

# Surprise Farms Community Association

PO Box 25466  
Tempe, Arizona 85285  
(480) 8203451

## BOARD OF DIRECTORS OPEN SESSION MEETING MINUTES JANUARY 10, 2022

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

**Board Members Absent:** Margaret Kogle - 1 Vacancy

**Management Present:** Betsy Andona, Community Manager - Kinney Management

**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 7:00 pm by Renee.

**Appointment of Board Members:** A motion was made, seconded and carried unanimously to appoint Pam Tufegdzcic, Daniel Monson and Margaret Kogle to the Board of Directors and as the following Director Positions:

President – Renee Nelson

Vice President – Daniel Monson

Secretary – Margaret Kogle

Treasurer – Pam Tufegdzcic

**Minutes:** A motion was made, seconded and carried unanimously to approve the November 8, 2021 meeting minutes as presented.

**Financial Report:** The November 2021 Financials were reviewed and approved as presented. The December 2021 financials will be completed once all of the CD Statements are received by the accounting department.

### **Invoice(s) for Approval:**

- Stillwater Landscape –
  - o November Irrigation – Invoice #21091 – A motion was made, seconded and carried unanimously to approve Invoice #21091 for a total cost of \$1,274.08 for the irrigation repairs for the month of November 2021.
  - o 303 Section 3&4 Quarterly Clean Up – Invoice #21198 – A motion was made, seconded and carried unanimously to approve Invoice #21198 for a total cost of \$4,320.00 for the quarterly clean up on the 303 area.
- HOA Playground –
  - o Invoice #24346 – A motion was made, seconded and carried unanimously to approve the deposit invoice for Approved Estimate #13161 for a total cost of \$2,249.04 for site furniture repairs at 3 playgrounds.
  - o Invoice #24347 – A motion was made, seconded and carried unanimously to approve the deposit invoice for Approved Estimate #13162 for a total cost of \$2,081.01 for the repairs for the playground at Parcel 3.
  - o Invoice #24348 – A motion was made, seconded and carried unanimously to approve the deposit invoice for Approved Estimate #13163 for a total cost of \$2,094.24 for the repairs to the playground at Parcel 5.

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## Invoices for Approval (cont'd):

- Invoice #24349 – A motion was made, seconded and carried unanimously to approve the deposit invoice for Approved Estimate #13164 for a total cost of \$9,309.88 for the repairs to the playground at Parcel 6.
- Invoice #24350 – A motion was made, seconded and carried unanimously to approve the deposit invoice for Approved Estimate #13165 for a total cost of \$3,842.05 for the repairs to the playground at Parcel 8.

**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 next phase of the project was discussed; a motion was made, seconded and carried unanimously to proceed with the Bid Specifications, Distribution, Analysis and Recommendations for a total cost of \$1,900.00.
- Parcel 6 Wall Damage Repair – This has been completed and will be removed from the Agenda.
- HOA Playground Safety Repair Estimates – On December 17, 2021 via Action in Lieu via email vote the Board unanimously approved the following estimates:
  - \*Estimate #13164 for a total cost of \$18,619.74 for the repairs to the playground at Parcel 6.
  - \*Estimate #13163 for a total cost of \$4,188.47 for the repairs to the playground at Parcel 5.
  - \*Estimate #13162 for a total cost of \$4,162.00 for the repairs to the playground at Parcel 3.
  - \*Estimate #13165 for a total cost of \$7,684.09 for the repairs to the playground at Parcel 8.
  - \*Estimate #13161 for a total cost of \$4,498.08 for the repairs to several picnic tables, benches and trash receptacles.
- Parcel 7 Mailbox Cluster Repair – Manager reported the tentative date for the parcel box to be received is January 26<sup>th</sup>. Once shipment is received by vendor an install date will be scheduled.
- Monument Repair from Dodge Crash – Manager reported driver had no insurance; a demand letter will be sent but cannot guarantee that we will recoup the costs of repairs.
- 2022 Budget – A motion was made, seconded and carried unanimously to approve the 2022 Budget for SFA and Parcel 8 as presented.

## New Business:

- Parcel 5 Mailbox Repair – Manager reported we have not received repair pricing yet from the regular vendor but would like to request pricing from an alternate vendor that may have better communication with manufacturer.

**Additional Items:** Renee would like an update on the bid status for the curbing repair at the Parcel 6 park area from Stillwater.

## Open Discussion:

- Broken Mailbox
- Photos in violations

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**Adjournment:** There being no further business to discuss the meeting was adjourned at 7:48pm. The next meeting will be on February 21, 2022 at 7pm via Zoom.

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: \_\_\_\_\_

APPROVED