

# The Fairways Homeowners Association

## Board of Directors Meeting

Wednesday, March 17, 2021 | 9:30 a.m.

ZOOM Videoconference | Meeting ID: 4208561541 | Passcode: 834009

### Board Members

Frank Perra, President  
Steve Hannegan, Vice President  
Lana Nikonetz, Treasurer  
Fran Nocella, Secretary  
Marybeth Tarrant, Director  
Scott Wills, Director  
JoEllen Pfundheller, Director

### Management

Ashley Herrera, Association Manager  
Maria Rodriguez, Asst. Association Manager

### HOMEOWNERS PRESENT

Matthew Steiger, David Wilson, Max Schultz, Michael Ricks, Noah Weinreb, and Kirk Gardner.

### CALL TO ORDER

Frank Perra called the meeting to order at 9:30 a.m.

### GUEST SPEAKER

Michael Wiswell and Michael Basinger from Maxwell Security attended the meeting to explain their duties while on patrol at the property. They will continue to check all pool areas, remove transients from the property, ensure all gates are secured and conduct citizen arrests if necessary.

### OPEN FORUM

Owners commented on receipt of the previous meeting minutes.

### SECRETARY'S REPORT

The Board reviewed the minutes of the February 17, 2021 regular meeting. After noting a change to the Landscape Committee Report, Fran Nocella made a motion to approve the minutes as revised. JoEllen Pfundheller seconded the motion, with it passing unanimously.

Management reported that the Board discussed violation enforcement and delinquencies that are being monitored by the Association's legal counsel in the previous executive session.

### TREASURER'S REPORT

Lana Nikonetz reported on the February 28, 2021 financial statements (see attached report). As of February 28, 2021, the Association held \$124,140 in operating funds and \$1,095,819 in total reserve funds. There were accounts receivable of \$39,511, accounts payable of \$6,642 and \$17,385 in prepaid assessments. Two months into the fiscal year, the Association was approximately \$25,004 over budget. This figure is primarily due to gas utilities and tree trimming that are expected to balance out toward the end of the year.

Lana Nikonetz made a motion to accept the February 28, 2021 financial statements as presented. Steven Hannegan seconded the motion, with it passing unanimously.

The Board reviewed delinquencies.

Lana Nikonetz recommending renewing a CD held at UBS for another 12-month period. Frank Perra made a motion to renew the CD as discussed. Lana Nikonetz seconded the motion, with it passing unanimously.

## **REPORTS**

### **LANDLEASE**

Frank Perra reported the landowners met February 17, 2021 and March 11, 2021 and still have not agreed on a response to the Board's proposed terms on the renewal. The Association's legal counsel informed Frank Perra another meeting is scheduled on March 29, 2021 and the landowners should have a counter proposal for the Board to review following that meeting. Another update will be provided at the next Board meeting.

### **ARCHITECTURAL COMMITTEE REPORT**

Scott Wills reported on the Architectural Committee's draft Charter. After some discussion, Scott Wills made a motion to approve the draft Architectural Committee Charter as written. Steven Hannegan seconded the motion, with it passing unanimously.

### **LANDSCAPE COMMITTEE REPORT**

Fran Nocella reported the Landscape Committee met on March 15, 2021 and Shirley Spooner resigned from the Committee.

The Board then reviewed the Landscape Committee Charter that was approved on December 19, 2019. After making a revision removing the \$150 limit allocated for discretionary funds, Fran Nocella made a motion to approve the Landscape Committee Charter as written. Lana Nikonetz seconded the motion, with it passing unanimously.

Proposals to replace trees throughout the community were reviewed. After discussion and request of additional information regarding irrigation from West View Landscape, the Board agreed to table the proposals until the information is received.

Fran Nocella reported the proposed project for revitalizing the traffic circle near the Clubhouse is a project the Landscape Committee is currently reviewing and no major expenditures are expected at this time.

Discussion ensued regarding the trial period for a new irrigation timer. The Board agreed to table this until the Landscape Committee can conduct further research.

Fran Nocella made a motion to approve the request to remove the Palm trees in the exclusive use area at 1761 Pinehurst Plaza. Scott Wills seconded the motion, with it passing unanimously.

### **ROOF REPORT**

Management reported Western Pacific Roofing is nearly completed with the assigned re-roofs and is expected to commence roof maintenance by March 23, 2021.

### **CLUBHOUSE COMMITTEE REPORT**

The Board agreed that the WIFI and internet connection in the Clubhouse is strictly for Clubhouse use only (i.e. alarm system, Board meetings, etc.). The passcode will not be distributed for homeowner use.

Kirk Gardner reported he met with an engineer to discuss the repair the soffit in the Clubhouse (see attached report). Plans will be prepared and submitted to the Board once completed.

### **FACILITIES COMMITTEE REPORT**

Kirk Gardner reported 42 lamp posts have been repaired.

### **TENNIS/PICKLEBALL COURTS REPORT**

Kirk Gardner then reported the new puck board has been installed and prepared for additional support posts.

### **POOLS & SPA COMMITTEE REPORT**

It was reported that Pool #5's heat has been turned back on.

The Board reviewed KAPS' correspondence and proposal in the amount of \$2,500 to replace two (2) skimmers at Pool #3. Frank Perra made a motion to approve the proposal subject to confirmation with KAPS. Scott Wills seconded the motion, with it passing unanimously.

### **SAFETY REPORT**

JoEllen Pfundheller and Maria Rodriguez continue to work on monitoring and deleting gate codes/gate remotes.

### **GOVERNING DOCUMENTS COMMITTEE**

Marybeth Tarrant explained the proposed amendments to the Rules & Regulations. After much discussion, Marybeth Tarrant made a motion to send the proposed amendments to the membership for review and comment subject to the attorney's review of additional changes. Frank Perra seconded the motion, with it passing unanimously.

### **BUSINESS**

The Board reviewed the proposed insurance renewal in the amount of \$50,911 from Labarre/Oksnee. After some discussion, Lana Nikonetz made a motion to approve the proposal as presented. Marybeth Tarrant seconded the motion, with it passing unanimously.

Discussion ensued regarding a Technology Committee. The Technology Committee would assist in managing the HOA's website, and arranging a speaker system for Board meetings in the Clubhouse. JoEllen Pfundheller made a motion to establish a Technology that would consist of JoEllen Pfundheller and Robert Compton. Lana Nikonetz seconded the motion, with it passing unanimously.

The Board discussed a beautification project to improve and/or replace garage doors. The Board asked management to send this information out as a mass email to the membership and ask Architectural application be completed if anyone plans to replace their garage door.

The Board reviewed Vantage Point Construction's proposal in the amount of \$598.80 to repair the trash enclosure on Paradise Plaza. Frank Perra made a motion to approve the proposal and presented. Scott Wills seconded the motion, with it passing unanimously.

Homeowner's correspondence was reviewed.

### **MANAGEMENT REPORT**

The Board reviewed management's action list and work order report.

### **NEXT MEETING DATE**

The next meeting is scheduled on Wednesday, April 21, 2021 at 9:30 a.m.

**ADJOURNMENT**

With no further business to come before the Board, Frank Perra made a motion to adjourn the regular meeting at 11:41 a.m.



**ATTEST**

**Frank Perra, Board President**

**Financial Report**

	January 2021	February 2021
Income	78,860	78,744
Expenses	82,361	99,410
		February tree trimming \$15,890
Net Income (Loss)	(3,501)	(20,667)
Reserve Contributions	15,550	15,550
Reserve Interest	23	169
Reserve Spending	(1,333)	(17,790)
Reserve Revenue		66,738
		Precision Risk - Fire Ins proceeds
Net monthly Reserve Increase (Decrease)	14,240	64,667
Reserve Balance	1,031,151	1,095,818

**Aged Accts Receivable**  
 Legal action amount

	38,269	39,511
	35,188	36,333

appears to be several that have not updated the increase HOA amount

**Reserve Spending**

Fence/Gate/Wall	325	2,500	PS Welding \$1,700 install fence top of wall, \$800 instl add'l fencing
Pools/Spa	1,000	11,915	Rammel constr Pool 5
Building/Roof		1,000	Western Pacific roofing - recoat 9 buildings
Irrigation		2,375	Westview Landscape irrig wiring installation
Contingency		-	66,738 fire insurance money
Interest	8		
	1,333	-	48,948

**Larger Expenses**

Landscape	18,850	19,995
Utilities	28,545	21,831
February tree trimming		15,890

## Ashley Herrera

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**From:** kirk gardner <akg51234@gmail.com>  
**Sent:** Wednesday, March 10, 2021 1:58 PM  
**To:** Ashley Herrera; Maria Rodriguez  
**Subject:** Fairways Clubhouse Facilities Committee Report March 2021

### Clubhouse Facilities Committee Report March 2021

#### Clubhouse

\* Met with Robyn Ritchie, AIA, BIM/IPD and Christopher Andrews, her associate, on Friday March 5th at 2:30 pm in the Clubhouse to review the soffit issue. The consultation went very well in that Robyn assured Board member Joellen P and myself she would look to provide cost effective solutions as her primary focus. The hour consultation was followed up by a revisit, on Monday March 8th at 8am, by Robyn's associate, Christopher, who took numerous pictures of the soffit interior, clubhouse interior, equipment well and reconfirmed that the fireplace was not a structural component. They commented one aspect of the ceiling variations they would pursue was simply very poor workmanship that does not always translate as compromising structural integrity. I would like to thank Ashley and Maria for sourcing Robyn for us as I am very encouraged that she will provide a workable solution to line off this issue.

#### Facilities

\* Lamp post project continues with 8 more completed.

#### Tennis Court Puck Practice Board Project

\* Practice Board site location is back wall of far tennis court adjacent to Fairway Cir NE. All holes with construction tubes have been prepped for 8 of the 12' support poles to be cemented in place.

\* All hardware to fasten puck board to the chainlink fence has been sourced. To date expenditures total \$515. The only additional material needed is more concrete that may require approx \$50 additional if not available as discounted bags. All in cost should easily be under \$600.