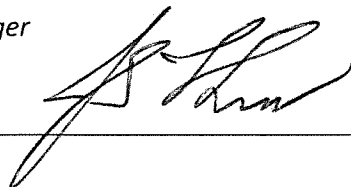


**Mohawk Homeowners Association
Annual Meeting Minutes
February 13, 2019
Glendale Foothills Recreation and Aquatic Center**

In attendance: Jack Thomas, Brenda Zambelli, Susan Lauretti
From Kinney Management Services; Bill Collier
Absent: John Cassin

- I. Mr. Thomas called the meeting to order at 6:30pm.
- II. The resignation of Board Member John Hamlet was accepted by the board prior to the meeting. 30 members were represented by absentee ballot and 3 members in person establishing quorum in order to hold the meeting and conduct business. Mr. Thomas introduced the Board of Directors to the members in attendance.
- III. The minutes from the annual meeting date January 13, 2018 were discussed. A motion was made by Mrs. Zambelli and seconded by Mr. Lauretti to approve the Annual Meeting Minutes dated January 13, 2018 subject to corrections presented by Mr. Thomas, as true and accurate. Mr. Collier will make the corrections and redistribute to the board as corrected. The motion was discussed and approved by unanimous vote.
- IV. The Annual Financial Statements were noted as received and Mr. Thomas will review and comment on in detail in the following open board meeting.
- V. Mr. Thomas opened the floor to nominations. Mr. Hamlet had previously resigned so a position was open for nominations. Mr. Thomas, on behalf of Mr. Cassin, nominated Tony Iannaccone, a longtime resident of the community for the position. Mr. Thomas was already on the absentee ballot to run for election. There being no further nominations from the floor, the nominations were closed. The three members in attendance then turned in their ballots.
- VI. Election Results – Absentee ballots cast were 29 for Mr. Thomas and 3 ballots cast at the meeting were for Mr. Thomas and Mr. Iannaccone. Both members were elected for a three year term.
- VII. Open discussion was started by a member to review past conditions of a rental house which have since been mostly corrected. Mr. Collier was alerted to things to look for on his inspections in the community going forward.
- VIII. Adjournment
Motion was made by Mrs. Zambelli and seconded by Mrs. Lauretti to adjourn the meeting at 7:02pm. The motion was discussed and approved by unanimous vote.

Respectfully Submitted By:
Bill Collier, Community Manager
Kinney Management Services



12/4/19

Mohawk Homeowners Association

Open Session Minutes - Page 2

Wednesday, September 11, 2019

VII. New Business

- a. **Bid review for Landscaping** – Mr. Thomas updated the board that Ms. Lauretti has indicated the Landscape Committee is finalizing their work in preparation for a review by the board. The Board needs to meet to review and discuss the bids. A follow-up meeting will be scheduled for final board review and selection of the Landscape Vendor.

- b. **2020 Draft Budget review and approve** – The Board tabled this item for the next meeting. It was noted that the need for a continuance is due to the discovery of additional cost impacts to the budget that may occur in 2020, recognizing the State Legislature has enacted a new law requiring HOA's to provide Monthly Statements to all homeowners. Given limited understanding of cost impact and two board members not present for this meeting further warranted this delay.

- c. **Accept the resignation of board member** – the Board President received a letter from Board Member Brenda Zambelli that she needed to step down from the board effective September 12, 2019. The board reluctantly accepted the resignation and Mr. Thomas asked Board Members to begin looking for any interest from the community in filling Ms. Zambelli's position. Ms. Koverman will post the vacancy and need for a new board member on the website. The Board will be honoring Ms. Zambelli for her service at the December 4 Meeting.

VIII. Committee Reports

- a. **Landscaping Committee - Ms. Lauretti, Chairperson was absent** – Comment made by Ms. Koverman: The Park will not be over seeded this year as well as no other areas.

- b. **Architectural Committee - Ms. Lauretti, Chairperson was absent, no report.**

IX. Open Discussion - Topics discussed included:

- New letter/statement/collections laws enacted by the state. Discussion was tabled for next meeting.
- Update on newsletter. None at this time.
- Next meeting date is December 4, 2019.
- Change 2020 meeting dates to Tuesdays.
- Take needed action on dead trees behind Albertsons property. Contact property manager and Glendale code compliance.
- Contact City of Glendale about a free inspection for water lines on property. Answered, the city will only inspect their lines up to the water meter if there is any sign of a leak or unusual meter reading.

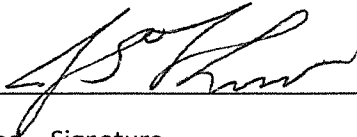
Mohawk Homeowners Association

Open Session Minutes - Page 3

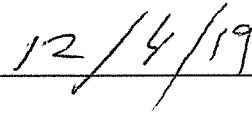
Wednesday, September 11, 2019

X. **Adjournment**

There being no further business before the Board of Directors, Mr. Thomas moved to adjourn the meeting at 7:30 PM; seconded by Ms. Zambelli . The motion unanimously carried.



Approved – Signature



Date

Respectfully Submitted By:
Bill Collier for Meredith Koverman, CMCA®
Kinney Management Services

Mohawk Homeowners Association
Open Session Minutes
Wednesday, September 11, 2019
Foothills Recreation and Aquatic Center
Squirrel Room

Board Members Present: Jack Thomas, Tony Iannaccone, Brenda Zambelli

Absent: John Cassin, Susan Laretti

Management Present: Meredith Koverman, CMCA®

I. Call to Order:

The meeting was called to order at 6:30 pm. This meeting was properly noticed and a quorum was present.

II. Review letter presented by Mr. Thomas

III. Review of Meeting Minutes

The minutes from the May 22, 2019 Open Meeting were discussed. Ms. Zambelli moved to accept the open session minutes as true and correct; seconded by Mr. Iannaccone. The motion unanimously carried.

IV. Review of May through August 2019 Financial Reports

The financial reports for May 2019 through August 2019 were reviewed and discussed. Mr. Thomas moved to accept the reports as written; seconded by Ms. Zambelli. The motion unanimously carried.

V. Invoices to Approve

a. Approve storm damage Invoice - Motion made by Ms. Zambelli, seconded by Mr. Iannaccone to approve the tree stump removal not to exceed \$750.00 pending approval by Ms. Laretti who was unable to attend this evenings meeting. This motion includes having corrections made to the invoice to remove the sales tax shown. The motion unanimously carried.

VI. Old Business

- a. **Park Renovation Project** – This project has been on hold through most of 2019 given limited resources and the loss of the Chair. Efforts will be made in early 2020 to establish a new Chair and bring the Park Committee back together to continue forward. Further discussion will be held at the December 4 meeting.
- b. **Wall Damage Invoices** – RCR, LLC invoice for wall repair \$2,463.43 and Somerset invoice for landscape repair for \$2,712.12 had been approved and paid from the insurance proceeds. A follow up inspection of the painting needs to be made and corrections scheduled.
- c. **Somerset Palm Tree Trimming** – Comment was made that palm trees need trimming. Kinney will follow up. Update: large palm trees have been trimmed and small ones were trimmed in November.

**Mohawk Homeowners Association
Open Session Minutes
Wednesday, September 19, 2018**

**Foothills Recreation and Aquatic Center
Grecko Room**

Board Members Present: Jack Thomas, John Hamlet, Brenda Zambelli, Susan Lauretti, John Cassin

Management Present: Deborah Hyrb

1 Homeowner Present

I. Call to Order:

The meeting was called to order at 6:30pm. This meeting was properly noticed and a quorum present.

II. Review of Meeting Minutes

The minutes from the May 2, 2018 Open Meeting were discussed. A motion was made by Mr. Hamlet and seconded by Mrs. Zambelli to approve the minutes. The motion was discussed and passed with a unanimous vote.

III. Ratify Board Action

A motion was made by Mrs. Zambelli and seconded by Mrs. Lauretti to ratify trimming of the palm trees in the sum of \$490 plus tax by Somerset Landscape Maintenance and May 2018 Tree & Plant Replacements in the sum of \$2,811.00. The motion was discussed approved with a unanimous vote.

IV. Review of April through July 2018 Financial Reports

The financial reports for April, May, June and July were reviewed and discussed. A motion was made by Mr. Thomas and seconded by Mr. Hamlet to approve the financial reports pending any further revelations prepared by Kinney Management Services. The motion was discussed approved with a unanimous vote.

V. Park Renovation Project

The Board reviewed the preliminary estimate from Somerset Landscape Maintenance:

- Landscape Removals & Additions \$35,542.23
- Pavers, Concrete & Borders \$130,607.93
- Excavation/Removal \$7,204.60
- Signage \$7,025.64

After a lengthy discussion, the Board directed the Park Committee, Somerset and Management meet to address discrepancies (concrete), obtain measurements for phased approach bidding.

Chairman, Mr. Hamlet reviewed the Committee's objectives:

- Refresh park using multi-phased approach
- Expand utilization of area
- Removal of deteriorating playgroup equipment and benches
- Addition of new features including, but not limited to lighting, shade, signage

VI. New Business

2017 CPA Compilation Report

A motion was made by Mrs. Zambelli and seconded by Mr. Cassin to accept the compilation. The motion was discussed and approved with a unanimous vote.

The Board directed Kinney Management Services request proposals to conduct an opinion audit of the association's 2018 financial recorded for Board consideration.

2019 Assessment Rate Increase

A discussion was held regarding the needs for an Assessment Rate Increase for 2019. Kinney Management provided information indicating a minimum allowed increase would be warranted recognizing the increased water rates that the City is considering along with the growing operating expenses for Landscape Services. A motion was made by Mrs. Zambelli and seconded by Mr. Hamlet to increase the Assessment in 2019 by five percent (5%) from \$42.00 per month per lot to \$44.10 per month per lot. The motion was discussed and approved by the board with one dissenting vote from Mr. Cassin. Mr. Cassin made a second motion to round the new Assessment rate to \$44. per month versus \$44.10 per month. The motion was discussed and approved with a unanimous vote.

2019 Operating Budget Approval

Kinney Management Services presented a draft for Board review. The budget reflects a 5% assessment increase, 2% delinquency, and 5% water increase and no funding of reserves in 2019. A motion was made by Mrs. Zambelli and seconded by Mr. Hamlet to approve the Budget as presented. The motion was discussed and approved with a unanimous vote.

2019 Annual Meeting Date

A motion was made by Mrs. Zambelli and seconded by Mr. Hamlet to hold the 2019 Annual Meeting on Saturday, February 9, 2019 at 10:00am at Foothills Recreation & Aquatic Center. The motion was discussed and approved with a unanimous vote.

VII. Landscaping

A. Committee Reports

Mrs. Lauretti, Chairperson

- Common Area Landscape Walkabout to be scheduled in October
- Trimming of plants/trees on Mohawk
- Revised Irrigation Schedule based on 2018 actuals
- Supervising Staff of Somerset Landscaping

Over-seeding in 2018

Somerset provided a bid to over-seed by area. However, they recommended for the health of the Bermuda Grass (summer grass), to skip over seeding some years to give the Bermuda Grass and root system a chance to recover and rebuild. A motion was made by Mr. Hamlet and seconded by Mrs. Lauretti not to over-seed with Rye this fall/winter. The motion was discussed and approved with a unanimous vote.

Notice to be mailed to all Members.

VIII.

Open Discussion

Topics discussed included:

- None

IX.

Adjournment

Motion by Mr. Hamlet, second by Mrs. Zambelli to adjourn the meeting at 8:22pm. The motion was discussed and approved by unanimous vote.

Respectfully Submitted By:
Deborah Hryb, Recording Secretary
Kinney Management Services

MOHAWK HOMEOWNERS ASSOCIATION

Open Session Minutes Wednesday, December 4, 2019

A meeting of the Board of Directors for the Mohawk Homeowners Association was held on Wednesday, December 4, 2019 at the Foothills Recreation and Aquatic Center located at 5600 W. Union Hills Drive, Glendale, Arizona 85308. After establishing quorum, the Meeting was called to order at 6:30 PM.

Board Members Present: Jack Thomas, Tony Iannaccone, John Cassin, and Susan Lauretti

Management Company Representative: Christine Veselik, CAAM®

I. Call to Order:

The meeting was called to order at 6:31 pm. This meeting was properly noticed and a quorum was present.

II. Meeting Minutes

The minutes for the September 11, 2019 Open Meeting were reviewed. Mr. Cassin moved to accept the open session minutes as true and correct; Motion seconded by Ms. Lauretti. There being no further discussion, Motion unanimously carried.

III. Financial Reports for the periods ending September 30 and October 31, 2019

The financial reports for the periods ending September 30 and October 31, 2019 were reviewed and discussed.

IV. Invoices to Approve

- a. Motion by Mr. Cassin to approve the American Family Insurance Policy Renewal for the period 12/05/19 to 12/05/2020 in the amount of \$1,152.00; Motion seconded by Ms. Lauretti. There being no further discussion, Motion unanimously carried.
- b. Motion by Mr. Cassin to approve the Quality Backflow inspection invoice No. M048 B in the amount of \$276.77; Motion seconded by Ms. Lauretti. There being no further discussion, Motion unanimously carried.
- c. Motion by Ms. Lauretti to approve the KMS December invoice in the amount of \$4,460.00; Motion seconded by Mr. Cassin. There being no further discussion, Motion unanimously carried.

V. Old Business

- a. **Landscape company interviews and updated bids.** Motion by Ms. Lauretti to table further discussion of this project until the February Board Meeting; Motion seconded by Mr. Cassin. There being no further discussion, Motion unanimously carried.
- b. **202 Budget Approval.** Motion by Ms. Lauretti to approve the 2020 Budget as presented; Motion seconded by Mr. Iannaccone. There being no further discussion, Motion unanimously carried.
- c. **2018 Opinion Audit Draft and Letter of Engagement.** Motion by Ms. Lauretti to table further discussion of this project until the February Board Meeting; Motion seconded by Mr. Cassin. There being no further discussion, Motion unanimously carried.
- d. **Wall Damage Repair – Lot 1.** Research on this matter has reached its conclusion. No further repairs will be completed by the original contractor.

VI. New Business

- a. **Roof Rats.** Discussion was held regarding roof rat sightings in the neighborhood.

VII. Open Discussion - Topics discussed included:

- Dog Waste pick up service
- Board to monitor budget for funds that can be moved to Reserve at the end of the year
- Park improvements and playground area changes
- Confirmation that 2020 meetings will be moved to Tuesdays
- Potential Newsletter
- Annual Meeting Call for Candidates

X. Adjournment

There being no further business before the Board of Directors, Ms. Lauretti moved to adjourn the meeting; Motion seconded by Mr. Cassin. There being no further discussion, President Thomas adjourned the meeting at 7:56 PM.

Approved – Signature

Date

Respectfully Submitted by:
Christine Veselik, , CAAM®
Acting Recording Secretary
On behalf of the Mohawk Homeowners Association
Board of Directors

- a. **Landscape company interviews and updated bids.** Motion by Ms. Lauretti to table further discussion of this project until the February Board Meeting; Motion seconded by Mr. Cassin. There being no further discussion, Motion unanimously carried.
- b. **2020 Budget Approval.** Motion by Ms. Lauretti to approve the 2020 Budget as presented; Motion seconded by Mr. Iannaccone. There being no further discussion, Motion unanimously carried.
- c. **2018 Opinion Audit Draft and Letter of Engagement.** Motion by Ms. Lauretti to table further discussion of this project until the February Board Meeting; Motion seconded by Mr. Cassin. There being no further discussion, Motion unanimously carried.
- d. **Wall Damage Repair – Lot 1.** Research on this matter has reached its conclusion. No further repairs will be completed by the original contractor.

VI. New Business

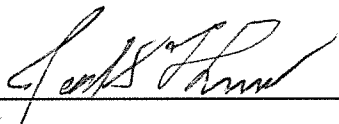
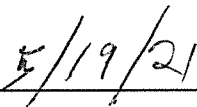
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- Board to monitor budget for funds that can be moved to Reserve at the end of the year
- Park improvements and playground area changes
- Confirmation that 2020 meetings will be moved to Tuesdays
- Potential Newsletter
- Annual Meeting Call for Candidates

X. Adjournment

There being no further business before the Board of Directors, Ms. Lauretti moved to adjourn the meeting; Motion seconded by Mr. Cassin. There being no further discussion, President Thomas adjourned the meeting at 7:56 PM.

Approved – Signature  Date 

Respectfully Submitted by:
Christine Veselik, , CAAM®
Acting Recording Secretary
On behalf of the Mohawk Homeowners Association
Board of Directors