



# TPUOA

Tri Palm Unified Owners Association

## Board of Directors Meeting Minutes 32-851 Desert Moon Drive, Conference Room April 11, 2018

### **I. Call to Order:**

President Will Gonzalez called meeting to order at 9:00 a.m., a quorum was established.

### **II. Roll Call:**

- a. **Board Members:** Will Gonzalez, Jan Arbour, Linda Batson, Pam Treece, Sandy Barbon and Mike Campbell.  
On Phone: Gary Burns. Absent: Wally Tecklenburg
- b. **Staff:** Admin. Assist. Marcee Williams
- c. **Guests:** Three homeowners in attendance.

**Approval of Minutes:** March 7, 2018 Minutes reviewed with no amendments; S. Barbon motioned, P. Treece seconded, approved by all.

**III. President Report:** W. Gonzalez: Thanked everyone on the legal committee for their hard work.

**IV. Vice President Report:** L. Batson: There are three types of conduits to relay information to our membership: Email Blast (Constant Contact), *Happenings* and the TPUOA website. *Happenings* newsletter will continue to issue special notices, as needed, during the summer "off" season. We are still involved in a lawsuit with an appeal pending. We acquired 50% ownership of the property located at 32-222 Cody Ave via a court ordered judgment. A late appeal brief filed by the plaintiff's attorney delayed the court date for the appeal. Riverside courts are backlogged, and this case may be moved to San Diego where our legal team resides. The website has summaries and rulings from the current lawsuit. Detailed reports are a public record and can be accessed by individuals. **(L. Batson – ongoing)**

**V. Financial Report:** W. Tecklenburg, reported by L. Batson: March's operating expenses are in line with the budget. March's expenses were \$23,810, income was \$10,908. The March balance of the checking account was \$126,957 and the Money Market was \$119,983, of which \$92,000 is in the reserve fund. We continue to allocate 3% of assessments to our reserve fund annually. CPA Charles Beck has filed the 2017 tax returns, and the CPA year-end report for 2017 has been prepared. The Treasurer requests this be approved by the board. The 2017 CPA report will be mailed to all homeowners this month in accordance with the Davis-Stirling Act. Our insurance agent, Timothy Cline Insurance Brokers, is currently working on the renewal of two of our insurance policies that expire next month. **(W. Tecklenburg – ongoing)**

**Motion for approval of 2017 CPA Report** – L. Batson motioned, seconded by P. Treece, approved by all.

**VI. Secretary Report:** J. Arbour: Cactus has been planted in the containers along the front of the office. Staff job descriptions have been updated. A new light was mounted over the conference room table. Someone will be hired on a contractual basis to assist with the publication of *Happenings* for the October edition. The Compliance Officer will not be working the month of August to meet the budget numbers for 2018. **(J. Arbour – ongoing)**

### **VII. Old Business:**

- G. Burns: Action Log Sheet discussed. Will continue to log in information from the board minutes. **G. Burns – ongoing)**
- Small Claims- Investigation and action will be taken on the following accounts: 4079, 1099, 1198, 2037, 3118, 8130, 1264, 3053, 3008, 8279, 1048, 8166, 1110, 1197, 7156, 1200, 1083, 1090, 7021, 1071, 2004. **(M. Campbell – ongoing)**
- The fee transfer policy and procedure has been completed. **(L. Batson – completed)**

### **VIII. New Business:**

- L. Batson: Discussion on what needs to be approved by the membership for any architectural rule changes. Notations shall be made in the architecture paint color book the Dunn Edwards color palate are guidelines only and it is not an endorsement nor requirement to use Dunn Edwards. **(G. Burns – ongoing)**

- **Motion to temporarily change the meeting date of Architecture Committee:** The board elects to have the architectural committee meet on an “as needed” basis during the summer months of May, June, July, August and September. Motioned by G. Burns, seconded by S. Barbon. Approved by all.

**IX. Committee Reports:**

- **Architectural:** G. Burns: 18 applications this month. Two were rejected because one was not to county code and one related to the allowed fence easements. Request business cards for the architecture committee members for identification purposes when dealing with the membership. **(G. Burns – ongoing)** Many thanks to our great volunteers.
- **Community Relations:** S. Barbon: The volunteer luncheon was very successful with thanks to our office staff. The Welcome Party for our new owners in the park will be on Friday, January 25, 2019 with our first planning meeting date on November 27, 2018. Articles in *Happenings* and information links on our website will assist in providing additional information to our community in the event of a disaster. The information will include Emergency Preparedness issues, equipment and storage of items required during an emergency. There were 10 to 15 participants at the March Emergency Preparedness meeting. **(S. Barbon – ongoing)**
- **CC&R:** M. Campbell: Violations continue to be a problem. Homeowners often do not respond to the initial letter but the hearing letter receives a response. Pride of ownership has improved over the past year. **(M. Campbell – ongoing)**
- **Communications:** P. Treece: The photo idea for the website has not received any response therefore the idea has been closed. We have added a new “legal” page on the website and more information will be added to update the legal issues. The Redbook (new owner handbook) has been updated and will be reviewed again in the fall for changes. Notices from the Board will be sent in *Happenings* or via an Email Blast during the summer months. **(P. Treece – ongoing)**
- **Senior Housing:** M. Campbell: We continue to receive violation complaints. Investigations relate to underage tenants and reported drug activity. Tom did an excellent job with the senior audit this year. We continue to pursue those owners that have not completed Age Verification Forms that must be completed by everyone whether you live in the home or not. **(M. Campbell – ongoing)**
- **Collections:** J. Arbour: Investigation and action will be taken for the accounts discussed in old business.
- **Rules & Regulations:** W. Gonzalez: P. LaPierre and W. Gonzalez met with John Manack, Manager TPE and Ron Weyant, Regional Manager for Kort and Scott. R. Weyant stated he will visit Tri Palm once a month. He was appalled with the condition of the “family section” and is thinking about hiring a Compliance Officer to assist with maintaining rules and regulations. It is anticipated that Mr. Weyant will bring positive actions to Tri Palm with regards to improvements and maintenance. Pool safety and maintenance will be addressed along with other common buildings/areas. The 2% funding required to be spent (per the Settlement Agreement) for improvements still needs further discussion with management. Mr. Weyant may come to speak to the membership at a general meeting. Golf cart parking and security are still an issue. The booking of club events and the required set up for events requires further coordination and organization by the TPE office. **(W. Gonzalez – ongoing)**
- **Information Technology:** J. Arbour (reported by Mike Morrissey): All computers are fine except for the Z-drive, which is old and requires replacement. This purchase will be noted for the fall budget. Malware security is clean. Back up procedures are constant. The Carbonite retrieval manual is in the process of being written. **(J. Arbour – ongoing)**

**X. Member Comments or Questions:**

A member suggested that TPE management purchase a book/calendar to help them schedule their events. Many homeowners place foil in their windows when they leave for the summer and it “looks tacky”. Another homeowner asked TPUOA to consider investigating a reduced rate (for everyone in park) from Burrtec and Spectrum to reduce individual expenses. It was suggested Supervisor Perez could help arrange a large-item pickup by Burrtec in the park to avoid dumping large items in the desert.

**Meeting adjourned** at 11:10 A.M.

/SIGNATURE ON FILE/HOA OFFICE  
Janice Arbour, Secretary

05-09-2018  
Date