



**MARLEY PARK COMMUNITY ASSOCIATION INC.
MINUTES OF TRANSITION COMMITTEE MEETING
August 9, 2018**

Following are the Minutes of the August 9, 2018 meeting of the Transition Committee. The Committee met at the Heritage Club located at 15210 W. Sweetwater Avenue, Surprise, Arizona 85379.

Committee Members Present:

- Lance Miyatovich, Vice Chair
- Jacob Abramson
- Bill Adams
- Matt Keating
- Mark McCall
- Karen Smith

Committee Members Absent:

- Donna Bronski, Chair
- Robin McDaniel
- Neal Nassano

Staff Present:

- Tabatha Long
- Rebecca Zieber
- Catherine Pruszinski

Others in Attendance:

- MPCA Board Member Valerie Jackson and 1 resident

I. Call to Order

Vice Chair Lance Miyatovich called the meeting of MPCA Transition Committee to order at 6:03p.m. A quorum was established.

II. Secretary's Report

Mark McCall presented the minutes of the July 26, 2018 meeting. The committee also received the minutes prior to the meeting via email. Matt Keating moved to approve the minutes, seconded by Bill Adams. The motion passed unanimously.

III. Reserve Study Follow-Up Discussion

- a. The Committee discussed follow up questions posed to Tabatha and Rebecca regarding the reserve study.

- b. Tabatha indicated the study should be complete by next week and will be on the Third Quarter Board meeting agenda.
- c. The Willow Park pool is not included in the reserve study as it is an unconstructed asset that has not yet been turned over to MPCA. However, a placeholder for it was inserted.
- d. The updated teen room is included in the reserve study under its new name: Rose Room.
- e. The Special Service area is included in the reserve study.
- f. There was discussion from Matt Keating regarding a recommendation to the Board that a percentage of assessment fees each month be dedicated to the reserve fund. The committee agreed this was a good idea. No action was taken.

IV. Report from the Landscaping Committee

Valerie Jackson provided an update from the Landscaping Committee. Valerie said the Committee conducted a brainstorm of concerns to be reviewed that were noted by the Committee or were submitted by the community. Several sub committees were formed to examine specific issues including the aloe in the back of curb areas, the entrances, and granite replacement throughout the community. The Committee also met with representatives from DLC and toured the community including the parks.

The Committee plans to submit several recommendations to the Board including forming a charter for the Committee to continue to exist and meet regularly.

The Transition Committee discussed several items including the potential cost of granite replacement and contract language to ensure a contractor completes the work they are paid to do and on schedule. The Transition Committee appreciated the work being done by the Landscaping Committee.

V. Report from the Special Service Area Committee

Karen Smith provided a report from the three-member committee representing 105 units in the Special Service area.

Last year the Committee recommended a \$10 increase to its additional assessment to cover roofing costs. This year they have not planned another recommendation. However, Rebecca indicated there was significant roof damage during recent storms.

Karen indicated the main issues for the service area are roof repair and replacement, painting, and landscaping.

Discussion from the Transition Committee included questions about homeowner insurance and suggestions that expectations be clearly defined and communicated whether the homeowner's insurance or the Special Service Area assessment covers rooves for all repairs and replacements. Tabatha will send out all Special Service Area documents so the committee can see any potential issues.

VI. Processes to Inform the Community of Transition Recommendations

Matt presented a text message from Robin McDaniel who indicated most of the next Marley Park Matters newsletter would be devoted to the transition and the upcoming Board election. Lance suggested the Committee should review and, if necessary, recommend edits to any Committee related articles before the newsletter is sent out. The Committee requested Robin email a draft to all members before the next meeting. Matt will reply and inform her of the request.

Other discussion took place regarding other information opportunities including another postcard message and inclusion in the official Marley Park e-blast. Tabatha said she would look at available funds to support a mailing. A report of Committee recommendations should be delivered at the September 24 MPCA Board meeting.

VII. Call to the Audience

No comments from residents in attendance were received.

VIII. Committee Member Items for Discussion

- a. Willow Park Pool Funding. Tabatha indicated MPCA has not yet received from DMB the full operating cost, property costs, and other logistics. Once she has those she can add to budget projections. MPCA plans for July 1, 2019 to take ownership.
- b. Verizon Cell Tower. Matt said that his understanding from city planners is that Verizon and DMB are still in discussion and are reviewing the water tank site near Jack in the Box as the location.

IX. Future Agenda Items / Next Steps

Several items were offered by Committee members or staff:

- a. Review and recommend edits for the draft Marley Park Matters newsletter
- b. Recommendation to reform the Transition Committee to a standing Strategic Planning Committee
- c. Recommendation to form a Budget and Finance Committee
- d. Review the Special Service Area and discuss potential recommendations
- e. Chad Reed and Todd Hornback to discuss the Strategic Plan on September 6

X. Adjournment

There being no further business Vice Chair Miyatovich adjourned the meeting at 7:23p.m.

XI. Counterparts

These Minutes may be executed in one or more original, facsimile or electronic counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

MINUTES PREPARED BY:

Mark McCall

Respectfully submitted,

Mark McCall, Secretary