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## The Ocotillo Community Association

c/o Premier Community Management, Inc.  
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### OPEN SESSION MINUTES October 24, 2017

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The Meeting was convened in the Conference Room at the First Credit Union and called to order at 4:33 PM by President – Wally Brown. Other Board attendees included: Vice President – Mike Palermo, Secretary – Spike Lawrence, Treasurer – Angela Harrolle and Director – Cliff Jones.

Quorum was noted and recorded. Also in attendance from Premier Community Management, Inc. (PCM) was General Manager – Don Higdon, Design Review Manager – Briana Bosanko, Covenants Coordinator – Nicole Espinoza, Administrative Assistant- Jessica Gomez 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 September 26, 2017 Open Session minutes as written, Spike Lawrence seconded the motion, the motion carried unanimously.

**III. Treasurer's Report:**

Included in packet.

**IV. FMD - Updates:**

Frank Rockwell – FMD Supervisor reported that they have stocked fish and fish will begin to die in November 15<sup>th</sup>.

**V. Insurance Review:**

Tabled for next meeting.

**VI. Vistas Landscape Enhancement Project:**

Don Higdon provided update on the project and waiting on resolution by the end of October.

**VII. Peninsula Asphalt Maintenance:**

Holbrook Asphalt proposal for surface armor approved at \$11,711.00. Cliff Jones motioned to approve, Angela Harrolle Seconded the motion, the motion carried unanimously.

**VIII. 2017 Audit & Tax Returns:**

Don Higdon presented Pete's Sarata's typical cost for an audit which was under \$10K with a client loyalty discount. The Board approved to continue utilizing Pete Sarata's services.

**IX. 2018 Budget Review:**

Board reviewed and proposed maintaining current rate of all assessments, effluent and SUA except Estates and Peninsula which both required increases in the reserve contributions based on the new reserve study just completed. Proposed to increase Estates from \$57 to \$62/month as well as Peninsula from \$50 to \$55/month. Mike Palermo motioned to approve the 2018 budget and assessments, Cliff Jones seconded the motion, the motion carried unanimously.

**X. Manager's Report:**

Don Higdon presented staff changes. The Peninsula entry and gate have been completed along with the Ocotillo monument located in the lake adjacent to the Falls along Alma School. The annual meeting will fall on April 17, 2018 (the 3rd Tue). The Ballroom at the Ocotillo Golf Club has been reserved. The deadline for nominations will be March 12, 2018.

**XI. Violation Report:**

Included in packet.

**XII. Design Review:**

Briana Bosanko stated nothing to report at this time.

**XIII. Adjournment:**

Wally Brown motioned to adjourn Open Session at 5:51 pm, Angela Harrolle seconded the motion, the motion carried unanimously.

Respectfully Submitted,

Jessica Gomez  
Administrative Assistant