

**ARTEMINA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
DATE: May 15, 2003**

The Artemina Homeowners Association Board of Directors closed/open meeting was held on the above date at the Islands Elementary School, 245 S. McQueen Road in the Multipurpose Room at 7:00 P.M. (MST).

**Board Members Present:**

Randy Kunzelmann, President  
Frank Danielson, VP and Secretary  
Ron Jarves, Treasurer  
Jamie Limber  
Lance Tolstedt

**No Board Members were absent.**

**Property Management Present:**

Craig Baltz, Community Manager

**Guests Present:**

Approximately eleven (11) Homeowners

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**Open Forum:** A motion was made by Randy Kunzelmann, Board President to open this month's Board Meeting to an Open Forum for an open discussion among the Homeowners in attendance, the Board Of Directors and Craig Baltz, Rossmar & Graham, Community Manager.

First Motion: Randy Kunzelmann    Second Motion Frank Danielson    Motion Carried

The Board Meeting became an Open Forum at 7:05 P.M. (MST).

At 7.33 P.M. (MST) the Open Forum portion of the Board of Directors was closed.

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**Minutes:** The Minutes from the last Board Of Directors Meeting on April 24, 2003, prepared by Frank Danielson, Vice President and Secretary were reviewed and approved without modifications or additions.

First Motion: Frank Danielson    Second Motion: Jamie Limber    Motion Carried

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**Management Report:**

1. **Lighting** – As a New Business item from the last Board Meeting, Craig Baltz passed out to the Board Members Price Quotation No. 203-60056 and 203-60057 from Red Dog Illuminations, Inc. These price quotations were solicited by Craig Baltz to obtain quoted prices for the replacement of the existing, highly vandalized Bollard Light Fixtures for the common area sidewalk lights.

- a. Quote No. 203-60056 covered two (2) different types of Bollard Fixtures, the Bollard Style Walkabout In-Ground and the Bollard Style Walkabout Above Ground Style. The quoted replacement cost (material, labor and taxes) for both styles is \$13, 397.05. Quoted price assumes that the existing electrical is in working order, if not then additional costs may be incurred.
- b. Quote No. 203-60057 covered a new style Bollard Light Fixture with a decorative Pole Style. The quoted replacement cost (material, labor, permit and taxes) on this second Pole Style is \$16,656.75. This second quote does not include the cost of a permit and any administrative costs to obtain a permit. Quoted price assumes that the existing electrical is in working order, if not then additional costs may be incurred.

A motion was made by Randy Kunzelmann, Board President to open the Board Meeting to an Open Forum for an open discussion of this Lighting subject only.

First Motion: Randy Kunzelmann      Second Motion Frank Danielson      Motion Carried

After several minutes of discussion on the lighting subject the Open Forum was closed.

First Motion: Randy Kuntzelmann      Second Motion: Ron Jarves      Motion Carried

At 7.33 P.M. (MST) the second Open Forum portion of the Board of Directors was closed.

Relative to the Maintenance and Repair of existing Sidewalk Lighting the Board of Directors agreed to pursue the following course of action:

- a. Continue to maintain and repair the existing sidewalk lighting.
- b. Craig Baltz was requested by the Board of Directors to contact the Arizona Registrar of Contractors and ask for a representative to inspect the existing sidewalk lighting fixtures at Artemia and make a ruling as to; were they the wrong lighting fixture for the development, are they an inferior product, were they improperly installed, etc.
- c. Pursue possible financial assistance from Camelot to re-install or replace the sidewalk light fixtures.
- d. Establish a “financial reserve” in the budget for \$13,000 to \$16,000 to eventually replace the existing sidewalk lighting fixtures with more vandal resistant lighting.

2. **Landscaping**- Craig Baltz explained to the Board Members his frustration over the past thirty (30) days with Berghoff Design, the landscaping company performing landscape services in Artemina. Craig has been trying to get the broken sprinkler heads repaired or replaced along with establishing the correct watering time of day and correct watering frequency. Over the past thirty (30) days Craig has tried to accomplish this using both personal discussions and e-mail messages without success. Per Craig there is now so much standing water in the common areas of Artemina caused by broken sprinkler heads and too frequent watering and/or watering too long that there is becoming a bug problem in the play areas.

After much discussion the Board of Directors directed Craig Baltz to prepare and issue formal written notice to Berghoff Design that they have thirty (30) days to cure the existing watering problems in Artemina or the HOA Board of Directors will terminate their landscape services at Artemina for non-performance. At the same time the Board of Directors directed

Craig Baltz to solicit competitive bids for a new and/or replacement landscape service for Artemina in the event that Berhgoff Design is not successful in fixing the current watering problem during their thirty (30) day cure period.

**3. Permanent Board Meeting Locations:**

Craig Baltz is continuing his search for a permanent meeting location for the monthly Artemina HOA Board of Director's meetings. To date he has not been successful with his search, which has included some City of Gilbert meeting facilities. The Board of Directors offered some suggestions such as a Boys & Girls Club facility and various churches located near the Artemina development. The cost to the Artemina HOA for the use of these Grade School's facilities is \$80.00 to \$85.00 each month. Craig committed to continue his search of a permanent monthly meeting location and is hopeful he will have a permanent location for the June, HOA Board meeting.

**4. Drinking Fountain Repairs:**

Currently, both drinking fountains in the children's Play Areas are still broken. Craig stated that he has a commitment from his maintenance person to either repair or replace both drinking fountains on Monday, May 19, 2003. After much discussion the Board of Directors authorized Craig to spend up to \$300.00 to either repair or replace both the drinking fountains.

Following further discussion by the Board of Directors, a unanimous decision was reached that if in the future the drinking fountains were broken again they would either be replaced with conventional public park style drinking fountains or removed completely. Most Artemina homeowners that bring their children to the Play Areas bring their own bottled drinking water.

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**Financial Report:**

Craig Baltz reviewed the Financial Report for the month of April, 2003 that was prepared by Rossmar & Graham. During Craig's presentation there were several questions from Board Members, mostly for clarification, all questions were answered by Craig Baltz to the satisfaction of the Board of Directors. The Financial Report for April, 2003 was accepted by the Board of Directors.

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

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**New Business:**

Motion No. 1

Craig Baltz opened a discussion with the Board of Directors that he was preparing a Final Punch List with Camelot to make the final repairs to construction related problems in the common areas. Craig agreed to e-mail to the Board of Directors his current list of needed repairs. So far the repair items on this Punch List are; a mail box structure, sidewalk lighting and drinking fountains. The Board of Directors agreed to either have 2-3 Board Members or a small group of homeowners walk the common areas with Craig Baltz looking for major construction related problems to be added to the Punch List for repairs by Camelot.

First Motion: Ron Jarves

Second Motion: Jamie Limber

Motion Carried

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**There being no further business brought forth to discuss and because the janitorial service at the Islands Elementary School was about to turn off the lights, the meeting was adjourned at 8:47 P.M. (MST).**

First Motion: Randy Kunzelmann

Second Motion: Frank Danielson

Motion Carried

**The next Board of Directors meeting will be held on:**

**Thursday, June 19, 2003 at 7:00 P.M. (MST)**

**A location for the next Board of Directors Meeting will be determined by Craig Baltz and Randy Kunzelmann and notices will be issued to all HOA Members.**

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