



The Ocotillo Community Association

c/o Premier Community Management, Inc.
3930 S. Alma School Road, Suite 10, Chandler, Arizona 85248
Office: (480) 704-2900 • Fax: (480) 704-2905
www.o-ca-az.com

OPEN SESSION MINUTES March 28, 2017

The Meeting was convened in the Conference Room at the First Credit Union and called to order at 4:42 PM by President – Wally Brown. Other Board attendees included: Vice President – Mike Palermo, Secretary – Spike Lawrence, and Director – Cliff Jones.

Absent: Treasurer – Molly Carroll.

Quorum was noted and recorded. Also in attendance from Premier Community Management, Inc. (PCM) was General Manager – Don Higdon, Compliance Manager – Jana Gowin, Design Review Manager – Briana Bosanko, Administrative Assistant – Nicole Espinoza, Facilities Maintenance Supervisor – Frank Rockwell, and OCA's attorney/legal representative from Carpenter Hazelwood Delgado & Bolen (CHDB) – Josh Bolen.

I. Pledge of Allegiance

II. Approval of Minutes:

Mike Palermo motioned to approve the February 28, 2017 Open Session minutes as written, Cliff Jones seconded the motion, the motion carried unanimously.

III. Treasurer's Report:

Don Higdon presented the summarized numbers of the Treasurer's Report.

IV. Pump Station Intake Screens:

Frank Rockwell (OCA FMD manager) reported BTB Services are doing all of the intakes, hydro-vacating and creating stainless steel screens. The Board requested detail of build, what it will look like and how large. Mike Palermo motioned to approve the bid not to exceed \$24,000, Cliff seconded the motion, the motion carried unanimously.

V. Pump Station 9 Roof Bid:

The Board discussed that the plans need to be re-drawn as the station is much bigger, is in the direct sun and as a result needs more ventilation. Cliff Jones mentioned looking into the push/pull ventilation system. Mike Palermo motioned to approve the bid, not to exceed \$18,000 and with a 1-year warranty. Cliff Jones seconded the motion, the motion carried unanimously.

VI. Premier Management Contract Renewal:

Mike Palermo motioned to approve the contract renewal. Cliff Jones seconded the motion and the motion carried unanimously.

VII. Vistas Median Landscape Renovations:

Josh Bolen will provide Don with a template contract for bidders. Don will request a bid list from Phil Ryan to be sent to bidders by Friday, March 31, 2017.

VIII. Pine Tree Treatments:

No updates.

IX. Dobson Rd Wall Alignment/Drainage Issues:

Anderson Barron needs basic specs to prepare proposal. Tabled until next meeting.

X. Maxicom Irrigation System Repairs/Upgrades:

Tabled until next meeting.

XI. Manager's Report:

Don Higdon summarized report included in the packet.

XII. Violation Report:

Jana Gowin reported that 549 letters were sent in February. She reported that the new Compliance system SmartWebs is working well.

XIII. Design Review:

Briana Bosanko inquired as to the Board's feelings on commercial sun sails. Tabled until next meeting.

XIV. Adjournment:

Wally Brown motioned to adjourn the meeting at 5:20 pm. Mike Palermo seconded the motion, the motion carried unanimously.

Respectfully Submitted,

Nicole Espinoza
Administrative Assistant