

COP Condo Association Meeting Agenda
February 16, 2026

Saturday - 9:30 AM
Bob Frank's home
12618 West Prospect Drive
Sun City West, AZ

Call meeting to order: President (Bob Frank)

1. Recognition of Board Members Present (Bob Frank)

- a. Establish quorum – **Bob, Pat, Sue, and Jan** (present), **Jerry Phipps** (absent)

2. Recognition of COP Residents Present (Jan Nelson)

3 Audience Sharing – “Robert’s Rules of Order” will be followed

4. Approval of January 17, 2026 Meeting Minutes (Secretary Susan Sutherland) (**VOTE**)

5. President’s Report (Bob Frank)

a. Old Business

- o Update on the new Colby Management team and Colby’s Open House held on Jan 30, 2026, at their Sun City office

b. New Business:

- o Update on COP owners’ emergency contact information
- o COP Website security
- o ANNUAL MEETING - March 21, 2026 (Saturday), 10 AM, *Sutherland’s Crossing*, behind Jim & Sue Sutherland’s home, 12631 Castle Rock Dr.
- o **ANNUAL MEETING voting/ballot procedures:**
 - 1. **March 6th, - ballots will be hand-delivered to homeowners (each condo unit has one ballot/one vote)**
 - 2. **If a homeowner is not home, a ballot will be taped to the kitchen window**
 - 3. **Two (2) OPTIONS for submission of completed ballot**
 - ** OPTION 1: From March 6th to March 20st, completed ballots can be dropped off at Terry Luna’s home (12715 Castle Rock Dr.) in the drop-off box by the garage door**
 - **OPTION 2: On March 21st, you can bring your completed ballot to the Annual Meeting and personally place by 10 AM in the drop-off box, which will be on a table next to the COP resident sign-in sheet.**
 - 4. **Ballots will not be accepted after the meeting starts at 10:00 AM**
 - 5. **Terry Luna and Linda Roberts will count the ballots, and the results will be announced during the meeting .**

6. Vice President’s Report (Jan Nelson)

- a. Update: New homeowners

7. Treasurer’s Report (Pat Sannerud)

- a. Approval of the December 2025 financial reports (**VOTE by BOD members**)
- b. December 2025 major disbursements
- c. 2025 year-end financial results

9. Committee Reports

ARCHITECTURAL (Jerry Phipps)

- a. Architectural requests

GROUNDS (Jan Nelson)

- a. Grounds update
- b. Grounds major projects
- c. irrigation maintenance
- d. Updated East End Improvement Schedule

COP Xerscape Project on East End of Prospect
Timeline

February

2/16 Prepare ground for rock Xerscape conversion by removing Lawn.

2/19 Install bubblers and Shrubs. Cap any Sprinklers that will no longer be needed. Make any irrigation modifications as needed.

2/20 Rock will be delivered to install the next couple days.

2/26 Boulders and Curbing will be installed.

2/27 Spread Rock up against curbing and finish up any loose ends.

WELCOME/SOCIAL COMMITTEE (Joanie Frank)

- a. Future “Gatherings on the Green “dates

10. Audience sharing

11. Future Agenda items

Annual meeting follow-up items

12. Next Meeting Date – Annual meeting, March 21, 2026 (Saturday), 10 AM, Behind Jim & Sue Sutherland’s home, (12631 Castle Rock Dr)

14. Adjournment

