

PHOA Board Meeting - DRAFT

July 22, 2025

Meeting Place: Gate Briseno's townhome, Phone (Lorna, Julie)

Call to Order: 4:00 pm

Board participants: Gate Briseno, Julie Wegner, Curt Wright, Sylvia Buchanan, Jeremy Butler, Lorna De La Ossa (Association manager)

Residents: Judy Tom, Karen Graham

Approval of 4/15/25 Board Minutes

- Motion to approve: Curt, 2nd: Sylvia. Unanimous approval

President's Report

- President has been busy taking care of repairs around the complex
 - Restrooms have been cleaned up and painted
 - Four tons of rocks were delivered and residents used them to replace lost rocks in their yard space
- Problems
 - Leak noted with last rain in the women's restroom. Roof will be replaced by end of July 2025. (See New Business below for more information)
 - Ponderosa sign on corner of Halbert and E Ponderosa has been knocked down three times and the sign has been stolen. A new sign has been ordered and the sign will be placed in concrete. Now if the sign is hit, the car will sustain damage.
 - Garbage recycling bins: PHOA was being charged additional fees (\$50/bag) for contaminated recycling items, such as garbage bags in recycling bin. Due to increase cost, the recycling bins were removed after approval of board. Now all recyclables are to be placed in garbage bins. Garbage is picked up Tuesdays and Friday. There have been two complaints by residents since removal of recycling bins.
- Handyman resources: Vince, Gabriel Aguilar with Cal's Plumbing (520-622-2257). Also two electricians live in the complex and are willing provide electrical repairs.

Financial Report – Sylvia

- PHOA is in good financial shape
 - Checking: \$38,108.00
 - Savings: \$79,661.00
 - CD: \$78,757.00
- Delinquencies: At this time residents are up-to-date on current maintenance fees. \$600 is still owed from previous months.

Old Business

- CD has been renewed by Lorna
- Chain link fence along empty lot west of the Root Way
 - There appears to be a dispute as to who owns the fence and thus who is responsible for fixing it.
 - Sylvia contacted the property owner of the empty lot – he indicated the fence was not on his property
 - PHOA does not own fence based on how fence is constructed
 - At issue is the hole in the fence next to 271 Root Way
 - Per Vince – the hole appears to have a temporary repair and may not need further repair
 - Sylvia will take picture and send to Lorna
 - Gate will examine fence and just take care of it

New Business

- 2025/26 Budget: Starting in January 2026, Lorna needs to add a \$25 administration fee to budget for administrative software usage.
 - Proposed adding \$150 to budget for this fee.
 - Jeremy approved, 2nd: Curt. Unanimous approval.
- Pool Ramada and pool house roof
 - Due to leak in pool house (women's bathroom) it was deemed necessary to get the roof properly repaired emergently.
 - Approval of the roof repair was granted by the board via email.
 - Work to begin on July 24 and 25. The pool will be closed during the repair.
 - Once the roof is fixed, Vince will repair damaged sheet rock and repaint the restrooms as needed.
- More members on board issue
 - To allow more board members, the bylaws need to be updated and approved by 2/3 of the home owners.
 - Proposed wording of board member bylaw: minimum of 5, maximum of 10.
 - Next meeting, a draft of the bylaw revision will be presented, approved and sent out to homeowners
- Leak has been detected in the front yard of 295 Ponderosa 1-2 weeks ago. The owner is responsible for fixing the leak and has been contacted, but has yet to fix the leak. Due to the excessive water usage due to the leak, PHOA will start to charge the homeowner for water usage. Homeowner indicated that a plumber will be out on July 22 to fix it, but this did not happen. The homeowner will be contacted again. If not, fixed within the week, PHOA will fix it and charge the homeowner for the repair.

Open discussion

- Gate is working closely with Jeremy regarding PHOA business.
- Jeremy has been monitoring and maintaining the pool bathrooms
- Judy Toms noted cracks in the road outside of 294 and 270. She indicated that these cracks need to be repaired.
 - Sylvia will take pictures and send to Lorna to determine urgency of repair

- Lorna indicated that the cracks were likely there prior to the last seal coating 5 years ago. A major paving project is required to maintain the roads at a higher level. Scheduling of a major paving project will be put on the agenda for full discussion at the next meeting.

Next meeting: Tuesday, October 21, 2025 @ 4 pm at Gate's place

Motion to adjourn meeting: Curt; 2nd: Jeremy. Unanimous approval

Meeting adjourned at 4:50 pm