**MINUTES OF THE COP HOA CONDO BOARD MEETING**

**DEC. 22, 2018**

**12622 W PROSPECT, SUN CITY WEST, AZ 85375**

**INTRODUCTION OF VISITORS:** The following residents were in attendance: Paul Hubbard, Tom Smith, Deb Penta, Chet Penta, Jim Kossman, Sharon Monasterio, and Abel Alday

**BOARD MEMBERS PRESENT:** The COP Director’s Board was unanimously present:

President Don Rife, Vice-President Jim Snyder, Treasurer Dick Landis, Secretary Rich Hoyt, Director Sue Vasconcellos, Director Ruth Artz, and Director Diane Shapiro

**OPEN MEETING:** President Rife opened the meeting at 10:00 AM.

**APPROVAL OF THE NOVEMBER BOARD MEETING MINUTES:** Jim Snyder moved to approve the November 17, 2018 COP Board Meeting Minutes. Seconded by Ruth Artz. The motion carried unanimously.

**APPROVAL OF THE NOVEMBER FINANCIAL AND BALANCE STATEMENTS:** Sue Vasconcellos moved to accept the financial statements of November as read, seconded by J. Snyder. The motion passed unanimously. A short discussion about the increase in expenses due to tree maintenance and water costs following the winter seeding of grass.

**COMMITTEE REPORTS**

 **ARCHITECTURE:** Chairman Vasconcellos reported no new activity on COP

 Architectural issues.

 **GROUNDS:** Chairman Snyder submitted minutes to the Grounds

 Committee meeting held at his residence on December 17, 2018.

**COMMITTEE REPORTS:** (cont.)

Items discussed were gardening contract bids, and awarding a new irrigation contract.

 The only legitimate choice of the bids was the licensed and bonded

 bid from Loma Verde (Ray Pena). Dick Landis made the motion to award

 the gardening and irrigation bid to Loma Verde on a 2 year contract

 beginning January 1, 2019. J. Snyder seconded the motion. The motion

 passed unanimously. Dick Landis offered comments about the

exterminators, Arrow Exterminators. They are treating our COP properties on the third Friday of the month. Mr. Landis shared that he was concerned

 about the spraying of bug killer having a negative effect on flowers.

**OLD BUSINESS:**

1. J. Snyder has contacted St. Mary’s Food Bank about the annual gleaning of the citrus trees. No formal arrangements have been made.
2. Rich Hoyt is negotiating with Brian Weir, an established webmaster to set up a COP web site. Pictures have been donated to the project by J. Snyder and Deb Penta. Hoyt is hoping to make a major push on this project before the January board meeting.
3. The welcoming pamphlet item was tabled for this meeting.
4. President Rife shared that APS has been contacted frequently about the issue of damages caused to our sprinklers by their service trucks. We are expecting a damage payment of approximately $900 for their oversight.

**NEW BUSINESS:**

1. The ad hoc committee for gleaning of the citrus trees reported that the window for picking the fruit was February 19-26.
2. Another contractor has been contacted for the purpose of gleaning AND trimming the citrus trees. No response on this item at this date.
3. President Rife presented the budget for 2019 to the board.
	1. The budget includes the contract to Loma Verde Landscapers.
	2. The budget includes the increase in insurance premiums after multiple claims by our COP and the national situation with forest fires, natural disasters, etc. to the insurance industry. (+$8,000 for 2019).
		1. President Rife will contact American Family Insurance for a bid for 2019 to see if a more reasonable rate can be attained.
	3. The budget includes the annual fee to the OHOA of $115.00 (the parent umbrella organization of all the Sun City West HOA’s).
	4. The budget includes the addition of irrigation maintenance by Loma Verde for the 2019 fiscal year.
	5. The monthly COP Condo Association dues will go up to $270 for 2019.
4. A motion was made by J. Snyder, seconded by D. Shapiro, and passed unanimously to accept the presented budget.
5. President Rife made the board aware that Jaycox AC and Heating will be in our neighborhood to inspect air conditioners on Tuesday, January 15, 2019. The charge is $35.00. This vendor will knock on doors to ask permission to get on the resident’s roofs (if they want the inspection).
6. An ad hoc nominating committee was formed to begin a search for new COP board members for the next 2 year bloc. President Rife, Vice-President Snyder, and Treasurer Landis made the board aware they were not running for office at the election of board members on March 2. Diane Shapiro and Tom Smith volunteered to take on this task, but they were still looking for a third member to assist them at the end of the meeting.
7. The annual spring meeting of the COP Condo Association was discussed. Due to the availability of a meeting site the board agreed to have the meeting on Saturday, March 2, 2019 @ 1:00 PM in the Sagebrush Room at the Beardsley Recreation Center. A motion was made by Diane Shapiro, seconded by Ruth Artz, and passed unanimously.
	1. An insurance agent will be invited to attend and speak at this meeting.
8. Jim Snyder shared a cost comparison of similar HOA’s to the board in the Sun City West area. Rationale for differences in these comparisons stemmed primarily from those associations that included roofs in the HOA responsibilities and those that did not. The other major comparison hinged primarily on the amount of grass being maintained in each HOA. The COP has more grass per unit than practically all other HOA’s in the Sun City West area.
9. The gardening committee has requested a single seed spreading for the Fall of 2019. We have been using a mult-seed mix for the past few years and are changing to alleviate: 1) different colors of grass, 2) fewer weeds that germinate with the seed, and 3) reduce the cost of the seeding itself.

**NEXT BOARD MEETING:**

A motion was made by S. Vasconcellos, seconded by J. Snyder, and passed unanimously to hold the next COP CONDO meeting on Saturday, Jan. 19, 2019 @ 10:00 AM at the residence of President Don Rife. President Rife made the suggestion we make and publish the dates of the remaining board meetings for the entire year at this meeting (hopefully we will have them all on the newly established web site).

**MOTION TO ADJOURN:**

A motion was made by J. Snyder, seconded by S. Vasconcellos, and passed unanimously to adjourn the meeting. The meeting was adjourned at 11:40 AM.

**Respectfully submitted:**

**Rich Hoyt**

**COP Board Secretary**