

WINFIELD PLACE HOMEOWNERS ASSOCIATION

Board Meeting

March 19, 2019 4:00pm

Members present: Gerard Winkle, Wayne Nelson, Mike O'Connor, Ray Krukowski, Richard Lindner and Dolores Birach. Absent: Tom Maher. Representing Scottsdale Property Connection, LLC: LouAnn Wipperfurth, and Carmel Young

1. CALL THE MEETING TO ORDER – Gerard Winkle
2. APPROVE MINUTES - A motion was made and seconded to approve the minutes to the January 22, 2019 minutes.
3. DELINQUENCY REPORT – LouAnn
There are no delinquencies as of February 28 2019
4. LANDSCAPE REPORT - Ray Krukowski.
 - Completed landscape project at south end of Bldg. # 12
 - Completed walk-through with arborist (Ed Grabowski of Mr. Greene Genes) to determine required tree maintenance and trees to be removed for 2019
 - Trimmed the fruit trees
 - Planted Pigmy Palm tree by Bldg. #10 to replace tree lost due to storm –
 - Review plans and quotes from contractors for installing battery operated meters for deep tree watering in perf pipes – To be completed by end of March
 - All other trees to be trimmed and pruned as needed. (Note: Branches touching or near the rooftops must be trimmed to prevent roof-rats) – To be completed by March/April
 - Pine tree by front of Clubhouse (west of entrance) and Pine tree at south end of Bldg. #2 was removed due to disease
 - Install battery operated meters for deep tree watering in perf pipes – To be completed by April/May
 - Determine type of tree/bush to replace lost tree in front of clubhouse and plant – To be completed by May
 - Review with Landscaper improvements needed to improve the appearance of the lawns (too many bare spots/weeds) and provide quotes for 2020 budget – To be completed by end of May
 - Review with Landscaper option to improve drainage issues in back of Bldgs. # 7 and 8 and provide quotes for 2020 budget – To be completed by end of May
 - Landscape Committee to review 2020 plan and provide cost estimated for Budget purposes – To be completed July
 - Board to approve 2020 Landscape Plan – To be scheduled Nov/Dec
5. MANAGEMENT REPORT - LouAnn

Dryer vents: If you are installing or have a washer and dryer in your unit your dryer must be vented to the outside. It cannot be vented through the roof or into the ceiling. The Scottsdale Fire code does not allow a dryer to be vented that way. In the event of fire in your unit your loss will not be covered by Winfield Place insurance if the cause is determined to be an improperly installed vent. For any questions, please call the office.

WINFIELD PLACE HOMEOWNERS ASSOCIATION

Board Meeting

March 19, 2019 4:00pm

Remodeling your unit: If you are remodeling your unit you must complete an architectural change request form. This form is available on the website www.winfieldplacehoa.com. No construction material can be placed in Winfield Place trash containers.

Water leaks – Please do not leave your unit with your dishwasher or washer running. In February we had an owner that left their unit with the washer running and it leaked causing damage to the unit below.

Trash and recycle: . No plastic bags are allowed in the recycle containers. If you bring your recycle material in a plastic bag empty the contents into the recycle container and place the plastic bag in the trash containers. Only clean cardboard is allowed. No pizza boxes. If a recycle container has dirty cardboard or plastic bags Waste Management will fine Winfield Place \$40 per contaminated container. Switching to Waste Management is saving Winfield Place \$350 per month. This savings will be quickly lost if we incur many Waste Management charges of \$40 per contaminated container. If owners/tenants do not abide by the recycle rules the recycle containers will be removed.

A light was installed above the east laundry room door on Feb 20 2019

Short Term Rentals – Rentals must be 31 days or longer. The first offense is a \$200 per day fine for each day the unit is rented for less than 31 days and a second offense is \$250 per day. The board is monitoring for owners that are renting their unit for less than 31 days and they are being fined. You now are required to register your tenant with the Winfield Place office. The registration form is included in the minutes and is available on the Winfield Place HOA website www/winfieldplacehoa.com. You must complete a Tenant Registration form each time you change tenants in your unit.

Roof – On April 15 we will start redoing roofs on buildings 3, 8 11 and 14. Each building will take approximately one week. Work should be completed around May 15. Air conditioners will be lifted and new redwood 4 X 4 sleepers will be installed under your ac unit. Please check to make sure you AC is working once we complete the work on your building. Notices will be placed at your front door when work will begin. You will need to move your cars to an uncovered parking area. If you are not here during this time period make sure the office knows how to locate your car keys. On April 15 we will start on building 8, then 3, 11 and 14.

Laundry rooms: Effective January 23, 2019 the East, West and North laundry rooms are locked 24/7. You will need an access code to use these laundry rooms. Laundry room hours are: 7:00am – 9:00pm and the codes will only work during these hours. To obtain an access code from the office owners must bring their drivers license or provide identification. Tenants must bring a copy of their lease and their drivers license. Do not share your access code or open the laundry room door for anyone. Do not prop open the laundry room door. The clubhouse laundry room will be open from 7:00am – 11:00pm and cannot be accessed any other time. You do not need an access code for the clubhouse laundry.

Due to laundry room vandalism and expensive repairs in our laundry rooms more cameras have been added to the inside and exterior of the clubhouse. We also have a camera in clubhouse laundry room. There are no cameras in the east, west or north laundry rooms. Cameras are monitored by

WINFIELD PLACE HOMEOWNERS ASSOCIATION

Board Meeting

March 19, 2019 4:00pm

WP manager and a security company if we need assistance. No one else can access the cameras without board approval.

Monsoon storm damage on August 12, 2018 – The only repairs left from the storm are roof and balcony repairs on building 14 unit 222B. This is scheduled to start on April 1, 2019.

Changes to signage – Current signs in the uncovered parking reads “Warning: Parking by Permit Only.” A motion was made and seconded to have the sign read “No Overnight Parking without a Permit”

Office hours are 9:00am – Noon and 1:00pm – 4:00pm on week days. The office is not open on weekends or holidays. Do not wait for a board meeting to report issues or ask questions.

If you see an issue or problem or if you have a question please call the office at 480-946-7965 or call LouAnn’s cell at 602-809-4491. You can also email LouAnn at louann@wpcaz.com or email the office at winfieldoffice@gmail.com.

6. TREASURER’S REPORT – Mike O’Connor

Financial report a of February 28, 2019: We have \$602,258 on hand, with \$259,000 in the operating account and \$343,000 in capital reserves. We fully fund our capital reserves in January from the prepaid dues we receive. We had 64 per cent of our owners that prepaid their yearly dues. That’s 158 owners for a total of \$434,000. The first two months our income was \$489,000 and our budget was \$482,000. We are \$7,000 ahead of income. In expenses we spent \$91,000 and our budget is \$94,600. Between the two we have an operating profit \$398,000 that’s \$10,000 over budget. The only operating area we are substantially over budget is building maintenance by \$2,700 and the annual budget is \$57,000. We will easily be able to catch up in this area in the coming months.

On the storm damage on August 12, 2018 we had claims of \$46,800 and we have received payments of \$44,600. We have recovered all but \$2,200.

Master insurance policy is renewed in April. We are renewing with Philadelphia our current carrier. Our premium will be \$39,500, we budget \$40,400. That’s an increase of \$1,300 over last year or about 3 1/2% percent.

Capital reserves: We will end 2018 with \$200,000 in reserves. We added \$144,000 from prepaid dues plus \$3,000 we borrowed from storm damage payments. As of March 1 we have a reserves balance of \$348,000.

Capital reserve budget for 2019 consists of three items. The first item - \$250,000 to redo the roofs on buildings 3 8, 11 and 14. They consist of 68 units at \$3,700 per unit which comes out to about \$5.50/ sq ft. Item 2: \$10,000 for security cameras. We have spent \$4,800 on cameras. The board has not authorized any more cameras so we are under budget. Item 3: \$12,000 to automate the watering of the trees through the perf pies that were installed last year. We are going to spend \$272,000 in 2019 and we will end up with a balance of \$76,000 in reserves. .

We will start 2020, with \$76,000 in reserves and we will add \$140,000 from dues (that assumes our operating expenses stays the same). That gives us a reserves balance of \$216,000. We have four

WINFIELD PLACE HOMEOWNERS ASSOCIATION

Board Meeting

March 19, 2019 4:00pm

more roofs to do, 1, 2, 4 and 7 consisting of 56 units. Our roofing consultant Wayne King will evaluate those roofs in April and determine if we can wait until 2021 to do the last four roofs.

7. OLD BUSINESS –

Parking spot numbers – Gerard Winkle

The cost to re-number the parking spot would be around \$6,000. The board has determined that this project will be tabled at this time.

Key cabinets - Richard Lindner

New “condo key storage” lock boxes have been installed in the office to provide security for the owner’s condo keys. A check out procedure has been developed to release an owner’s key. The only keys kept in the new lock key boxes will be the key to the front and screen door. Additional keys must be kept in the owners units. To release a key an owner must notify the office by calling, emailing, fax or by mail. The office key must be returned the same day. If someone needs an owners key for a longer period they need to use the extra keys kept in the owners unit. Each owner is responsible for checking to ensure the office has the correct keys to their unit.

Fences – Ray Krukowski

During past Homeowner meetings several people voiced their concern regarding strangers entering our complex. During the Homeowners portion of the meeting several suggestions were mentioned such as gating the entire complex or erecting a fence along the east side of the property by the canal. Gerard Winkle and Ray Krukowski investigated several options to address these situations.

- Gating the entire complex was not feasible due to right of way for the city at the north end of the complex, because of the alley. In addition, gating for vehicles would have to be well within the driveways as to not interfere with traffic on Chaparral Road.
- Erecting a fence along the length of the east side, adjacent to the canal would not be feasible, again due to right of way at the very end of the property and next to the wall from the private residences on the other side.
- Gerard, Ray, and Richard Lindner visited another complex, which had a similar problem, to see what they did to correct this problem. They erecting fencing within their complex to secure access to most of the common area. Parking and access to some units were not fenced.
- We received quotes from two different fencing contractors. The cost for fencing, gates, posts, and security locks would be approximately \$45,000 to \$50,000. Due to the way our complex is laid out, buildings and parking areas, this would only secure about two-thirds of the common area, the pools and parts of the common areas. Based on the cost and the limited amount of area to be secured, this option is not being pursued further.

Lamp post – Dolores

We have 60 lamps and the approximate cost to replace them would be \$4,800. Dolores recommends we put this project on hold until we work on a painting project so we can buy something that compliments the new color.

8. NEW BUSINESS

WINFIELD PLACE HOMEOWNERS ASSOCIATION

Board Meeting

March 19, 2019 4:00pm

Signs added to property – Ray Krukowski,

As security of the complex has been an issue of concern with several homeowners a review of various signs was evaluated.

- “No Trespassing” signs have been posted at all entry points within the complex. This includes driveway and walkways between buildings. This is similar to signage found in several complexes near ours, which are not gated communities. The purpose is not necessarily preventive as much as it is from a law enforcement and legal point.
- “Video Surveillance” signs have been posted. Similar to the “No Trespassing” signs these are to provide notice there should be no expectation of privacy. This would only be in the case for anyone who would be found to damage association property, illegal use of property, or cause harm to any individual, in common areas where video cameras have been installed. If necessary, further review of the signage placement can be conducted to determine if locations, or removal, of any individual signs should be made

Short term fine policy change: LouAnn Wipperfurth

Winfield Place attorney Lynn Krupnik recommends we remove the following sentence in the short term fine policy “Continuing Violations – amount being charged as rent or minimum of \$200 fine per day”. The Subsequent Notices” line, is sufficient. A motion was made, seconded and passed to make this change to the fine policy.

The revised Short Term Fine Policy:

- C. Violation of minimum 31-day lease term for rental or not to a single family
 - o No Courtesy Notice provided
 - o First Violation Notice – amount being charged as rent, or a minimum of a \$200 fine per day
 - o Second Violation Notice – amount being charged as rent, or minimum of a \$250 fine per day
 - o Third and Subsequent Notices – amount being charged as rent, or minimum of a \$300 fine per day

Violations of complex rule other than those shown above will be enforced through verbal instructions and/or courtesy notices to ensure that the violators are aware of the proper published rules and regulations and their responsibility to follow them.

Next board meeting is October 22, 2019

Annual meeting is Nov 12, 2019

9. ADJOURNMENT at 4:44pm

10. HOMEOWNERS FORUM

- How does a 31 day rental policy work when you have some months with 28 and 30 days? If you rent your unit for February or any 30 day month you are compliance. The board allows one lease per

WINFIELD PLACE HOMEOWNERS ASSOCIATION

Board Meeting

March 19, 2019 4:00pm

30 day period. It does not need to be a calendar month. We just do not want multiple leases in a 30 – 31 period

- How are we going to collect the fines? A letter is sent to the owner of the notice of the fine. An owner has a right to a hearing. If the owner does not pay a board imposed fine it stays on the owners account and is collected at the time the unit is sold.
- I have seen the new key boxes in the office and everyone should take a look at them. It's a great improvement
- How do you catch someone that is doing short term rentals? LouAnn response - If I see an ad on Arbnb or other sites and if someone tells me. I need your help in policing this. I send a letter and email to the owner in validation along with a copy of the June 22, 2106 letter from our attorney stating our CC&R prohibits short term rentals.
- To many signs on property
- It difficult to open the laundry room door for someone with has arthritis and asked if something can be done.
- Ask that owners that leave for the summer to bring in their patio furniture.
- Feel the property is very well managed.
- Appreciate the new speaker system. It makes it much easier to hear.
- Have you consider putting lock on the pool? Gerard we are looking into that.
- During your budget meeting please give consideration of the value of the patrol service
- Would like the black marks on the sidewalk being removed. They get slippery when it rains or when the sprinkler hits the sidewalks.
- Would like to see the pools locked.

Gerard closed by saying that LouAnn has been managing Winfield Place for 10 years now. There is cake in the back to celebrate all of her efforts.

Homeowners attending -

237B Mike O'Connor, 231A Shirley Burkard, 131B/154B Gerard and Bev Winkle, 118A Linda & Richard Lindner, 103A Iris Feinstein, 155B Brian & Barbara Parton, 213A Dolores Birach, 13B Ron & Marge Denofreo, 157A Chuck & Judy Little, 123B Irene Kadry, 134B Judy Byram, 117B Gary Linda Chmyr, 210A VanButtler, 234A Susan & John Cook, 131A R Sylvia Harding, 140B Palma Whatcott, 121A Ruth Huth, uhonda Johnson, 107A Mary Krukowski, Bill Pominville, 232B Bill Johnson, 231B Jan Muse, 257A Bruce Bell, Kaea bell, Louise Clozza 263B Omar Flongs 211 xxx Huth, 118B Jack Armstorg, 161B Dee Lauinger 117A Ron & Sara Sanders 147B Shirl Foien 121A June Huth