Aquatic and Christine at the Lakes about vendors.
- Somerset did a good job on removing the tagged trees around the lake and grinding the stumps. Potential liability was the Board's priority in removing the trees.

Architectural Report

Since the last meeting there have been 5 requests submitted.

Lot 243 and 316 were approved with conditions which the Board reviewed and approved as the standard response on exterior lighting.

Lot 314 submitted for exterior lighting – this is approved conditionally

Lot 89 submitted for exterior lighting – this is approved conditionally

Lot 381 submitted for exterior paint in either scheme 2 or 12. This is approved but owner will need to inform the Board of his final choice.

Lot 295 Submitted to paint exterior in scheme #27 – this was approved.

Lot 109 has a pending submittal for shade sails.

New Business

- **Draft Investment Policy** – The Board has previously reviewed the investment policy via email. Alan motions to approve, Claire seconds, all approve.
- **Credit Card Use Policy** – Board will create a use policy for the credit card.
- **Review of Somerset Proposal to screen lot 310** – There is discussion about the type of plant proposed. Ed Grabowski suggests a different type more suited to screening. Board would like for Darrin and Ed to get together for another bid.
- **Wall Integrity Committee** – The Board had 4 submitted volunteers with one more volunteer at the meeting for a total of 5. Board member Claire will be the committee liaison. Debbie will email the committee tomorrow with all the data and contact info for the other committee members. Ultimately the Board would like to have a final report at the August meeting and a presentation at the annual meeting in September.

Old Business

- **Picnic Update** – Picnic is Sunday, April 22 from 4pm to 6pm. South end of the lake, bouncy house and food will be served!
- **Community Portal** – The portal version nearly complete. They are just waiting on the credit card portion to be completed by OpenEdge. In addition there will be a webmaster with their fee paid by KMS. Following the finalization of the portal, a postcard will be sent out with instructions to owners about signing up.

Open Discussion Topics Included

- There are no homeowners that wish to speak during open discussion.

Next meeting: The next meeting will be on May 17 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Sue motions to adjourn, Alan seconds. The meeting adjourned at 7:37 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices May 17 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Sue Fogel, Diane Petteruti, Jake Ulrich and Claire Pavlus.

Kinney Management Services Representative: Debbie Tribioli. 6 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

Guest Speaker – Darin Macari – Somerset Landscaping

Darin introduces Frank who works with Darin and Ed and also communicates with the crew. Frank will help out with quality control and supervisory issues. Darin has a tree inventory list for the Board which includes tree type and count. There are a total of 1079 trees. Palm trees will be trimmed soon. Board asks Frank to check on the lights in the common areas.

Review and Approval of Previous Meeting Minutes

Sue made a motion to approve the April 19 2018 meeting minutes with changes. Claire seconds, approved unanimously.

Financial Review

Alan and Jake met with the new accountant Tatiana and accounting supervisor Misty on April 26th. Purpose was to reclass some of the line items to have them jive more with the budget. Board will be considering a new CD and/or money market account for the community. For April the total operating income was \$26,656.53 with a year actual amount of \$112,873.72 which puts the community ahead of budget by \$5,973.72. Total operating expense for the month was \$21,397.66; budgeted amount for the month was \$25,412.00 so expenses were under budget by \$4,014.34. This makes the association under budget year to date up to this point \$12,910.73. All of this gives the community a new profit for the month of \$5,417.67. Claire motions to approve the financials, Sue seconds, all approve.

Landscaping Report

Report was given orally during the guest speaker section.

Lake Report

The lake report is/will be sent to the Board via email.

Liaison Report

- Credit card was received and lights for the lake have been ordered.
- Jake just purchased some new doggie bags at a reduced cost, but moving forward Chuck will be responsible to purchase the doggie bags.
- Chuck and Ed are working on a solution to the floats for the fountains. Currently the action of the water is causing them to be replaced more frequently.
- The intake from the canal has been flushed out allowing for a better and increased water flow.

Architectural Report

Since the last meeting there have been 4 requests submitted.

Lot 109 was denied for shade sail. Owner will need to resubmit with more information (Doug Scheitlin, architectural committee member spoke to the owner)

Lot 250 submitted for sun shade screens– this is approved

Lot 86 submitted for exterior painting scheme 14 – this is approved

Lot 170 Submitted changes the backyard landscaping – this is pending.

The architectural committee has developed signs to be placed in the windows during the project.

New Business

- **Draft Credit Card Policy** – The Board has received the credit cards as approved at an earlier meeting. Jake has drafted a credit card policy. Board will review the policy for any possible changes and adopt it at the next meeting.
- **Speed Humps** – The Board reviews the information from the City of Tempe. After some discussion, the Board will not be pursuing this as an option.
- **Review of Somerset Invoice #6609** – This invoice is for the removal and stump grinding of several trees. Board approves the invoice.
- **Review of Somerset Proposal to screen lot 310** – Board has the revised bid but would like to review the proposal by viewing it in person. Tabled until next meeting.
- **Picnic Expenses** – A spread sheet of the picnic expenses is included in the Board packets. A total of 92 people attended the picnic. Board thanks Sue for her work in coordinating the picnic, Chuck for his help in setting up and Alan for his help with cooking/grilling.

Old Business

- **Community Portal** – The portal is complete. Debbie shares a draft postcard with the Board. The Board makes a couple of changes and with those changes the post card can go out. Additionally Jake used the credit card to renew the website domain for 2 years.
- **Wall Integrity Committee** – The committee met with eight homeowners and was able to view the backyards. There are continuing questions about ownership of walls and the committee is continuing to work on it and investigate.

Open Discussion Topics Included

- There are no homeowners that wish to speak during open discussion.

Next meeting: The next meeting will be on June 21st 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Alan motions to adjourn, Sue seconds. The meeting adjourned at 7:38 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices June 21 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Diane Petteruti, and Claire Pavlus. Absent are Jake Ulrich and Sue Fogel.

Kinney Management Services Representative: Debbie Tribioli. 1 homeowner is present.

Call to Order: Meeting was called to order at 6:00 pm by Claire.

Review and Approval of Previous Meeting Minutes

Alan made a motion to approve the May 17 2018 meeting minutes with changes. Diane seconds, approved unanimously.

Financial Review

The April financials were overstated by \$3320.30. After some investigation the adjustments on entry #133812 (credit card payments – \$3045.30) was entered by mistake, the system enters credit cards payments automatically, so entry #135887 reversed it. Entry of \$275 for Audit and Tax Prep supposed to be in April Financials, but did not show there because we were changing GL accounts numbers to match budget accounts and that account was deleted from system accidentally with balance on them, that is why April Financials were off for that \$275. The May financials include a total operating income of \$26,488 before the reserve transfer, Total Maintenance and Repair of \$19,712 which includes the tree work of \$7310, Total Parts and Supplies of \$591, Total Utilities of \$2552, Total Administrative of \$3041 for a total of Operating Expenses of \$25,897. This is \$1985 over budget because of the tree maintenance but YTD the association is \$10,650 under budget. This gives May a gain of \$759. The association has a total of \$587,699 in total current assets as of the end of May 2018. Claire motions to approve the financials, Diane seconds, all approve.

Landscaping Report

Report was reviewed with no stipulations.

Lake Report

The lake report is/will be sent to the Board via email.

Liaison Report

- All of the no fishing signs are now down
- Lights have been replaced and lenses cleaned in the lake
- There was some vandalism done to the waterfalls on McClintock. Police were called and Chuck and Ed are assessing the damage.
- The Coupler was repaired for the S. McClintock fountain
- The flow from the canal to the lake is much improved. Lake level is good.

Architectural Report

Since the last meeting there have been 4 requests submitted.

Lot 144 – approved for exterior paint.

Lot 219 – for painting pop outs only – the Board is holding on this one.

Lot 170 – All backyard improvements approved, stone gazebo denied, owner needs to resubmit with more info

Lot 228 – Request for shed denied – owner needs to resubmit with more info

Lot 133 – Request for pool with access thru common wall – conditionally approved – owner needs to resubmit using the same block as the existing wall.

Alan motions to approve the purchase of a 2nd paint sample book not to exceed \$60, Diane seconds, all approve.

New Business

- **Draft Credit Card Policy** – The Board has some revisions and this will be addressed again at the July meeting.
- **Entry/Fountain Lights** – The Board asks Debbie to reach out to a lighting design specialist who can meet with members of the Board, Chuck and Ed for a consultation and quote.

Old Business

- **Lake Border Repair** – There has been no success in locating a contractor for this job. Ed and Chuck will review the area, then report to the Board on how the community can make the repair.
- **Somerset Invoices #5781 and #6209** - The Board has been unsatisfied with this work since March. They are disputing that 2.5 tons was used, they are disputing that top soil was used vs. regular dirt, they are disputing that 300 sf of sod was used, they are disputing that invoice # 5781 says remove root on subsurface going under red break seating area and the duplicate invoice #6209 which says remove root under pavers, they feel like they are being billed twice. They would like either the job done to their approval or the invoices waived/reduced.
- **Somerset Proposal #6764** – Board would like to see the bid revised to (5) mastics, (4) orange jubilee and (2) oaks. Ed Grabowski will mark the area behind lot 312 and 310 with blue flags for the mastic, orange flags for the jubilee and red flags for the oaks.

Open Discussion Topics Included

- There are no homeowners that wish to speak during open discussion.

Next meeting: The next meeting will be on July 19th 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Alan motions to adjourn, Diane seconds. The meeting adjourned at 7:25 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices July 19 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Diane Petteruti, Jake Ulrich, Sue Fogel and Claire Pavlus.

Kinney Management Services Representative: Debbie Tribioli. 4 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

Review and Approval of Previous Meeting Minutes

Sue made a motion to approve the June 21 2018 meeting minutes with changes. Alan seconds, approved unanimously.

Financial Review

June was a strong month for collections in both delinquencies and assessments. Board asks Debbie to gather information on interest rates from Mutual of Omaha. It is noted that the credit card statement will always be included with the financials, and the Board would like a line item added to the financials for credit card payments. Total income for June 2018 was \$28,529.50; this is \$4,495.92 ahead of budget. Board asks Debbie to have line item OA0081300000 removed as it is redundant to line item OA008170000. Total Maintenance and Repair for the month was \$11,527.00 which is \$3,171.00 below budget. Total Parts and Supplies was \$324.15 which is \$1600.85 below budget. Total Utilities were \$3,026.88 which is \$61.88 above budget. Total Administrative was \$4,096.17 which is \$547.17 above budget. That gives the association a Total Operating Expense for the month of June of \$18,974.20 which is \$4,126.80 under budget. This is a gain for the month of \$9,718.93. Board asks Debbie to have accountant replace the word profit with gain in the financials. Total assets at the end of June 2018 are \$597,418.36 which is a gain for the first 6 months of the year at \$32,522.33. Diane motions to approve the financials, Sue seconds, all approve.

Landscaping Report

Board recognizes that the palm tree trimming was pushed back again due to storm clean up delays. This is unacceptable since the Board met with Somerset in March, April and May and spoke to them about putting Oasis on the schedule in June. Debbie to address this with Somerset.

Lake Report

The lake report is/will be sent to the Board via email.

Liaison Report

- Ed flagged the area behind lots 310-312 for plants as discussed in the last meeting. He also put pink ties on the jubilees so they would not be cut at the top.
- The 3 water features have been cleaned
- Center lake fountain needs the lights replaced.

Architectural Report

Since the last meeting there have been 4 requests submitted.

Lot 195 – approved for coach lights.

Lot 170 – was previously held for more information on the stone gazebo. That information was received from the owner and the stone gazebo is approved with conditions.

Lot 348 – Alumawood gazebo attached to the house is approved.

Lot 36 – request for pavers on side of driveway and leading to side gate is pending. As this project was done *before* being submitted for, the committee will need to inspect the work.

New Business

- There is no new business

Old Business

- **Lake Border Repair** – There has been no success in locating a contractor for this job. Ed and Chuck will review the area, and then report to the Board on how the community can make the repair.
- **Somerset Invoices #5781 and #6209 - The** Board has been unsatisfied with this work since March. Although Somerset has agreed to reduce the bill by \$500, the Board would like to make it clear that the job was still not done properly. Debbie to contact Somerset and have them meet on the site with Ed Grabowski for further discussion.
- **Somerset Proposal #6764** – This proposal is on hold until fall for planting season.
- **Approval of Credit Card Policy** – Debbie to make some changes to the policy and email to the Board for their approval.
- **Entry/Fountain/Median Lights Update** – Board is scheduled to meet with the lighting designer on Wednesday at 8pm.

Open Discussion Topics Included

- Lisa Zyriek addresses the Board regarding a nominating committee. Board is supportive this idea however the timing for this next election may be off since the annual is in September. Board invites Lisa to readdress it either at the annual or at a spring 2019 meeting. Lisa asks about the progress of the wall committee. The committee has met several times and inspected the entire perimeter as well as some backyards. This is a large job and although they already have a legal opinion, they would like to arrange for a meeting with the attorney. The committee hopes to have some direction or a report for the annual meeting. The Board has charged Lisa with a plan to execute this plan for next year.
- Jessica Ireland addresses the Board about an incorrect posting of an assessment to her account. Jake will discuss this with the Kinney Management accountant and get back to her.
- Discussion about pet waste signs. Board agrees to have some temporary signs made (much like the temporary no fishing signs) to put around the community.
- Discussion about draining all 3 fountains so they can be acid washed and resealed to prevent leaks. Ed and Chuck will look into the options.

Next meeting: The next meeting will be on August 16th 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Alan motions to adjourn, Claire seconds. The meeting adjourned at 7:54 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices August 16 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Diane Petteruti, Jake Ulrich, Sue Fogel and Claire Pavlus.

Kinney Management Services Representative: Debbie Tribioli. 2 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

Review and Approval of Previous Meeting Minutes

Alan made a motion to approve the July 19 2018 meeting minutes with changes. Jake seconds, approved unanimously.

Financial Review

Total income for July 2018 was \$26,791.04; this is \$4,561.96 ahead of budget. Total Maintenance and Repair for the month was \$12,573.00 which is close to budget at \$511.78. Total Parts and Supplies was \$456.00 which is \$1600.85 below budget. Total Utilities were \$2,876.35 which is \$504.73 above budget. Total Administrative was \$4,513.62 which is \$6,828.52 below budget. That gives the association a Total Operating Expense for the month of July of \$18,974.20 which is \$4,806.13 under budget. This is a gain for the month of \$6,557.43. Total assets at the end of July 2018 are \$603,975.79. Jake motions to approve the financials, Sue seconds, all approve.

Landscaping Report

Board review landscape report. Irrigation is current off because of the excessive rains and the lake level is high. Board asks Debbie to check with Somerset on the sidewalk repair from 7/26. When will it be scheduled. It is noted that the pet waste signs around the community have helped.

Lake Report

The lake report is/will be sent to the Board via email. Board has January thru June 2018 reports.

Liaison Report

- An excessive amount of pine needles and cones were in the fountains from the storm. They are cleaned out now.
- Ed is going to be replacing lights in the lake fountains
- The worst part of the lake boarder is in the south bay. There is approximately 2000 linear feet that needs work. Currently Ed is waiting on the lake level to drop a little. Ed and Chuck will have more information at the annual meeting in October.
-

Architectural Report

Since the last meeting there have been 4 requests submitted.

Lot 36 – approved for pavers.

Lot 170 – approved for gazebo.

Lot 201 – approved for entry doors.

Lot 235 – approved for front yard landscape change.

New Business

- There is no new business

Old Business

- **Lake Border Repair** – See Liaison report.
- **Somerset Invoices #5781 and #6209** – Ed G met with Darin on site and explained exactly what the board was looking for in this project. Invoices will not be approved until the job is done properly.
- **Approval of Credit Card Policy** – Jake and Alan sign the policy. Chuck to read over and get signed copy to Debbie within 5 days.

- **Entry/Fountain/Median Lights Update** – Board has met with one vendor and had a bid from another one. Bids are very close. Claire will check to see if one other company is willing to bid. If there is no response within 2 weeks, Board will make a decision via email.
- **Wall Update** – Chuck brought in a sample of a concrete stain to show the Board. They asked him to test a spot over a painted section of wall on the canal side to see how the stain covers. There are discussions about colors and contractor responsibility so that a continuity is kept. Also discussion about staining over waterproofing paint. For the annual meeting the Board would like to highlight the definitions involved in the wall project and the information they have discussed with the attorney. They would also like to discuss adopting rules for the future on how repairs like this would be funded and how collections will be made – i.e. create an outline for a standard on wall repairs. Board asks Debbie to reach out to Finess Construction about inspecting the damaged, now repaired wall along Anozira Parkway. He can meet with Chuck onsite.

Open Discussion Topics Included

- There is no open discussion.

Next meeting: The next meeting will be the annual meeting on September 20 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Jake motions to adjourn, Sue seconds. The meeting adjourned at 8:21 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices October 18 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Jake Ulrich, Sue Fogel and Claire Pavlus (6:32pm). Absent is Diane Petteruti.

Kinney Management Services Representative: Debbie Tribioli. 5 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

For time reasons Mr. Jarrett addresses the Board about an issue with a neighbor's dog barking. Jake explains that with any situation there is a complaint, cause and correction. The Board has seen all of the emails and the response from the dog owner so they are asking Mr. Jarrett what his ideas are for a solution. Mr. Jarrett informs the Board that he has spoken to his neighbor about the issue and had little to no effect, that violations have been sent and there is improvement for a while then it continues. There is discussion about fines, and the Board explains that there is no fine policy. Mr. Jarrett expresses that he has contacted police but decided to check with the HOA first about options. Board explains that he will indeed have quicker action contacting the police and following their 3 affidavits request. Mr. Jarrett thanks the Board and will work on that.

Review and Approval of Previous Meeting Minutes

Sue made a motion to approve the August 16 2018 meeting minutes with changes. Alan seconds, approved unanimously.

Financial Review

Total income for September 2018 was \$22,976.81; this is \$3,748.19 behind budget. Total Maintenance and Repair for the month was under budget. Total Parts and Supplies were below budget. Total Utilities were over budget for the month and slightly over budget for the year. Total Administrative was over budget for the month and over budget for the year. This is a net operating loss for the month of \$1,698.70 and an overall net loss of \$872.45. Total assets at the end of September 2018 are \$607,520.13. Sue motions to approve the financials, Claire seconds, all approve.

Landscaping Report / Landscape Committee

There is no landscape report this month from Somerset.

Landscape Committee will be made up of Diane Petteruti, Laura Reisinger, Lisa Zyriek and Jessica Ireland. Laura is present to present a preliminary report to the Board.

Board would prefer to first see a charter and master plan for the committee before the committee moves forward with its recommendations. Charter should include objectives and goals for the year, ways they will be working with the Board, processes and procedures. Somerset Proposal # 8831 is to remove stumps and replace tree on Kenwood Ln., remove stump est cost (will be billed under T&M) 4 @ \$500.00 ea = \$2,000.00. Replace tree with red push pistachio 24inch box 5 @ \$295.00 ea = \$1,475.00. Remove stump and replace tree at Chilton Dr remove stump est cost (will be billed under T&M) 1 @ \$500.00 ea = \$500.00. Replace tree with red push pistachio 24inch box. . Broken down that would be 5 stump removals and tree replacement at \$400 each = \$2000 and one additional tree replacement at \$200 for a total of \$2200. Making a grand total of \$47250.00. After review the Board would like to counter propose a total of \$2200. Debbie to contact Somerset with the counter proposal.

Lake Report

The lake report was sent to the Board via email and posted on the website. Discussion about adding fish is tabled.

Liaison Report

- Ed is still working on the lake border repair. Due to the weather and SRP turning the gate flow back on the lake level has been fluxuating and that makes it difficult to review.
- Ed and Chuck pulled the water pump from Jackie's bay – it was very clogged and dirty. They still need to pull and clean the center one.
- Ed will be cleaning the lake lights and changing their color.
- All old exterior feature lighting has been removed.
- There is some additional work the lighting design company needs to address. Debbie has a list and will go over it with the company.
- Pet waste bags have been ordered
- There was a break in at the pump house, nothing was taken but the door and a jamb may need to be replaced. A police report was made.

- Chuck to get with Rick on the air going to the lake bladder.
- Jackie's bay light fixture failed in August and needs to be replaced. Cost to be approximately \$400.
- All GFI outlet covers were replaced.
- Chuck will be painting the electrical pedestals.

There are 2 proposals the Board reviews for resurfacing the water features. Board asks Chuck if he can get the one bidder down to an even \$9000. If he cannot, then the Board still likes the \$9600 bid the best as it is the most comprehensive. Jake motions to approve that bid, Alan seconds, all approve.

Architectural Report

Since the last meeting there have been 5 requests submitted.

Lot 1, Lot 222, Lot 149 and Lot 318 are all approved for painting

Lot 9 is approved for window replacement

Discussion about length of time for a construction dumpster to be at the lot. Board agrees on 90 days.

New Business

- **Holiday Lights** – This item is tabled. Jake to check the cost from one more vendor.
- **Approval of Somerset Invoice # 8807** – This was for storm damage clean up from August. Board approves the invoice.
- **2019 Budget** – Board has additional changes. Debbie to make the changes and email to the Board.
- **Selection of Officers** – Sue motions to keep all positions the same, Jake seconds, all approve.

Old Business

- **Wall Update** – There are no new updates to report.

Open Discussion Topics Included

- There is no open discussion.

Next meeting: The next meeting will be on November 15 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Alan motions to adjourn, Sue seconds. The meeting adjourned at 8:43 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices November 15 2018 6:00 PM
OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Jake Ulrich, Sue Fogel, Diane Petteruti and Claire Pavlus.

Kinney Management Services Representative: Debbie Tribioli. 4 homeowners are present.

Call to Order: Meeting was called to order at 6:00 pm by Jake.

Darin with Somerset Landscaping

Darin will officially be taking over from Ed Hargis. Somerset will also be changing over to Yellowstone Landscaping. There are several proposals that the Board has to review as well as some no charge updates from Darin. Board explains that they have recently added a landscape committee and would like for them to meet with Darin 1 time per quarter.

Review and Approval of Previous Meeting Minutes

Alan made a motion to approve the October 18 2018 meeting minutes with changes. Sue seconds, approved unanimously.

Financial Review

The September income was under on assessment collection and now that amount has been equaled out. Total income for October 2018 was \$30,723.50 which includes the insurance payment amount from the accident on Anozira Parkway; this is \$3,832.27 over budget. Total Maintenance and Repair for the month was \$1,100.67 over budget. Total Parts and Supplies were \$9,213.16 under budget. Total Utilities are tracking very closely to budget at \$72.63 over budget. Total Administrative was over budget by \$3,480.49; this is due to being over budget in line items, Legal & Accounting, Assessment Collection and Lien Expenses. This gives the association a net operating gain for the month of \$4,016.21 and an overall net gain of \$4,866.41. Total assets at the end of October 2018 are \$612,386.54. Sue motions to approve the financials, Diane seconds, all approve.

Landscaping Report / Landscape Committee

See comments above.

Board reviews revised invoice # 8831. Claire motions to approve, Jake seconds, all approve.

Board reviews invoice # 9722. Jake motions to approve, Claire seconds, all approve.

Board reviews invoice # 9729. Jake motions to approve with the stipulation that Somerset verify they will be using 10 tons and that it will be Apache Pink Coral. Claire seconds, all approve.

Landscape Committee's mission statement is adopted by the Board. In addition it is noted that the terms for the committee members will be 1 year in length starting on October 1st and that there will be one Board member as the chair of the committee. Committee's charges will be to advise on potential improvements, to proposal new designs and hardscapes, meet at least quarterly or as needed to and then reporting to the Board with an action plan.

Lake Report

The lake report will be sent to the Board via email.

Liaison Report

- The lens and light at Jackie's bay needs to be replaced.
- Chuck verifies to the Board that per their request from the last meeting, he made an offer of \$9k to the slurry seal company for the water features and they accepted. So cost is now \$9k and Board approves the work to proceed. Work to begin on November 26th.
- Parts are on order for the damaged door jamb at the boat house.
- The light outage at McClintock water feature north side was repaired.
- Board approves the purchase of green lenses for the lighting.

Architectural Report

Since the last meeting there have been 7 requests submitted.

Lot 47 was approved for a driveway extension, Lot 99 was approved for a front door replacement, Lot 175 was approved for a front window replacement, Lot 201 was approved for solar panels, Lot 285 was approved for artificial turf in front yard, Lot 61 was approve for a front entry door.

New Business

- **There is no new business.**

Old Business

- **Wall Update** – There are no new updates to report. Diane is hoping to have another meeting with a wall vendor in early December.

Open Discussion Topics Included

- Chuck presents the Board with a proposal for \$450 to stain the wall, cleanup excess debris and seal up the top block course on the wall area that was damaged by the car accident earlier this year.

Next meeting: The next meeting will be on December 20 2018.

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Alan motions to adjourn, Claire seconds. The meeting adjourned at 8:18 PM

Respectfully Submitted, Debbie Tribioli Community Manager

Oasis Homeowner's Association

Board of Directors Meeting Kinney Management Offices December 20 2018 6:00 PM

OPEN SESSION MINUTES

Board Members Present Alan Heikkala, Jake Ulrich, Sue Fogel, Diane Petteruti and Claire Pavlus.

Kinney Management Services Representative: Debbie Tribioli.

Call to Order: Meeting was called to order at 6:06 pm by Jake.

Review and Approval of Previous Meeting Minutes

Alan made a motion to approve the November 15 2018 meeting minutes with changes. Sue seconds, approved unanimously.

Financial Review

Total income for November 2018 was \$29,187.16. Year to date collections are \$6,294.43 ahead of budget. Total Maintenance and Repair for the month was \$2,780 under budget. Total Parts and Supplies were \$1,531.65 under budget. Total Utilities are tracking very closely to budget at \$272.08 over budget. Total Administrative was under budget by \$698.35. This gives the association a net operating gain for the month of \$1,588.08 and an overall net gain of \$790.56. Total assets at the end of November 2018 are \$613,177.10. Claire motions to approve the financials, Sue seconds, all approve.

Landscaping Report / Landscape Committee

Monthly work completed:

- 1: Moving pots back in place at entry's and concreted in place.
- 2: Re do irrigation at entry's and installed irrigation into pots.
- 3: Removed all stumps
- 4: Installed new trees after stumps were removed
- 5: Had to order fill dirt before granite was installed
- 6: Installed granite – granite was installed around the new trees planted on Kenwood and Arizona Parkway
- 7: Installed plants where the accident was. Ed added (1) additional Orange jubilee 5 gal.
- 8: Installed 3 trees and plants where the lights from home are. Ed added (1) additional live oak 24 box
- 9: Re set bricks on the North side of lake
- 10: Tree Pruning along McClintock and Elliot for the month.
- 11: Completed the granite top dressing (note cost is \$95 per ton)
- 12: Work order #7046 to install plants at the accident area along Anozira was completed.
- 13: Work order #8831 to remove stumps and install trees was completed.
- 14: Work order #9724 was completed clean up concrete and set bring along sidewalk for new concrete pad
- 15: Work order #9788 was completed to move pots back
- 16: Reset brink and cut roots on west side of lake with supervision from Ed Grabowski
- 17: Flowers installed in pots around lake
- 18: Root pruning for the 2 pines and 1 oak will be done next week.

Somerset Proposal #9980 for installing 5 tons of granite at fountain planter bed. Jake motions to approve, Sue seconds. Motion passes with 4 in favor and 1 opposed.

Somerset Proposal #9978 – this is tabled for additional bids.

Somerset Proposal #9979 – Board approves the removal of the branch marked with pink ribbon only.

Lake Report

The lake reports for October and November were emailed to the Board.

Liaison Report

- Lake fountain lights have been cleaned
- Diane to get together with Ed Grabowski on possible replacement of plants throughout the community. Alan suggests the Board do a walk thru of the community. Possibly set for February or March.
- Ed Grabowski demonstrated to the landscapers the proper way to cut the orange jubilee; especially for the area behind lot 309.

- Ed and Chuck actually put in the plants and the dirt in the pots by the fountains, Debbie will make sure the this is not double billed by Somerset
- Four electrical pedestals were painted.
- Rick with the Lighting Company replaced the bases; he is coming next week to do some additional replacements.
- Waterfall Creations will be coming back to in January to finish up some work on the Elliot fountain.
- Board asks Chuck to have Waterfall Creations submit a picture and bid for faux stone painting and sealant behind monument signs.

Architectural Report

Since the last meeting there have been 2 requests submitted.

Lot 47 was approved for exterior painting scheme 12

Lot 293 is denied; Board needs more clarification and neighbor approvals

New Business

- **There is no new business.**

Old Business

- **There is no old business.**

Open Discussion Topics Included

- There is no open discussion.

Next meeting: The next meeting will be on January 17 2019

As noted in writing on the agenda, the closed/executive session will begin after a brief recess. The Board of Directors will meet in closed/executive session pursuant to A.R.S. Section 33-1804 (a) (1, 3, and 5).

Adjournment

Diane motions to adjourn, Alan seconds. The meeting adjourned at 7:47 PM

Respectfully Submitted, Debbie Tribioli Community Manager