

**ARTEMINA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
DATE: August 21, 2003**

The Artemina Homeowners Association, Board of Directors open meeting was held at Perkins Restaurant on the NE Corner of Arizona Avenue and Warner Road at 7:00 P.M. (MST).

Board Members Present:

Randy Kunzelmann, President
Frank J. Danielson, Secretary
Lance Tolstedt, Director

Ron Jarvis, VP and Treasurer and Jamie Limber, Director were absent from this month's Meeting.

Management Present:

Craig Baltz, Community Manager with Rossmar & Graham.

Guests Present: Approximately eight (8) Homeowners were present.

Open Forum: Randy Kunzelmann, Board President, opened this month's Board of Directors Meeting at 7:00 P.M. (MST) to an Open Forum to enable open discussions among the Homeowners in attendance, Board Members and the Community Manager.

At 8:07 P.M. (MST) the Open Forum was closed and the Board of Directors Meeting was opened.

First Motion: Lance Tolstedt Second Motion Frank Danielson Motion Carried

Minutes: The minutes of the last Board of Directors Meeting on July 17 2003, prepared by Frank J. Danielson, Secretary, were reviewed and approved without change or modifications.

First Motion: Randy Kunzelmann Second Motion : Lance Tolstedt Motion Carried

Financial Report: Craig Baltz, Community Manager reviewed the Financial Report for the month of July, 2003 which was prepared by Rossmar & Graham. Listed below is a summary of the discussions and/or questions that were raised during Craig's review:

- 1. Current Budget Cycle:** Craig Baltz stated that he wanted to conduct a mid-month working meeting to finalize the first pass of the 2004 Artemina HOA Operating Budget. Craig committed to get with Ron Jarvis, VP and Treasurer of HOA, to schedule and conduct this mid-month working meeting.
- 2. Over Spending:** Craig Baltz explained to the Board Of Directors that they have been spending to much money on unbudgeted repairs and maintenance items (i.e., Summer

Fertilizing, Palm Tree Trimming, Repair and Cleaning of Water Feature, Repair of Lighting Fixtures and Drinking Fountains, etc).

- 3. Budget Variances:** Randy Kunzelmann asked Craig Baltz the following related questions:
- Why was the Management Fee for July \$1771. when the monthly Management Fee is budgeted at \$1185 (actual Management Fee is \$1045)
 - What was the Lien/Collection Costs of \$438. versus a budgeted amount of \$50.
 - What was the Printing Cost of \$399. versus a budgeted amount of \$70.

Craig Baltz stated that he had not investigated these “actual versus budgeted” variances for the month of July but, committed to do so and communicate the explanation of these variances to the Board Members by e-mail within the next few days.

- 4. Insurance Cost:** As a follow-up to a question raised by Ron Jarvis at the June Board Meeting, relative to a variance in Insurance Costs from the amount budgeted, Craig Baltz stated that it was actually caused by an insurance rate fluctuation in the amount of \$43.00.

- 5. Out of Line Expenses:** Currently, the Artemina HOA has about \$1000. in its Active Account to pay approximately \$4000. in Utility Bills due in early September. Craig Baltz recommended to the Board of Directors that they authorize an amount of \$5000 be transferred from Artemina’s Reserve Account to the Active Account in order to pay these September Utility Bills. The Board of Directors were most reluctant to agree to moving \$5000. from the Reserve Account to the Active Account but was assured by Craig Baltz that this \$5000 could be repaid to the Reserve Account in ninety (90) days or by no later than year end 2003.

First Motion: Randy Kunzelmann Second Motion : Lance Tolstedt Motion Carried

The Board of Directors authorized Craig Baltz to transfer \$5000 from the Artemina HOA Reserve Account to the Active Account to pay the September Utility Bills.

Management Report: Craig Baltz presented to the Board of Directors the current status of the following items:

- 1. Drinking Fountains.** The drinking fountains in the children’s Play Areas continues working but, the water is not being cooled by the fountains cooling units. The Board of Directors discussed the possibility of removing both drinking fountains because most families that bring their children to the Play Areas, bring bottled drinking water and don’t use the drinking fountains. Also, removing these drinking fountains at this time would eliminate the possibility of future repair/maintenance costs from vandalism.

The Board of Directors directed Craig Baltz to have the drinking fountains in both Play Areas removed and to professionally cap off the water line and the electrical wiring so as not to create a safety hazard. Further, Craig was directed to give these drinking fountains to Richard Visokey, Lot No. 225 (480) who agreed to attempt to sell these drinking fountains on “ebay” with the proceeds going into the HOA Active Account.

First Motion: Lance Tolstedt Second Motion : Randy Kunzelmann Motion Carried

2. **Lighting:** Craig Baltz stated that in recent discussions with the Arizona Registrar of Contractors he was told that because the Bollard Lighting Fixtures were installed over two (2) years ago that the Arizona Registrar of Contractors could not issue a ruling as to whether these lighting fixtures were inferior products or were improperly installed. Therefore, without a ruling from the Arizona Registrar of Contractors the Artemina HOA appears to have no recourse with either Utility Power Plus the contractor who installed these lighting fixtures or Camelot the developer of Artemina.

Craig Baltz committed to continue to work this issue and to communicate any new information to the Board of Directors by e-mail.

3. **Palm Trees Trimming:** The trimming of the eighteen (18) Date Palm Trees in Artemina was completed by Berghoff Design Group.
4. **Water Feature:** The cleaning and repair of the Water Feature located on Cambridge at the entry of Artemina was completed.

Old Business: All Old Business was covered above in the Management Report.

New Business:

1. **Traffic Survey:** Randy Kunzelmann, Board President, presented to the Board Members the results of a City of Gilbert, Traffic Survey of automobile speeds conducted on Cambridge at Rawhide on July 23rd and 24th. The results of the two (2) day survey were as follows:
 - a. Total Vehicles = 547
 - b. Minimum Speed = 22 MPH
 - c. Maximum Speed = 27 MPH
 - d. Average Speed = 25.19 MPH

The conclusion from this Traffic Survey conducted by the City of Gilbert was that with an average automobile speed of 25.19 MPH in a Residential Area with a non posted 25 MPH Speed Limit, Artemina **“does not have a speed problem on Cambridge Street”**.

2. **New Committee Members:** In the Open Forum portion of the Board Meeting, Paula Jensen, Lot No. 232 (480) volunteered to be a member of either the Architectural Review Committee or Landscape Review Committee. Also, Traci Gratzek Lot No. 231, (480) volunteered to be a member of the Landscape Review Committee.

3. **September Board of Directors Meeting:** The September Artemina HOA Board Meeting has been rescheduled from Thursday, September 18, 2003 to Wednesday, September 24, 2003. This Board Meeting is being rescheduled because Craig Baltz has a schedule conflict with the original date. Special Meeting Post Cards will be mailed to all Artemina Homeowners alerting them to this Board Meeting reschedule. Per Craig Baltz, all costs associated with this Special Meeting Post Card will be paid by Rossmar & Graham. Additionally, this Meeting Post Card will include some brief information on the Artemina Traffic Issue, Artemina Web Site (www.arteminaaz.com) and the Artemina Volunteer Social Committee.

- 4. Tree Replacement:** Craig Baltz agreed to keep the Board of Director informed by e-mail of any news or updates relative to the replacement of the three (3) Chinese Evergreen Elm trees along Cambridge Street in front of the North Park. The cost of replacing these three (3) trees will be paid by the insurance company of the individual that uprooted these trees on June 22, 2003.

There being no further business brought forth to discuss, the meeting was adjourned at 8:53 P.M. (MST).

First Motion: Lance Tolstedt Second Motion: Randy Kunzelmann, Motion Carried

The Board of Directors began an Executive Session at 8:57 P.M. (MST)

There was no specific discussion agenda for this Executive Session but was conducted to discuss the following general issues:

- 1. Architecture Review Committee:** The Board of Directors and Craig Blatz discussed the current status of the Architecture Review Request for the Ramada that was recently constructed in the backyard of Lot No. 230 at 1035 W. Bosal Drive. The Ramada extends well above the block wall and does not appear to comply with the distance requirement from the side wall. Lance Tolstedt, Board Member and member of the Architecture Review Committee agreed to investigate the Architecture Review Request for this Ramada by the Architecture Review Committee and report back to the Board of Directors.

Additionally, Lance Tolstedt, stated that he was not sure if Monica Chipman, a third member of Architecture Review Committee was still interested in being a member of that Committee since she got approval for her Play Structure. Lance Tolstedt will ask another Committee Member, Javier Favargo to try and contact Monica Chipman to determine if she was still interesting in being a member of the Architecture Review Committee.

- 2. Water Tower:** It was agreed that the light in the Water Tower in the entrance to Artemina was still not working, for what ever reason. Craig Baltz committed to investigate and get working.

There being no further business to discuss the Executive Session adjourned at 9.25 P.M. (MST).

Respectfully Submitted,

Frank J. Danielson

Secretary