

## DESERT GREENS 2001 HOA EXECUTIVE MEETING

DATE: January 10, 2020  
PRESENT: Buzz Heldt, President; Arlene Chandler, Vice President; Michael Mouer, Treasurer; Louis Decanio; Darren Proulx  
Linda Axford, Secretary  
ABSENT: None  
HOMEOWNERS: Michael Caristo; Ralph Roque  
CALLED TO ORDER: 2:00 p.m.

AGENDA ITEMS: Brainstorming session regarding 1) how to reduce water usage & cost, and 2) design and development of a Maintenance Committee

1. Design and development of a Maintenance Committee:

Buzz: Volunteers to oversee the maintenance crew.

Darren P.: Presented a suggested description and committee charter. Research showed that many HOAs have such a committee. (See attached) Recommends Board establish such a committee.

Suggested revisions to draft: Maintenance committee will meet at some time during the month and report to the Board at the Executive Board meeting on the 4<sup>th</sup> Thursday of the month.

Suggests maintenance committee be able to fix things within some defined budget prior to reporting to the Board.

Michael M.: Suggests an established budget vs. disbursing petty cash as needed.

Buzz will be taking over Jerry's work with supervising the golf course upkeep . coordinating the work with Manny. Maintenance Committee will deal with issues separate from the golf course.

Discussion about what type of budget would be best for a Maintenance Committee - there needs to be some limited amount available to them in order to get small repairs completed in a timely fashion. As an example, Manny has a \$200 limit to what he can spend without getting approval. Examples of other options: Office could disburse money within some set limit & no veto power; in past Jerry H. had a credit card in his name only and was used only for the HOA; Darren has an arrangement with Home Depot . they will text him with cost and he is required to approve /not approve the purchase. Whatever system is used, we always must get receipts that are turned into the office.

Suggestion to let the Maintenance Community determine if they can do a particular project or if they need an outside bid/contractor.

They will report to the Board monthly on potential work they reviewed, work that has been done, money that has been spent, and any work they think needs to be done that will incur larger costs requiring Board approval.

The Board can appoint and remove committee members as needed.

*Michael Mouer: I move the Board create a Maintenance Committee, consisting of three (3) people from the community, to oversee general maintenance of the community with the exception of the golf course. Arlene Chandler 2<sup>nd</sup>. Discussion: None. All in favor. Motion passed.*

Michael Caristo and MJ Hendrie are willing to be members of the Maintenance Committee and are appointed. They will look for a 3<sup>rd</sup> member and choose their own Chair.

Board liaison: Darren P. volunteered.

Darren P.: It may be possible to use some of my workers for some of the work.

Ralph Roque: Will there be an issue using Darren's employees - is there undue influence from a business perspective using his resources . may look like that even if it is not so.

Darren P.: If the HOA chooses to use them, the HOA will negotiate with his employees, for their personal costs and availability. Darren will not be involved.

MJ: If there is to be a new housekeeping crew, will this decision go to the Board or the new committee? Would like the Board to manage the housekeeping work in the clubhouse because it is a monthly cost. Darren P.: Suggests having the Maintenance Committee do the research, find the person or company that best meets their criteria, and then present to the Board for approval.

*Darren P.: I move that the Maintenance Committee be allowed to spend up to \$250 and receive reimbursement without Board approval. Michael M. 2<sup>nd</sup>. All in favor. Motion approved.*

## 2. Water conservation:

Leak detection: Buzz H. would like to investigate finding a company who does this.

Darren P.: problem with how much it will cost to repair leaks that may be discovered. Choosing how to fix them? i.e. All at once; on a schedule?. If multiple leaks are found, it could be a very expensive project.

Michael M.: Will call American Leak Detection and get a bid and present to Board at next mtg.

Handout from Darren on water conservation (see attached) Showed examples of showerheads that provided varying amounts of water flow: 1/5 gallons vs. 2 gallons; aerators - 3 samples (2.2 gal/min / 1.8 gal/min; 1.2 gal/min)

Suggests having incentives for anyone doing something for water conservation. E.g. Entered into a drawing (after turning in a receipt). Showed a Watts Hot Water Recirculating System Retrofit for \$200. This device provides hot water at every faucet and shower without wasting water trying to empty pipes of cold water before the hot water reaches the faucet/showerhead.

Darren P.: Would like to set an appointment with Great Basin Water Co. and attend with another Board Director. Thinks there are three possible ways Great Basin could help with reducing our usage/costs: a different rate . wholesale vs. retail / delivery to end-users / conservation ideas. Darren P. will go ahead and set a meeting date/time and will inform the other Board members.

Can include the information regarding checking for toilet tank leaks with the Feb Senior Moments - attach with pill and distribute.

Michael C.: Parking on vacant lots? Buzz: Letters have been sent out and have personally talked with individuals. It has also been in the Senior Moments. Still happening. Discussion without any conclusion

ADJOURNED: 3:24

SUBMITTED BY: Linda Axford, Secretary