

**WILDCAT RIDGE HOMEOWNERS ASSOCIATION
REGULAR SESSION MEETING MINUTES
September 13, 2016**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on September 13, 2016 at 20725 N. 38th St., Phoenix, AZ 85050.

ATTENDANCE

Directors Present

Steven Soekrasno	Vice President
Patrick Willingham	Treasurer
Stephanie Cunningham	Secretary

Directors Absent

Timothy Lacy	President
Vacant	Member at Large

Others Present

Judee Parker, CAAM, CMCA, AMS	Total Property Management
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CALL TO ORDER

A quorum was present, and Vice President, Steven Soekrasno, called the meeting to order at 6:33 p.m. It was noted that Homeowners would be allowed to comment prior to any vote being taken and that a separate Homeowner Open Forum would be held at the end of the meeting for any new items.

CONSENT CALENDAR

A MOTION WAS MADE, SECONDED, AND CARRIED UNANIMOUSLY to approve the following consent calendar items as presented:

- June 23, 2016 General Session Minutes.
- June & July 2016 Financial Statements.

MANAGEMENT FINANCIAL REPORT

Financial Status of the Association

As of July 31, 2016 the Pacific Western Checking Account balance is \$125,803.15, the Morgan Stanley Operating Money Market account balance is \$291,416.84 and the reserve account balance is \$87,857.88. This item has been included for informational purposes only and requires no action.

Kroemer Co. PLC – Tax Filing, Review, Compilation, Audit Report Proposal

Management obtained a proposal for preparation of the Association's year-end taxes, compilation report or review report, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal from Kroemer Co. PLC for preparation and filing of taxes and compilation report for the fiscal year ended December 31, 2016 for the total cost of \$750.00.

Proposed 2017 Budget

Management prepared and presented the proposed 2017 Budget which includes current contract rates, utility rates with anticipated increases, insurance premiums and reserve funding in the amount of \$11,062.92 as recommended in the January 2015 Reserve Study. To offset an increase in assessments, \$18,844.92 has been included as an equity transfer. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to table the proposed 2017 budgt pending further review.

Reserve Funding

Last year the Board elected to not fund the reserve account until the end of the year. Management requested direction to determine if funding to the reserve account for 2017 will be performed on a monthly basis or at the end of the year. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve funding the reserve account at the end of the year in the amount of \$11,063.00 in accordance with the approved 2015 reserve study providing funds are available.

BOARD DISCUSSION/MANAGEMENT REPORT

Insurance Renewal Proposal – Cox Insurance

Management informed the Board that the Association’s insurance coverage is due to expire on October 24, 2016. Cox Insurance submitted a proposal for renewal, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve renewal of the insurance policy with Cox Insurance for the total annual premium of \$3,790.00.

Caretaker Proposal – Irrigation Smart Clock Controller

As requested at the last meeting, Caretaker submitted a proposal for the installation of an ARE IC-600PL I-CORE 6 station smart irrigation timer with climate logic wireless weather controls, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for the total cost of \$4,721.00.

Front Entry Island Renovation Proposals – E. Potter and 40th

Based on the design submitted by Steven Soekrasno, management obtained a proposal from Caretaker, Harte’s Construction and Property Rock Resources for renovation of the median entry island planter on E. Potter and 40th St. which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to table this item pending receipt of amended proposals to include a third planter.

Caretaker Proposal – Winter Rye Over Seed

Caretaker submitted a proposal for the application of winter rye over seed to the community parks, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for the total cost of \$1,697.00.

Caretaker Proposal – Install Concrete Border to Define Property Line

Caretaker submitted a proposal to create a visible boundary line along the northeast side of the property along 40th St. which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for the total cost of \$540.00. Please review the enclosed proposal and location map. The cost to install a concrete border in this location is \$540.00.

CertaPro Painting - Change Order Proposal

CertaPro Painting submitted a change order to paint the block walls and wrought iron facing the Central Arizona Project land at the back of the community, which was presented to the Board for review. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to table this item pending a job walk with the vendor to view the area.

Homeowner Open Forum

There were no homeowners present at this meeting.

Adjourn

There being no further business to come before the Board at this time, A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to adjourn the regular session meeting at 7:17 p.m.

Attest:

Signature

Date

Signature

Date