

**BOARD OF DIRECTORS MEETING
NOVEMBER 26, 2024
3:00 P.M., CLC STEVE NOLAN LECTURE HALL
AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Introduction of Managers
4. Approve the October 30, 2024 Board Meeting Minutes. **(TAB #1)**
5. Approve the October 30, 2024 Annual Budget Meeting Minutes. **(TAB #2)**
6. President's Message
7. Employee of the Month, November 2024
8. Treasurer's Report
 - A. Controller's Report
9. Committee and Task Force Reports
 - A. Architectural Compliance Committee (*Maryann Sinerius*)
 - B. Audit & Finance Committee (*Denise Orthen*)
 - C. Communications Committee (*Denise Haynie*)
 - D. CW Pool Project Task Force (*Marty Neilson*)
 - E. Election Committee (*Jack Dreyer*)
 - F. Facilities & Grounds Committee (*Gregg Lorimor*)
 - G. Food & Beverage Committee (*Jean Nelson*)
 - H. Golf Committee (*Diane French*)
 - I. Reciprocal Task Force (*Glenn Martinsen*)
 - J. Recreation / Entertainment Committee (*Mike Swoverland*)
 - K. Safety & Security Committee (*Mike Rogers*)
 - L. Technology Task Force (*Tami Ronnfeldt*)
10. Project Report: Cox Update / CW Sound System / Jonas Update
11. Management Report (Steve Hardesty)
12. Directors Comments
13. Capital Reserve Replacement Fund Requests:
 - A. Management recommends replacing 3 Utility Golf Carts for the Golf and Landscape Maintenance Department. The current carts were purchased between 2008 and 2011 and have reached the end of their useful life. (Asset#311/312/2028 / YTBR:2022) **(TAB #3)**

Club Car (3 cars)	\$35,750+5% contingency=\$37,538
Valley Golf Carts	Disqualified – No Bid
Action Golf Carts	Disqualified – No Bid

Management recommends the bid from Club Car Golf Carts for \$35,750 plus a 5% contingency of \$1,788 for a total budget authority of \$37,538.
 - B. Management recommends replacing 1 Golf Utility Cart for the Golf and Landscape Maintenance Department. The current cart was purchased in 2008 and has reached the end of its useful life. Management is recommending upgrading the cart with a Kubota Model which has some heavier features and benefits. (Asset#2033/YTBR:2022) **(TAB #4)**

Bingham Equipment Company (1 car)	\$13,590+5% contingency=\$14,270
Valley Golf Carts	Disqualified – No Bid
Action Golf Carts	Disqualified – No Bid

Management recommends the bid from Bingham of \$13,590 plus a 5% contingency of \$680 for a total budget authority of \$14,270.

- C. Management recommends redirection of previous costs for repairs to the sound system at the Palo Verde Pool from Operational Funds to Reserve Funds. During the Reserve Study it was found that there was a Reserve Account in place for these items. (Asset#152/YTBR:2022) **(TAB #5)**

CCS Presentation Systems \$5,357

Management recommends the sole source bid from CCS Presentation Systems in the amount of \$5,357.

- D. Management recommends replacing one of the two current pool heaters at the Palo Verde Pool and the pool heater at the Michigan Pool. (Asset#2208 & 1754 / YTBR:2025 & 2022) **(TAB #6)**

Superior Pool \$11,773+5% contingency=\$12,362
 Clean Specialty & Service \$13,892+5% contingency=\$14,587
 Leslie's Pool \$13,949+5% contingency=\$14,646

Management recommends the bid from Superior Pool for \$11,773 plus a 5% contingency of \$589 for a total budget authority of \$12,362.

- 14. PV Gate Reserve Fund: **NONE**
- 15. Voluntary Contribution Fund: **NONE**
- 16. Capital Improvement Fund Requests: **NONE**
- 17. Old Business:

 - A. Approve the 2025 Board Election Timing of Events. **(TAB #7)**

- 18. New Business: **NONE**
- 19. First Readings: **NONE**
- 20. Homeowner Comments
- 21. Adjourn Meeting

COMMITTEE NAME	MEETING DATE	TIME	LOCATION (CLC)
ARCHITECTURAL COMPLIANCE	Tuesday, Dec. 10	8:30am	Phoenix Room
AUDIT & FINANCE	Thursday, Dec. 5	2:00pm	Meeting Rm #1
COMMUNICATIONS	Monday, Dec. 2	9:30am	Meeting Rm #1
CW POOL TASK FORCE	Tuesday, Dec. 3	2:00pm	Lecture Hall
ELECTION	Wednesday, Dec. 4	3:00pm	Meeting Rm #1
FACILITIES & GROUNDS	Tuesday, Dec. 3	10:00am	Phoenix Room
FOOD & BEVERAGE	Thursday, Dec. 5	9:00am	Phoenix Room
GOLF	Wednesday, Dec. 4	2:00pm	Phoenix Room
RECREATION / ENTERTAINMENT	Tuesday, Dec. 10	10:00am	Lecture Hall
RECIPROCAL TASK FORCE	Monday, Dec. 2 and 9	9:00am	Meeting Room #2
SAFETY & SECURITY	Wednesday, Dec. 4	10:00am	Meeting Rm #1
TECHNOLOGY TASK FORCE	Wednesday, Dec. 11	10:30am	Meeting Room #1

SUN LAKES HOMEOWNERS ASSOCIATION #2
INCOME AND EXPENSE SUMMARY
October 31, 2024
(Unaudited)

	CURRENT MONTH	YEAR TO DATE	YEAR TO DATE	VARIANCE	YEAR TO DATE	YTD Var to Budget	YTD Var to PY
	ACTUAL	ACTUAL	BUDGET	\$\$\$	PRIOR YEAR	%%%	%%%
REVENUES:							
HOA DUES	\$ 471,204	\$ 4,723,733	\$ 4,712,430	\$ 11,303	\$ 4,095,761	0.2%	15.3%
RECREATION	30,089	229,570	236,615	(7,045)	221,548	-3.0%	3.6%
FOOD & BEVERAGE	384,466	3,741,432	4,073,394	(331,962)	3,834,441	-8.1%	-2.4%
GOLF	253,481	2,856,757	2,792,940	63,817	2,592,652	2.3%	10.2%
MISCELLANEOUS (CARRY FORWARD FUND, TRANSFER FEES, INTEREST, ETC)	12,999	165,881	180,000	(14,119)	618,558	-7.8%	-73.2%
				-			
TOTAL REVENUES	\$ 1,152,239	\$ 11,717,373	\$ 11,995,379	\$ (278,006)	\$ 11,362,960	-2.3%	3.1%
EXPENSES:							
ADMINISTRATION (1)	\$ 195,227	\$ 1,857,441	\$ 1,779,389	\$ (78,052)	\$ 1,782,814	-4.4%	-4.2%
RECREATION	26,839	240,683	256,815	16,132	259,205	6.3%	7.1%
PATROL	36,185	362,175	365,738	3,563	356,356	1.0%	-1.6%
LANDSCAPING	132,443	937,932	1,051,899	113,967	929,465	10.8%	-0.9%
CUSTODIAL	56,224	586,959	622,939	35,980	590,784	5.8%	0.6%
FACILITIES	60,010	559,540	602,953	43,413	558,879	7.2%	-0.1%
POOLS	23,317	314,566	309,547	(5,019)	315,029	-1.6%	0.1%
FOOD & BEVERAGE	429,037	3,989,577	4,183,865	194,288	3,976,477	4.6%	-0.3%
GOLF PROSHOPS & MAINTENANCE	410,445	2,810,669	2,993,839	183,170	2,736,579	6.1%	-2.7%
TOTAL EXPENSES	\$ 1,369,727	\$ 11,659,542	\$ 12,166,984	\$ 507,442	\$ 11,505,588	4.2%	-1.3%
NET INCOME	\$ (217,488)	\$ 57,831	\$ (171,605)	\$ 229,436	\$ (142,628)	-133.7%	-140.5%

PALO VERDE GATE (2)

Revenues	\$ 22,314	\$ 218,661	\$ 219,312	\$ (651)	\$ 208,318	-0.3%	5.0%
Expenses	20,859	214,505	219,996	5,491	213,963	2.5%	0.3%
NET INCOME	\$ 1,455	\$ 4,156	\$ (684)	\$ 4,840	\$ (5,645)	-2.3%	173.6%

DEPRECIATION EXPENSE

	\$ 71,000	\$ 709,000	\$ 709,000	\$ -	\$ 709,000	0.0%	
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CONSOLIDATED NET INCOME

	\$ (287,033)	\$ (647,013)	\$ (881,289)	\$ 234,276	\$ (857,273)	26.6%	24.5%
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REVENUES	\$ 1,174,553	\$ 11,936,034	\$ 12,214,691	\$ (278,657)	\$ 11,571,278	-2.3%	3.2%
EXPENSES	1,461,586	12,583,047	13,095,980	512,933	12,428,551	3.9%	-1.2%
NET INCOME	\$ (287,033)	\$ (647,013)	\$ (881,289)	\$ 234,276	\$ (857,273)	26.6%	24.5%
Check total (hide when finished)	\$ (287,033)	\$ (647,013)	\$ (881,289)	\$ 234,276	\$ (857,273)	26.6%	24.5%
	\$ -	\$ -	\$ -	\$ -	\$ -		

NET INCOME:	CURRENT MONTH	YEAR TO DATE	BUDGET	VARIANCE	PRIOR YEAR	BUDGET	PRIOR YEAR
ADMINISTRATION	\$ 288,976	\$ 3,032,173	\$ 3,113,041	\$ (80,868)	\$ 2,931,505	-2.6%	-3.4%
RECREATION	\$ 3,250	\$ (11,113)	\$ (20,200)	\$ 9,087	\$ (37,657)	-45.0%	70.5%
PATROL	\$ (36,185)	\$ (362,175)	\$ (365,738)	\$ 3,563	\$ (356,356)	1.0%	-1.6%
LANDSCAPING	\$ (132,443)	\$ (937,932)	\$ (1,051,899)	\$ 113,967	\$ (929,465)	10.8%	-0.9%
CUSTODIAL	\$ (56,224)	\$ (586,959)	\$ (622,939)	\$ 35,980	\$ (590,784)	5.8%	0.6%
FACILITIES	\$ (60,010)	\$ (559,540)	\$ (602,953)	\$ 43,413	\$ (558,879)	7.2%	5.0%
POOLS	\$ (23,317)	\$ (314,566)	\$ (309,547)	\$ (5,019)	\$ (315,029)	-1.6%	0.1%
FOOD & BEVERAGE	\$ (44,571)	\$ (248,145)	\$ (110,471)	\$ (137,674)	\$ (142,036)	124.6%	74.7%
GOLF PROSHOPS & MAINTENANCE	\$ (156,964)	\$ 46,088	\$ (200,899)	\$ 246,987	\$ (143,927)	122.9%	132.0%
PV Gate	\$ 1,455	\$ 4,156	\$ (684)	\$ 4,840	\$ (5,645)	707.6%	173.6%
DEPRECIATION	\$ (71,000)	\$ (709,000)	\$ (709,000)	\$ -	\$ (709,000)	0.0%	
Net Income	\$ (287,033)	\$ (647,013)	\$ (881,289)	\$ 234,276	\$ (857,273)	26.6%	24.5%
	\$ -	\$ -	\$ -	\$ -	\$ -		

Note:

- (1) Administration includes Fitness Center and Misc Homeowner Services.
- (2) Palo Verde Gate expenses are paid only by the Palo Verde Residents.

Special Funds
October 31, 2024

	Capital Reserve Fund (1)	Capital Improvement Fund (2)	Palo Verde Gate Fund (3)	Capital Reserve Fund	Capital Reserve Fund
Fund Balance January 1, 2024	\$ 5,962,076	\$ 672,170	\$ 3,482		
Additions from Dues, Fees, etc	657,952	150,000			
Cell Tower Income	247,962	-			
Interest Earned	233,803	11,835			
Expenditures for:					
Golf Courses & Equipment	(422,742)	-			
HOA-Several Items	(186,353)	(112,473)			
Fund Balance October 31, 2024	\$ 6,492,698	\$ 721,532	\$ 3,482	\$ 3,500	\$ 1,500
				658,000	174,000
				YTD	APRIL 1ST

Notes:

- (1) Funds set aside to replace worn out equipment, building parts, etc.
- (2) Funds set aside to improve and/or add to existing facilities.
- (3) Funds set aside to replace worn out parts and improve the PV gate (funding from PV residents only).

Number of homes sold in October 2024 was 16. October 2024 YTD totaled 188 resulting in revenue of \$853,000 YTD 2024 (\$4,537 Ave)

Number of homes sold in October 2023 was 17. October 2023 YTD totaled 190 resulting in revenue of \$463,250 YTD (\$2,438 Ave)