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Report outlines activities of the Marley Park Community Association, Inc. between January 1 and December 31, 2018.

**A. Community Life Team**

1. The DMB Community Life, Inc. team welcomed Tierney Farago, Morgan Good, Maggie Buck and Jeffery Morris, to the Marley Park Ambassador team.

**B. Governance**

1. **Annual Membership Meeting** | March 26, 2018 | In accordance with the recording with the Sixth Amendment to the Community Charter for Marley Park, the total number of lots in the community master plan has been reduced from 3,782 to 1,846. As of January 18, 2018, the Founder announced the community master plan has been reduced from 1,846 to 1,820. At the Annual Membership Meeting on March 26, 2018, MPCA Owners elected two Owner Directors to serve alongside 3 Directors appointed by the Founder, DMB. Owner Director Ms. Valerie Jackson was re-elected to the Board for a two (2) year term. Donna Bronski was elected to the Board for a two (2) year term.

Owner Directors serving a two (2) year term:

Donna Bronski  
Valerie Jackson

Founder appointments:

Kara L. Trullinger  
Georgia L. Moraga  
Daniel T. Kelly

2. **Founder Control Terminated** | In June 2018, the Marley Park Community Association reached 75% of the total number of Units permitted by applicable zoning for the property described in the Master Plan have certificates of occupancy issued thereon and have been conveyed to Persons other than builders holding title for purposes of construction and resale. The Board of Directors called for an election for the two (2) vacant Owner-Director positions on the Board. Election was set for September 24, 2018.
3. **Transition of Control of Board of Directors** | At the Board of Directors Meeting on September 24, 2018, MPCA Owners elected Mark McCall and Lance Miyatovich to serve alongside 2 Owner Directors and 1 Director appointed by the Founder, DMB until the next Annual Membership Meeting.

Owner Directors serving a two (2) year term:

Donna Bronski  
Valerie Jackson

Owner Directors serving until the next Annual Membership Meeting:

Mark McCall  
Lance Miyatovich

Founder appointment:

Daniel T. Kelly

#### Transition of Control of Board of Directors

TRANSITION OF CONTROL OF BOARD OF DIRECTORS				
Initial Board	25% of Permitted Units Conveyed	50% of Permitted Units Conveyed	90 Days After Termination of Founder Control Period	Termination of Founder Membership
Founder	Owner	Owner	Owner	Owner
Founder	Founder	Owner	Owner	Owner
Founder	Founder	Founder	Owner	Owner
		Founder	Owner	Owner
		Founder	Founder	Owner

*Bylaws of Marley Park Community Association, Inc., Chapter 3.3(b) & (c)*

Founder Control Period | Begins on the date of the Association's incorporation and terminates upon the first of the following to occur:

- (a) When 75% of the total number of Units permitted by applicable zoning for the property described in the Master Plan have certificates of occupancy issued thereon and have been conveyed to Persons other than builders holding title for purposes of construction and resale;
- (b) December 31, 2042; or
- (c) When, in its discretion, the Founder so determines and declares in a recorded instrument

#### 4. Community Charter for Marley Park

1. Recorded Supplement to Community Charter for Marley Park | Parcels 15 & 16 | June 4, 2018
2. Recorded Amendment to Supplement to Community Charter for Marley Park | Marley Park Phase 3 Model Complex | June 4, 2018

#### 5. Board Resolutions | Unanimous Consent Resolution in Lieu of Meeting

- a. CDC Pools, Inc. | February 6, 2018 | Approval of Services Agreement dated January 25, 2018 for pool remodeling and repairs.
- b. CDC Pools, Inc. | February 26, 2018 | Approval of Addendum Services Agreement dated February 19, 2018 for additional repairs to both the fitness

pool and the play pool due to extensive surface cracks that were not originally anticipated in the Services Agreement dated January 25, 2018.

- c. Founder Appointments | March 12, 2018 | Daniel T. Kelly was appointed by the Founder, DMB, Inc., to serve as the third Founder Director on the Marley Park Community Association Board of Directors along with the then current Founder Directors, Kara L. Trullinger and Georgia L. Moraga.
- d. Transition Committee | May 2, 2018 | Establishment of the Transition Committee.
- e. Director Confidentiality Policy | October 15, 2018 | Adoption of Confidentiality Policy.
- f. Certa Pro of North Phoenix, LLC | October 16, 2018 | Approval of Services Agreement dated August 15, 2018 for painting of one unit in the Special Service Area.

6. **2019 Annual Governance Postcard & Package** delivered | November 26

7. **Committees**

- a. **Special Service Area Committee** | Quarterly meetings held with Committee members: Jerry Mullen, Kathy Mullen and Karen Smith.
- b. **Transition Committee** | Committee of Marley Park Residents formed to provide guidance to the Founder, the Board of Directors, the Owners and the Community's management staff through the Transition Period. Committee met between June and September and provided their recommendations at the board meeting on October 22.
- c. **Landscape Advisory Committee** | The Landscape Advisory Committee met throughout the year to identify priorities related to the landscape in an effort to maintain and improve the visual attractiveness of the common areas in the community, establishing a standardized landscape that benefits all residents. The Committee's report was provided to the Board at the meeting on October 22.

C. **2018 Executed Operations Agreements, Contracts & Addendums**

Date	Vendor	Type	Description	Amount
January 1	DMB Community Life	Community Management Services Agreement	Community Management Services	Staff Fee: \$35,725/Mo. Management Fee: \$1.25/Door/Mo. Ambassador Fee: \$5,460/Mo.
January 1	Matt Turkington	Support Services Agreement	Website technical support	\$75/Hr.
January 1	Jenea Bono	Support Services Agreement	Website development services	\$55/Hr.
January 1	Jennifer McSweeney	Support Services Agreement	Communications support	\$22/Hr.

January 1	Smartwebs	Software Service & License Agreement	Contract renewal for GPS based compliance software	\$125/Mo.
January 10	Great Boards	Reserve Study Agreement	Reserve study update inclusive of site visit	\$5,250
January 25	CDC Pools	Services Agreement	Heritage Pool House - fitness and play pools remodeling services	\$39,679 (Capital Project)
March 19	DLC Resources	Addendum 10	Landscape Maintenance extension of term to February 26, 2019	N/A
February 10	Ray Mar Productions	Engagement Agreement	80's Prom DJ	\$795
April 13	H.O.A. Playground Services, LLC	Master Services Agreement & Addendum 1	Playground maintenance	\$825/Mo.
April 18	Foster Electric Motor Service, Inc.	Addendum 1 to MSA - goods and services	Supply of a 40hp motor and pump station maintenance services (irrigation supply system)	\$4,695
April 18	Foster Electric Motor Service, Inc.	Amendment 1 to MSA - goods and services	Update to notification provisions in s.10 and s.16	N/A
April 18	Stormwater Pros	Master Services Agreement & Addendum 1	Stormwater catchment maintenance	\$18,600
May 9	Festive Lighting LLC	Services Agreement	Holiday and entertainment décor services	\$4,949.50
May 17	Sunland Asphalt and Construction, Inc.	Services Agreement	Heritage Campus parking lot resealing services	\$5,646
May 31	Arizona Correctional Industries	Services Agreement	Refurbishment of Heritage Club furniture and supply of Rose Room table, chairs and bench	\$13,581.32

June 8	OCM, LLC	Addendum 1	Painting wrought iron fencing Heritage Campus and 3 entrances	\$7,760
June 15	Certa Pro of North Phoenix, LLC	Master Services Agreement	Exterior painting	N/A
June 15	Certa Pro of North Phoenix, LLC	Addendum 1	Exterior Painting Heritage Campus - wood detail	\$1,650
June 15	Certa Pro of North Phoenix, LLC	Addendum 2	Exterior Painting Heritage Club	\$3,750
June 28	Certa Pro of North Phoenix, LLC	Addendum 3	Special Service Area - Unit Exterior Painting	\$45,750
July 17	Maximum Splash, LLC	Services Agreement	Replacement of splash pad surface at Heritage Pool House	\$3,794.40
August 15	Rock Spreaders, LLC	Services Agreement	Decomposed granite replenishment	\$97,801.99
August 24	LR Acquisitions, Inc (Lyons Roofing)	Services Agreement	Special Service Area Roof Repair Agreement	\$20,005.00
October 16	Certa Pro of North Phoenix, LLC	Addendum	Exterior painting additional unit in Special Service Area	\$4,150
November 15	DMB Community Life, Inc.	2019 Management Services Agreement	Community Management Services	Staff Fee: \$36,886/Mo. Management Fee: \$1.25/Door/Mo. Ambassador Fee: \$5,847/Mo.

#### D. Design Review & Community Standards

1. 295 Design Review Applications Processed | Up 43 from 2017
  1. Approved | 2
  2. Conditional Approvals | 231
  3. Denied/Insufficient Information | 62
  4. 41 Solar Installations | Down 30 from 2017
2. 1,160 Compliance Issues | Up 88 from 2017 | Landscape Maintenance & Trash Cans were the majority of violations.

3. Community Concern Forms | 372 submitted to MPCA during 2018 | Up 79 from 2017 | Landscape Maintenance & Compliance were the most prevalent issues.

## E. Landscape

1. Seasonal shrub and groundcover renovation completed in 1<sup>st</sup> quarter and started again in 4<sup>th</sup> quarter.
2. Select Olive trees were treated to inhibit fruit production in March.
3. Overseeding with winter Rye of all turf areas completed in October
4. Regular fertilization of turf areas resumed after first cut.
5. 2018 plant replacements:
  - a. 1,995 - 1 gallon plants
  - b. 125 - 15 gallon trees

### Trees

1. Especially severe monsoon season in 2018. Two separate events resulted in larger than normal damage and loss of trees which required extra crews to cleanup and perform restaking of younger trees. (86 trees removed & 76 trees were heavily damaged)
2. Hardwood pruning: Performed by specialized Arbor Crew on trees taller than twelve (12) feet: 361 trees pruned (80 in the SSA).
3. Ongoing regular pruning of young trees, and trees along sidewalks and roadways for clearance.

### Irrigation:

1. 2018 water use: 102 million gallons, up 1.2% vs. 2017.
  - i. 2018 total rainfall: 4.63"
  - ii. 2018 total Et: 90.28"
2. Repaired 39 Mainline breaks.
3. Replaced 5 master valves.
4. 109 deliveries of MWD water (95 in 2017)
5. Emergency repairs (temporary) were done for the irrigation main feeding the east side of Parcel 3 (SSA). New mainline to be run at completion of Christopher Todd (Parcel 10) grading of area. DMB Community Life in contact with General Contractor to confirm easement for realignment/replacement of mainline.
6. Repairs completed of Maxicom communication cable in conjunction with Bullard and Sweetwater improvements (traffic signal install) by City of Surprise.
7. Two different pump failures in 3<sup>rd</sup> quarter (July & August).
8. Completed annual cleaning of drip filter assemblies.
9. Completed annual valve exercising.

### Extras

1. Ongoing repairs due to construction east of Bullard
2. Replaced solenoids/valves om Mosaic Park splash pad.
3. DLC Resources provided 288 shrubs for 2018 Spring Plant Sale.
4. Repairs completed to vandalized walls in Founders & Veranda Park.
5. Crew worked on Veterans Memorial to prepare for Veterans Day celebration.
6. Crews prepped parks throughout year in conjunction with scheduled neighborhood park parties.
7. Crews prepped facility grounds in advance of Signature & special events.

## F. Amenities - Heritage Pool House

1. Heritage Pool House | Gate Repair | Replaced door handles and slam closure (Kwikpic Locksmith).

2. Veterans Commemorative Plaza | Replaced faulty transformer (Lens Electric).
3. Heritage Pool House | Replaced faulty transformer (Lens Electric).
4. Heritage Pool House | HVAC repair | Replaced damaged belt, fuse, fan motor (Air Factor).
5. Heritage Pool House | Fire pit repair | Replaced pilot assembly (Arizona Fireplaces).
6. Heritage Pool House | Replaced two 2 horsepower pool motors on each pool (Impact Commercial).
7. Heritage Pool House | Replaced two urinal valves in men's restroom (Accurate Plumbing).

#### **G. Amenities - Heritage Club**

1. Annual HVAC inspection
2. Maricopa County Environmental Services Division Food Inspection Report | Heritage Club Kitchen received an 'A'
3. Heritage Club | Installed heavy duty shelving in storage room (Impact Commercial).
4. Heritage Club | Replaced broken door window inside Rose Room (DLC paid for the damages as it was caused by flying rocks during mowing).

#### **H. Parks**

1. Started inspecting park electrical outlets every six months | Started October 2018 (Lens Electric)
2. Portico Park | Replaced damaged shade from storm damage (OCM).
3. Founders Park | Vandalized stone wall | Replaced damaged faux limestone rock (OCM).
4. Verranda Park | Vandalized stone wall | Replaced damaged wall caps (OCM).

#### **I. 2018 Capital Projects (Funded through the MPCA Reserve Fund):**

1. Heritage Club
  - a. Rose Room | \$5719
  - b. Exterior Stucco Painting | \$3,750
  - c. Multi-purpose Room & Keeping Room Furniture Refinishing | \$11,332
2. Heritage Pool House
  - a. Pool Remodel/Repairs | \$47,009
  - b. Pool Deck Resurfacing & Painting | \$12,011
  - c. 50 Chairs & 25 Lounge Chairs Re-slung | \$7,391
  - d. Pool Hand Rails Re-powder coated | \$885
  - e. Exterior Wood Trim Painting | \$7550
  - f. Splash Pad Resurfacing | \$3794
  - g. Splash Pad Controller | Deferred
3. Heritage Campus
  - a. Parking Lot Crack sealing, repairs & sealcoating | \$7,373
  - b. View Fence Painting | \$7760
4. Granite Replenishment | Parks/Tract Areas & Sweetwater Avenue, Old Oak Avenue & Whisperwood Drive | \$97,801.99
5. Pump Station
  - a. New Tank Probe Switch & Wet Well Level transmitter for remote pump station monitoring | \$2949.25
  - b. New 40 amp motor for pump station | \$1829.90 (troubleshoot, remove & test) \$5069.76 (new motor, shipping & install labor)
6. View Fence Painting | Deferred to 2019
7. Drywell Maintenance | \$18,600

Total 2018 Capital Projects Funded by the MPCA Reserve Fund: \$220,861.50  
MPCA Reserve Fund balance as of December 31, 2018: \$580,027.17

**J. Marley Park Special Service Area (MP SSA)**

1. Quarterly meetings with Committee Members: Jerry Mullen, Kathy Mullen and Karen Smith
2. Exterior Painting completed in 2018 | Funded by the MP SSA Reserve Fund | \$49,900.

1	1110	13286 N Founders Park Blvd
	1111	13298 N Founders Park Blvd
2	3016	13344 N 152nd Ave
	3017	13328 N 152nd Ave
3	3020	13359 N 152nd Ave
	3021	13375 N 152nd Ave
4	3034	15172 W Pershing St
	3035	15164 W Pershing St
5	3036	15156 W Pershing St
	3037	15148 W Pershing St
6	3038	15140 W Pershing St
	3039	15132 W Pershing St
7	3050	13331 N 151st Dr
	3051	13335 N 151st Dr
8	7055	15382 W Bloomfield Rd
	7056	15386 W Bloomfield Rd
9	7049	15358 W Bloomfield Rd
	7050	15362 W Bloomfield Rd
10	7066	15385 W Bloomfield Rd
	7067	15381 W Bloomfield Rd
11	7072	15361 W Bloomfield Rd
	7073	15357 W Bloomfield Rd
12	7063	15397 W Bloomfield Rd

3. Roof repairs completed in the Special Service Area \$20,005

**K. Financial**

1. 2018 Monthly Assessments:
  - a. MPCA Assessment \$106.00
  - b. SSA Assessment \$91.00
2. 2017 Federal & State Tax Returns Filed
3. 2018 Review Complete | Posted to marleypark.com
4. REDS (Real Estate Data Solutions) | Generated 19 new property transfers; up 12 from 2017 | \$4,897.25 in chargeable fees | 1 Notice of Trustee Sale | 61 Internal Transfers



5. Title Transfers | 2018 - 360 (147 Re-Sales; 161 Builder New Homes; 4 Foreclosure; 176 Builder to Builder); increase of 93 from 2017
6. Escrow Demands | 2017 - 360; increase of 2 from 2017
7. 2018 - 2019 Insurance Renewed | Great American Insurance Company Package including: General Liability, Property, Auto and \$5M Umbrella | Fidelity and D&O coverage with Liberty Mutual & Crime coverage is with Travelers Insurance

#### **L. Communications**

1. 2017 Community Life Report | Delivered via email

#### **M. Heritage Campus Reservations**

1. Block Party Trailer | 63
2. Keeping Room | 242
3. Heritage Club Main Parlor & Back Lawn (less than 60) | 541
4. Heritage Club Main Parlor & Back Lawn (more than 60) | 41
5. Pool House Multipurpose Room | 151

#### **N. Signature Events**

1. Star Spangled Celebration
  - a. Patriotic Pancake Breakfast (July 4)
  - b. Patriotic Parade (July 4)
  - c. Pool Party (June 30)
  - d. Decorate Your Wheels (July 1)
2. Homestead Harvest Festival (Oct 27)
  - a. Pawstume Parade
  - b. Pumpkin Carving
  - c. Costume Contest
  - d. 8<sup>th</sup> Annual Chili Cook-off (Oct 26)
  - e. Home Decorating Contest
3. 12<sup>th</sup> Annual Home for the Holidays (Dec 8)
  - a. Home for the Holidays Celebration
  - b. Gingerbread House Decorating
  - c. Home Decorating Contest
  - d. Community Luminaria Display
  - e. Holiday Cookie Exchange

#### **O. Community-wide Programs**

1. 80's Prom (Feb)
2. Spring Plant Replacement (Mar)
3. Community Garage Sale (Mar & Nov)
4. Spring Training (Mar)
5. Easter Egg Hunt (Mar)
6. Annual Volunteer Appreciation (Apr)
7. Third Thursdays (May, June, July)
8. Veterans Commemorative Plaza Grant Award to Marley Park Elementary (Nov)

#### **P. Marley Park Leadership**

1. Kick-off Event & 2018 Planning (Jan, Feb, Apr, May, June, July, Aug, Sept)
2. Character Day (Sept)
3. Community Engagement Focus Area
  1. Coffee with Neighbors (Jan, Feb, Nov)

4. Welcome Focus Area
  1. Celebration of Home Welcome Brunch (Feb, June, Aug)
  2. Warm Welcome Deliveries
5. Philanthropic Focus Area
  1. Concert for a Cause (Apr)
  2. Bean Bag Day (Apr)
  3. Revive Back to School Drive (Jun, Jul)
  4. Bingo for a Cause (Oct)
  5. Holiday Drive (Nov, Dec)
6. Communications Committee
  1. Monthly Neighborhood Emails
  2. Quarterly *Marley Park Matters* Newsletters
  3. *Marley Park Matters* Facebook page
7. Out and About Focus Area
  1. Holiday Happy Hour (Dec)
8. Neighborhood Organizing
  1. Hourglass Park Party (Mar)
  2. Mosaic & Bumblebee Park Party (Apr)
  3. Veranda Block Party (Apr)
  4. Founders Park Picnic (Apr)
9. Holiday Party (Dec)

#### **Q. Resident-Inspired Events**

1. Easter Egg Stuffing Party (Apr)
2. Annual Easter Egg Hunt (Apr)
3. Mother's Day Tea Party (May)
4. Patriotic Parade (July)
5. Community Thanksgiving Dinner (Nov)
6. Holiday Cookie Exchange (Dec)

#### **R. Clubs**

1. New Clubs
  1. Neighborhood Watch
  2. Empty Nesters Social Club
  3. Kindness Club
  4. Burn Boot Camp
  5. Ladies of Marley Park Coffee Club
  6. Gospel First
2. Club Events
  1. Marley Barley Spring Porch Crawl (Apr)
  2. Ritzy Reds Donation Drive (May)
  3. Boy Scout Troop 194 Patriotic Pancake Breakfast (July)
  4. Marley Barley Oktoberfest (Sept)
  5. Marley Barley Porch Crawl (Oct)
  6. Young Life Trivia Night (Oct)
  7. Boy Scout Troop 194 Veteran Spaghetti Dinner (Nov)
  8. Marley Barley Ugly Sweater Holiday Party (Dec)
  9. Young Life PJ's and Pancakes with Santa (Dec)

## **S. Partnerships and Public Events**

1. Election Day Voting Site
2. State of the City Luncheon
3. Theater Works Gala (Mar)
4. Taste of Surprise (Apr)
5. City of Surprise CFD Meeting (May)