

Fountain Park Homeowners Association
Board of Directors Meeting
Virtual – Via Zoom
April 16, 2024

Board Members Present:

Joelle Coffman, President
Michael Marshall, Vice President
Joann Duncan, Treasurer
Stella Haggis, Member at Large
Emilio Lopez, Secretary
Danielle Hasting, Community Manager, Paul Ash HOA Management

Owners Present:

Dario Navia-Pohl, Sorraiyya Beheshti
Alicia Navia, Su Brazie
Kara Scott, Shelley Mueller
Carol Decker

Call to Order:

The meeting was called to order at 6:33 PM by Acting President Joelle Coffman.

Ratification of Board Appointments

Joelle Coffman welcomed Michael Marshall and Emilio Lopez to the Board.

MOTION was made by Joelle Coffman that the Action taken on March 6, 2024 be appended to these minutes and it be ratified; seconded by Joann Duncan. Motion carried unanimously.

Board Organization

There were only three (3) Directors at the annual meeting but there are now five (5) Directors and the Board agreed to reorganize.

MOTION was made by Joann Duncan to nominate Joelle Coffman as President; seconded by Michael Marshall. Motion carried unanimously.

MOTION was made by Joelle Coffman to nominate Michael Marshall as Vice President; seconded by Joann Duncan. Motion carried unanimously.

MOTION was made by Joann Duncan to nominate Emilio Lopez as Secretary; seconded by Michael Marshall. Motion carried unanimously.

Joann Duncan will remain Treasurer and Stella Haggis will remain Member at Large.

Meeting Minutes:

The Board reviewed the minutes from the January 18, 2024 meeting.

MOTION was made by Emilio Lopez to approve the minutes, as written; seconded by Joelle Coffman. Motion carried unanimously.

The Board reviewed the special meeting minutes from February 24, 2024.

MOTION was made by Joelle Coffman to approve the minutes, as written; seconded by Joann Duncan. Motion carried unanimously.

Financial reports:

Joann Duncan reported on the financials from February 29, 2024.

- Access was granted to the invoice AP portal and can view all utility invoices.

- Draft policy was presented to the Board addressing purchase reimbursements. Suggested dollar amount be limited to \$300 for Committee purchases without prior approval. Purchases greater than \$300 would require approval from the Board.

MOTION was made by Joann Duncan for the policy to be up for discussion and approval; seconded by Michael Marshall. Motion carried unanimously.

Committee Reports

Committee Liaisons:

- **Architectural** – Joelle Coffman will assume Chair and Liaison
- **Compliance** – Stella Haggis will continue service as Liaison
- **Hospitality** – Joanne Duncan will continue to serve as Liaison
- **Landscape** – Joelle Coffman will assume Liaison
- **Newsletter** – Michael Marshall will assume Liaison
- **Pool** – Stella Haggis will assume Liaison
- **Recreational Amenities** – Emilio Lopez will assume Liaison
- **Rules and Regulations** – Joann Duncan will continue to serve as Liaison
- **Security** – Joann Duncan will continue to serve as Liaison

ACC – Joelle Coffman

There was one request this month for lot 161 to add additional solar panels. The owner stated the most unobtrusive locations were selected on the home. The ACC feels like the additions are in conformance with the existing Solar Amendment Policy.

MOTION was made by Joelle Coffman to approve the application from lot 161 to add additional solar panels in the most unobtrusive area; seconded by Michael Marshall. Motion carried unanimously.

Compliance – Stella Haggis

- Inspection was completed on April 10th. Of the 24 notices sent, 20 were sent for weeds. Dead tree is an ongoing issue, there is another maintenance violation originally noticed in December that is unresolved. The last light inspection was completed on March 3rd with seven (7) notices sent and a few of those were for green lights.
- Alicia Navia asked if the Board would still be interested in the light audit being performed. She and Stella Haggis agreed to work together and reach out to the owner who does the audit.

Hospitality – Joann Duncan:

- There is a property on Seneca that was recently sold. The Committee stopped by a few times but were unable to meet the owners. Left a gift basket on the doorstep.
- Made arrangements to meet with the owner who moved in last year, he was not always in residence but is now in town and can welcome to the community officially.
- Three homes are currently for sale, looking forward to meeting new people.

Landscaping – Joelle Coffman:

- Board voted to contract with Santa Rita Landscaping at the special meeting in February.
- Because Landtamers did not do a winter pre-emergent and with the winter rains, there was an explosion of weeds in the common areas. Santa Rita has been focusing on removal and spot spraying.

- Initial pre-emergent notice was sent to the community at the end of March but the application did not get completed. Additional details were worked out with Santa Rita and the application was rescheduled for April 19th. The crew will use a Gator (lightweight ATV vehicle) so as to not damage the metal walkway border paths and the off limit locations were noted specifically such as the healthy soils and rain basin areas.
- Santa Rita agreed to give advance notice and dye the spray so the areas are marked.
- Arborist has evaluated the trees with a recommendation anticipated in June
- Many pocket gophers and ground squirrels are in the park. Contract with University Pest for rodent control at about \$1,000 per month. University Pest has warranty service for any extra activity at no additional cost.
- Building of the rainwater capture basin was completed at the end of February and was a tremendous success! Watershed Management Group led 27 volunteers on the first day and 10 volunteers on the second day to plant plants, apply mulch, and hand water the plants. Hand watering will continue for two to three years until the plants are established. The project came in at \$5,246 of a Board approved budget of \$5,500. This included a hose bib install, an excavator to move soil, and plants.
- The City of Tucson Rainwater Capture rebate was approved and Fountain Park qualified for the full rebate of \$2,000. Special thanks to Kara Scott for her efforts in obtaining that approval!
MOTION was made by Joelle Coffman to apply the \$2,000 rebate from the City of Tucson Rainwater Capture for future plant and tree purchases for common areas in the community; seconded by Michael Marshall. Motion carried unanimously.

Newsletter – Michael Marshall

Looking for interested parties to volunteer and continuing good ways to communicate with everyone so we know what is going on. It is important that the information be true, accurate, and lively. Sorraiyya Beheshti offered to work with Michael to go through the process. The target is to issue an update to the community once per month.

Pool – Stella Haggis

- The committee feels there are required notices to pool users missing from the current pool rules sign and recommends a second sign be added in the pool area as well as a No Pets Allowed sign on the pool fencing or gate. Board discussed and agreed that the current rules sign is aging and it would be better to replace the current sign with any necessary language added.
- Discussed the schedule to check the pool water daily and record the results.
MOTION was made by Joelle Coffman to request the Pool Committee come back with a replacement sign option for the pool area that includes all the pertinent language. The sign for No Pets allowed is approved on the exterior of the fence; seconded by Joann Duncan.
- The pool gate was found locked but the technician forgot to unlock it.
- E-konomy pools is monitoring the pool autofill and water level to determine if there is a leak.
- There is a lost and found basket placed in the pool area for any items that were misplaced. The Pool Committee will monitor floats and other items left in the area and discard anything that hasn't been claimed at the end of each month.

Recreational Amenities—Emilio Lopez

- Witnessed various individuals coming into the community through the wash area.

- The north boundary fence project is still open. Of four (4) contractors solicited for bids, only one submitted a bid but it was missing some clarifying details. The park is in the floodplain so the fencing needs to be compliant with Pima County floodplain regulations.
MOTION was made by Joelle Coffman that an ad hoc committee be formed to look at the north perimeter fence and develop recommendations to the Board, and that Emilio Chair the taskforce. Michael Marshall volunteered to be part of the Committee; seconded by Michael Marshall. Motion carried unanimously.
- Wood for many of the benches and tables in the park have deteriorated. Priced wood and paint from Home Depot to see if it is reasonable to replace damaged boards with volunteers as a community project instead of going through a contractor. The cost for materials came to around \$1,230 including tax and rollers/brushes.
MOTION was made by Emilio Lopez to approve \$1,500 for purchase of materials to replace the deteriorated wood in the benches and tables in the park and to request volunteers to accomplish the work; seconded by Michael Marshall. Motion carried unanimously.
- The material coating on the slide landing of the playground is deteriorating. Management has requested Safe and Sound Playgrounds inspect and make recommendations for repair.
- There are various areas of fencing that need repair.

Rules and Regulations –Joann Duncan

- Committee met on April 4th and completed review of the Rules and Regulations document. In process of creating two copies: the new proposed rules and a redlined version that includes the new changes as well as original verbiage. Target completion date is early May, if approved by the Board, the document will then be taken to the attorney for review.
- During the process of governing document evaluation, it was discussed that the term Public Street
MOTION was made by Joann Duncan approve the Policy defining ‘Public Street’ as noted in the CC&R’s as Wrightstown Road; seconded by Joelle Coffman. Motion carried unanimously.
- The Committee is still working on paint colors. There is one more meeting scheduled to finalize the colors on May 14, 2024.

Security – Joann Duncan

- Coffee with a Cop was in January
- There was a bee swarm in mid February in the park. There is a company that will remove bees and not harm them if there is a bee issue in the future.
- On March 18th, there were two instances of individuals trespassing in the park. Contacted Terri Hayward, TPD Community Service Officer, requesting patrol officers drive through the community.
- Residents may report non-emergency issues online, including trespassing.

Management

Insurance is being bid out to insurance brokers specializing in HOA coverage.

Owner Comments:

- An owner asked if management has a specific day inspections are completed, it is not possible to make sure yards are clean 24/7.
- An owner welcomed the two new members of the Board.

Adjournment:

There being no further business to discuss, the meeting was adjourned at 8:38 PM.

Respectfully Submitted,

Danielle Hasting, CMCA, AMS
Community Association Director
Paul Ash HOA Management

ACTION IN WRITING
OF THE
BOARD OF DIRECTORS
OF
FOUNTAIN PARK HOMEOWNERS ASSOCIATION

Whereas Fountain Park is a community governed by the *Restated and Amended Bylaws of Fountain Park Homeowners Association, Inc ("Bylaws")*.




Whereas the Fountain Park Board of Directors has the authority to appoint members to serve on the Board of Directors pursuant to Section 4.03 of the Bylaws.

Whereas Emilio Lopez and Michael Marshall have expressed interest in serving on the Board of Directors;

Whereas there are currently two vacant positions on the Board of Directors;

Whereas the current members of Board of Directors have agreed both owners would benefit the Fountain Park community by serving;

Therefore, be it enacted by the Board of Directors, pursuant to ARS 10-3821 and the Bylaws that both Emilio Lopez and Michael Marshall be appointed to the Board of Directors effective immediately.

Director	Signature	Date
Joelle Coffman	<small>DocuSigned by:</small>  <small>D05D266AF7C441B...</small>	3/5/2024
Joann Duncan	<small>DocuSigned by:</small>  <small>590C6F029FB9474...</small>	3/5/2024
Stella Haggis	<small>DocuSigned by:</small>  <small>41BE402919D7440...</small>	3/6/2024