

Surprise Farms Community Association

PO Box 25466
Tempe, Arizona 85285
(480) 8203451

BOARD OF DIRECTORS OPEN SESSION MEETING MINUTES FEBRUARY 21, 2022

Board Members Present: Renee Nelson, Pam Tufegdzcic and Margaret Kogle

Board Members Absent: Daniel Monson - 1 Vacancy

Management Present: Betsy Andona, Community Manager - Kinney Management
Tony Santillan, Stillwater Landscape

Homeowner's Present: 3 Homeowners on Zoom

Call to Order: A quorum was established with three (3) out of five (5) Board members present. The Open Session meeting held virtually via Zoom was called to order at 7:04 pm by Renee.

Minutes: A motion was made, seconded and carried unanimously to approve the January 10, 2022 meeting minutes as presented.

Guest Speaker, Tony Santillan – Stillwater Landscape: Tony gave an update about current landscape items –

- Greenway Conversion has been completed.
 - Plant suggestions will be email to Board for review.
 - Backflow on Greenway was hit by someone, it is being repaired; Tony suggested putting boulders around/in front of it to prevent this from happening again.
 - Working with/monitoring the internet vendor with their install in the common areas, will pick up sandwich board advertisements.
 - Greenway irrigation needs to be moved on before heat comes and more plants/trees suffer.
- Estimate 191-2022-50 – Parcel 6 Curbing Repair – A motion was made, seconded and carried unanimously to approve the Parcel 6 Curbing Repair for a total cost of \$1,185.00.

Financial Report: The January 2022 Financials were reviewed and approved as presented.

- SFA - A motion was made, seconded and carried unanimously to re-invest \$25,000 of CD #8851 that expires on 03/24/22 for another 12 months and deposit the \$93.32 balance into the CIT ICS account.
- SFG – A motion was made, seconded and carried unanimously to re-invest \$25,00 of CD #7839 that expires on 03/24/22 for another 12 months and deposit the \$93.32 balance into the CIT ICS Savings

Invoice(s) for Approval:

- Stillwater Landscape –
 - o December Irrigation – Invoice #21329 – A motion was made, seconded and carried unanimously to approve Invoice #21329 for a total cost of \$566.46 for the irrigation repairs for the month of December 2021.
 - o Remove Willow Acacia – Invoice #21288 – A motion was made, seconded and carried unanimously to approve Invoice #21288 for a total cost of \$795.00 for the removal of a hazardous tree.

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Invoice(s) for Approval (cont'd):

- January Irrigation – Invoice #21474 – A motion was made, seconded and carried unanimously to approve Invoice #21474 for a total cost of \$910.48 for the irrigation repairs for the month of January 2022.
- Arizona Mailbox Services – Invoice #020322-01 – A motion was made, seconded and carried unanimously to approve Invoice #020322-01 for the deposit payment of \$5,320.00 for the replacement mailboxes for Parcel 5.

Manager's Action Item List: The Board reviewed the updated Action Item list; no action needed at this time.

Pending/Tabled Items:

- Parcel 8 – Driveway Sealcoating Project – The Board reviewed the materials provided from the engineer. A motion was made seconded and carried unanimously to accept the proposal from Keeley Construction for a total cost of \$337,080.00. The Board would like to know scheduling, payment schedule and if project can be phased before beginning.
- Parcel 7 Mailbox Cluster Repair – Manager reported the vendor is waiting for the boxes to be delivered “any day”; the Board would like a tracking number.

New Business:

- Parcel 5 Mailbox Repair – Action in Lieu – A motion was sent via email to approve the Estimate #122721-01 from Arizona Mailbox Service for a total cost of \$10,640.00 for the replacement of the Parcel 5 mailboxes; the motion passed unanimously on January 23, 2022.

Additional Items: None at this time.

Open Discussion:

- Broken Mailbox Communication – The Board instructed Manager to post notice on both broken boxes, mail the notice to all of Parcel 5 and Parcel 7 and to post weekly updates on the website.

Adjournment: There being no further business to discuss the meeting was adjourned at 8:21pm. The next meeting will be in March – date/time TBD.

Respectfully Submitted On Behalf of the Board of Directors for
Surprise Farms Community Association

Betsy Andona, Community Manager
Kinney Management Services

BOARD REVIEWED AND APPROVED: _____