

Catalina Pueblo Association
Board of Directors Meeting: December 7, 2020
Zoom Meeting

Present:

Board Members: Jean Paine, Frank Bangs, Pat Weigand, Joey Barbee, Mike Wattis, Warren Edminster and Connie Church

The meeting was conducted via Zoom as a COVID-19 precaution.

Jean called the meeting to order at 2:07.

Warren moved to approve the November 2020 board meeting minutes. Frank seconded the motion. The minutes were unanimously approved as submitted.

Pat Weigand: Treasurer

Pat reviewed the November 2020 financial reports. The budget to actual report will be posted in the January newsletter.

Frank Bangs: Vice President

Frank reported that recent activity has been reported on the Skyline/Posada lot. He will continue to monitor and report back.

Connie Church: Secretary

The Annual Meeting Packets will be ready to email (and mail to non-email user owners) in mid-December.

Mike Wattis, Chair Pools Committee

Mike reported that the Adelita Spa heater has broken down again. After consultation with pool service experts, it was determined that replacement is the best option. Warren moved to authorize Mike to spend up to \$5,500 to purchase the heater best suited to our needs. Frank seconded the motion; the vote was unanimous.

The shower at Adelita continues to back-up because of tree roots plugging the underground pipes. Mike recommends scheduling quarterly Rotor-Rooter work. This service should solve the ongoing problem and the cost can be covered in the existing pool maintenance budget.

The first estimate to repaint the Caballo Ramada was \$1400. He will get other, hopefully less expensive, bids and will try to schedule the work before the end of the year.

Joey Barbee, Chair Landscape Committee

The Fall WalkThrough of the Red Quadrant was held as planned the week of November 16. The team was encouraged with what seems to be a positive trend of homeowner care and attention to both the front areas and behind the patio walls. At least that was true in the homes of the Red Quadrant.

Fewer notices than usual were required and these have now been sent. These homeowners are asked to have the requested work done in 45 days.

The Pyracantha trimming and planting on the PathWay side of the Caballo pool is complete for now. Significantly more trimming there is planned for sometime in the Spring. The replacing and renewing of some plants at the Adelita pool area may still happen this year.

Marti Greason, 2595 E. Avenida de Maria, has requested an improvement in her front yard of adding a pattern of flat work and small stones. This request was sent to Landscape Committee members and their approval has been given. The Board's approval is requested. Pat moved to approve the request as submitted. Frank seconded the motion. The vote was unanimous.

Warren Edminster, Chair Architectural Committee

The Architectural Committee has not received any requests since the last board meeting. Warren thanked Jeannie Wager for writing letters following the Fall WalkThrough.

New Business

- Policy & Procedure of Evaluating Assets, Liabilities & Equity of CPA
- Reserve Study & Strategic Planning Committee report

After review and discussion of these documents; Pat moved to formally adopt the Policy & Procedure document and its guiding principle for use in future planning. Connie seconded; the vote was unanimous. Warren moved to approve the Reserve Study Committee report as submitted. Frank seconded the motion; the vote was unanimous. It was agreed that the HOA assets spreadsheets submitted by the committee would be reviewed and updated annually. Pat will write a committee report for the February newsletter.

New Business

Warren reported that the Nomination Committee asked Milo Meacham to run for the Board of Directors in the capacity of Architectural Committee Chair. He happily reported that Milo accepted the invitation.

There was no further business. Mike moved to adjourn at 3:05. The motion was unanimously passed.

Next board meeting: Tuesday, January 12 at 1:30.

Catalina Pueblo Association

Policy and Procedure on Evaluating Assets, Liabilities, and Equity of CPA

Policy

The Catalina Pueblo Association (CPA) Board Officers and Committee Chairs are required to evaluate assets, liabilities, and equity of CPA every five (5) years, or as deemed necessary by the Board.

Procedure

1. CPA requires that Board Officers and Committee Chairs commission a formal Reserve Study with a reliable entity on a regular basis.
2. A Reserve Study Committee will be formed by the Board to review the Reserve Study and to outline a Strategic Plan based on the findings, with timeframes for accomplishment.
3. The Committee will present its recommendations to the Full Board for review and approval

Report from The Reserve Study and Strategic Planning Committee

11.24.2020

Committee Members: Joey Barbee (Landscape Committee Chair)
Bill Ridlinghafer (Former Landscape Committee Chair)
Mike Wattis (Pools Committee Chair)
Pat Weigand (Treasurer), Chair of this Committee

Purpose of the Committee:

The Committee was formed by the Catalina Pueblo HOA Board to review the Reserve Study (2014) and to outline a Strategic Plan based on the findings.

Process:

1. The Committee Members reviewed the document to ascertain which components have been addressed and which are pending.
2. Since this Study was performed in June of 2014 (6 years ago), the group of components requiring attention are those with a "Rem. Useful Life (yrs.)" of 0-5 years. The goal is to determine whether any of these issues were already addressed.
3. It is recognized that the bulk of the HOA assets are associated with the pools infrastructure, necessitating considerable input from the Pools Chair, Mike Wattis. Mike completed and distributed information on items completed.
4. After these determinations were made, The Reserve Study Committee Chair assembled the undone items from these years into an overall spreadsheet, with separate tabs for years 0-5. See attached.
5. The Committee also discussed when a new Reserve Study should be initiated. The Committee will present its recommendations to the Full Board for review and approval.

Recommendations:

1. The Committee calls attention to the heavy costs associated with Year 0 (2020); these costs are primarily associated with Roads. Because of this major expense, we feel that this topic should be returned to the Board for discussion. Concern was expressed about the possible need for a financial assessment or a dues increase to fund this initiative.
2. The Committee believes that the Board should formally discuss the fate of Caballo pool.
3. It was determined that there was no immediate need for a new study to be conducted.
4. The Committee recommends that a formal policy be approved by the Board, documenting its fiscal responsibility and commitment to evaluate assets, liabilities, and equity of CPA every five (5) years, or as deemed necessary by the Board. A proposed Policy is attached.
5. It was further determined that the Reserve Study can currently function as a Strategic Plan.

Reserve Study of 2014		Updated 2020				
	Useful Life	Remaining Useful life as of 2020	Cost Estimate in 2014	Cost Estimate: Items w/0 Useful Life	Install Date per M. Wattis	Note from M. Wattis
Grounds						
201 Asphalt - Repave	40	0	170,000	170,000		
202 Asphalt - Chip Seal 8	8	0	39,000	39,000		
250 Street Signs - Replace	50	9	9,000			
320 Pole Lights - Replace	40	4	13,000			
701 Monument - Refurbish	25	0	2,100	2,100		
703 Signs - Replace	15	0	1,000	1,000		
1105 Adobe Walls - Seal/Repair	4	na				*See Pools; cost estimate (\$6000) divided equally among pools
1109 Metal Surfaces - Repaint	5	na				*See Pools; cost estimate (\$1600) divided equally among pools
SUBTOTAL			234,100	212,100		
Caballo Pool						
503 Metal Fence - Replace	30	2	3,600		2018	Annual mainenance schedule; repair & install reverse swings of iron gates
1105 Adobe Walls - Seal/Repair	4	0	2,000	2,000		*See Grounds
1109 Metal Surfaces - Repaint	5	0	535	535		*See Grounds
1117 Pool Building - Repaint/Repair	5	0	1,500	1,500		
1200 Pool Deck - Resurface	16	2	10,500			
1201 Pool Deck - Seal/Repair	4	1	3,000		12/14/2017	Remove damaged deck; pressure wash; apply 2 coats of sealer
1202 Pool - Resurface	10	0	8,000	8,000		
1204 Pool Furniture - Partial Replace	4	2	1,100			
1220 Pool Filter - Replace	15	1	1,350		7/14/2010	Installed new backflow
1224 Pool Pump - Replace	10	9	1,000		6/1/2019	Installed new pump/motor; 3 yr warranty
1229 Solar System - Replace	20	8	5,800		4/9/2007	New solar system installed 15-25 yr life
1250 Restroom/Shower - Remodel	20	13	2,750		5/10/2013	Replace shower/plumbing-complete redo
1303 Asphalt Shingle Roof - Replace	25	12	2,500		3/8/2007	Re-roof: new 25 yr shingles
SUBTOTAL			43,635	12035		

	Useful Life	Remaining Useful life as of 2020	Cost Estimate in 2014	Cost Estimate: Items w/0 Useful Life	Install Date per M. Wattis	Note from M. Wattis
Minera Pool						
503 Metal Fence - Replace	30	2	6,500		2018	Annual mainenance schedule; repair & install reverse swings of iron gates
1105 Adobe Walls - Seal/Repair	4	0	2,000	2,000		*See Grounds
1109 Metal Surfaces - Repaint	5	0	535	535		*See Grounds
1117 Pool Building - Repaint/Repair	5	0	1,000	1,000		
1200 Pool Deck - Resurface	16	0	6,800	6,800		
1201 Pool Deck - Seal/Repair	4	1	2,000		1/2015	pressure wash; apply 2 coats of sealer
1202 Pool - Resurface	10	0	8,000	8,000		
1204 Pool Furniture - Replace	4	0	2,000	2,000		
1220 Pool Filter - Replace	15	5	1,350		7/9/2010	Replace backflow prevented
1222 Pool Heater - Replace	10	4	6,400		5/13/2012	Install new heat pump; 10 yr warranty
1224 Pool Pump - Replace	10	8	1,000		10/18/2018	Replace pump
1250 Restroom/Shower - Remodel	20	10	3,500			
1304 Tile Roof - Refurbish	30	19	1,500		12/14/2009	Replace pool ramada roof
SUBTOTAL			42,585	20335		
Total			380,255	249,505		