

**ALAMEDA SOUTHRIDGE OWNER'S ASSOCIATION**

**GENERAL MEETING**

**NOVEMBER 14, 2013**

**DESERT HILLS ELEMENTARY, 7:00 P.M.**

Present: Steve Parsley, President  
Dave Medeiros, Vice-President and City Liaison  
Laura Kaczmarek, Secretary and Newsletter  
Sharon Clayton, Maintenance Chairman  
Ken Mompelier, Member and Welcome Committee

Absent: Kyle Moberly, Treasurer  
Frank Vasquez, Member and Flag Committee  
Dr. Imran Raza, Member

**I. Welcome and Introductions**

President Steve Parsley called the meeting to order at 7 p.m. He introduced the Board of Directors and Committee Members. He then asked Owners to introduce themselves.

**II. Activities and Accomplishments for 2013**

President Steve Parsley reported the following activities and accomplishments for the year. 1) We finished replacing the irrigation lines in common areas. The system is much more efficient now and our water bills have dramatically decreased. 2) The entrance to our neighborhood has been cleaned up with new landscaping installed. 3) The Board has explored outsourcing some of the management of our Association. 4) Covenant enforcement. The Board has put a lot of time and effort into trying to remedy individual situations where covenants were being violated. Letters have been written and Owners in violation have been spoken to. The Board would like to encourage each Owner to be a good neighbor and comply with the Covenants. We are neighbors here and we all need to pitch in to keep our neighborhood beautiful. 5) New State of NM Homeowner Association law. New legislation added a new regulations that the Board of Directors must comply with regarding disclosures. These disclosures include our Covenants, Bylaws, and copies of Board Meetings, and financial records. The Board has worked to get all

records required ready to give out upon request. 6) Our newsletter to Owners has continued to go out. 7) There was no participation in the spring clean up, therefore fall cleanup was cancelled.

### **III. Committee Reports**

**Maintenance-** President Steve Parsley discussed maintenance issues briefly. Sharon Clayton, Maintenance Manager, reported that we will be using a pre-emergent spray called Surflan to control weeds. Surflan has an orange color that will temporarily stain our rocked areas, however, the orange color will fade. It is safe for all plants, trees and animals.

**Newsletter-** President Steve Parsley reported that Laura Kaczmarek has been doing the newsletter and will continue to do so.

**City Liaison-** President Steve Parsley reported that Dave Medeiros is the liaison between ASOA and the City of Las Cruces. Dave Medeiros reported that the initial City agreement expired and we are currently under a new 10 year agreement.

**Welcome Committee-** President Steve Parsley reported that Ken Mompelier gives new owners their welcome packets, which include covenants and bylaws. He asked if you see a new neighbor to please let Ken know.

**Outsourcing-** Ken Mompelier is also heading the Outsourcing Committee. Steve said that this topic will be covered later on in the meeting.

**Tree Committee-** Steve said that this committee is an ad hoc committee with no activity currently happening.

**PMAC-** Steve reported that Jim Clayton is the head of this committee. Property modification plans should be submitted and reviewed by this committee.

### **IV. Pride of Ownership**

President Steve Parsley discussed having pride in our neighborhood and stressed that it takes all of us to keep our neighborhood beautiful. He said he believed that our neighborhood is the nicest neighborhood in town. He asked that all Owners please pick up after their pet waste, and also to please let the Board know if you see a break in the water lines.

### **V. Financial Reports for 2013**

Financial reports are attached to these minutes. Steve reported that we are on budget. We have a few outstanding dues and a couple of liens have been filed. Water reimbursements from the City are down because the City reimburses a percentage of our water used, and we are down in use. We are over budget for spraying and pruning and also over in water system repairs due to finishing up the irrigation repair project. There was a question on if any trees were replaced this

year. Maintenance Chairman Sharon Clayton reported that the City supplied us with 14 new trees this year. They were planted at no extra cost.

## **VI. Proposed Budget for 2014**

President Steve Parsley reported that the 2014 budget line item for water was reduced by \$2,000. \$1,000 was added to contract maintenance, and also funds were added to spraying and pruning.

He reported that on the proposed budget for 2014, there is a new line item for outsourcing the HOA management. This line item is for \$6,000.00, which is the cost of the outsourcing.

Steve reported that ASOA is having a hard time filling Board positions; therefore the Board has researched outsourcing management of the HOA. He reported that the Sonoma, Del Prado and Picacho HOA's all have professional managers.

The Outsourcing Committee researched options and felt Coss and Crose was the #1 choice for management. They have experience, are professional, will provide continuity of service, and will create a website for our ASOA with documentation on it. The website will have financial information, meeting minutes, and owners can pay dues on it. They use QuickBooks online for their financial management. Coss and Crose will also process any new disclosure requests, which are required by new State law.

There was a presentation by Steve Parsley on "Why an HOA"? Topics included: 1) Covenants would need to be amended by 100% of our Owners in order to disband. 2) We need to keep our common areas looking nice and without an HOA we would have no way to do this- who would water and weed these areas? 3) We need to keep trailers, cars, and other eyesores out of front yards.

There was a discussion about Covenants vs. City Codes. President Steve Parsley responded that covenants are subdivision specific and usually are more restrictive than city codes. There was discussion regarding covenant violations, letters being written regarding this, and fines to be assessed to those who violate the covenants.

Emily Coss introduced herself and spoke about Coss and Crose outsourcing management. She said that she has been a Realtor for 14 years, has been a President of an HOA, and started property management 1.5 years ago. She must abide by a strict code of ethics from the State Realtor's Association. She is now managing the Pueblos HOA. Some of the duties that Coss and Crose will take on are:

- 1) Will manage disclosures and take responsibility for correct disclosures required by new State Law.
- 2) They will visit those who are violating covenants and try to resolve the problem immediately.
- 3) Will provide a website.

- 4) Will attend up to 6 Board meetings a year.
- 5) Will pay ASOA bills.
- 6) Will collect dues.
- 7) Will oversee landscaping and maintenance.
- 8) Will do an introduction letter and take it to visit with Owners.

She said Coss and Crose will begin either December 1, or January 1. There was a discussion on landscaping and what Emily's role will be. Dues will increase \$5.50 per lot each month, which would be \$5.05 if paid early. The total cost of the management team would be \$500 per month.

Dave Medeiros made a motion to allow the Board of Directors to negotiate a contract with Coss and Crose. J.B. Pruitt seconded the motion. The motion carried with a quorum.

## **VII. Election of Board Members**

Ken Mompelier and Laura Kaczmarek were elected to serve on the Board.

## **VII. Open Forum**

There was general discussion regarding covenant violations and one owner said that he believed everyone who bought a home in our HOA got a copy of the covenants and therefore should abide by them.

## **IX. Adjournment**

A motion was made to adjourn the meeting, the motion was seconded, voted on, and the meeting was adjourned.

## AGENDA

ALAMEDA SOUTHRIDGE I OWNER'S ASSOCIATION

### ANNUAL MEETING

NOVEMBER 14, 2013 AT 7:00 P.M.

DESERT HILLS ELEMENTARY SCHOOL, LAS CRUCES, NM

- I. WELCOME AND INTRODUCTIONS
- II. PRESIDENT'S REPORT-ACTIVITIES AND ACCOMPLISHMENTS FOR THE YEAR
- III. COMMITTEE REPORTS
- IV. PRIDE OF OWNERSHIP
- V. FINANCIAL REPORT FOR 2013
- VI. PROPOSED BUDGET FOR 2014
  - A. Outsourcing HOA Management-New Line Item
- VII. ELECTION OF BOARD MEMBERS
- VIII. OPEN FORUM
- IX. ADJOURN

**ALAMEDA SOUTHRIDGE I OWNER'S ASSOCIATION INC.**  
**January 1 - November 12, 2013**

	Budget	Actual	Over (Under) Budget
<b>Revenues</b>			
Dues	45,800.00	44,590.10	(1,209.90)
Water Reimbursement	1,650.00	646.36	(1,003.64)
Other Income	-	365.71	365.71
<b>Total Revenues</b>	<b>47,450.00</b>	<b>45,602.17</b>	<b>(1,847.83)</b>
<b>Expenses</b>			
Insurance	1,350.00	1,315.00	(35.00)
Taxes/Legal/Accounting	600.00	229.38	(370.62)
Electrical	800.00	658.06	(141.94)
Water	5,000.00	2,193.65	(2,806.35)
General Administration	500.00	267.05	(232.95)
Miscellaneous	1,500.00	958.68	(541.32)
<b>Subtotal</b>	<b>9,750.00</b>	<b>5,621.82</b>	<b>(4,128.18)</b>
<b>Grounds Maintenance</b>			
Contract Maintenance	29,000.00	24,825.42	(4,174.58)
Spray/Pruning	1,500.00	2,461.04	961.04
Water System Repair	5,000.00	7,052.50	2,052.50
Rock Work in Weirs	1,200.00	-	(1,200.00)
Replacement Work, 10 trees	1,000.00	80.67	(919.33)
<b>Subtotal</b>	<b>37,700.00</b>	<b>34,419.63</b>	<b>(3,280.37)</b>
<b>Total Expenses</b>	<b>47,450.00</b>	<b>40,041.45</b>	<b>(7,408.55)</b>
<b>Surplus (Deficit)</b>	<b>-</b>	<b>5,560.72</b>	<b>5,560.72</b>

# ALAMEDA SOUTHRIDGE I OWNER'S ASSOCIATION INC.

## Proposed 2014 Budget

### Revenues

Dues	53,645.00
Water Reimbursement	1,000.00
<b>Total Revenues</b>	<b>54,645.00</b>

### Expenses

Management	6,000.00
Insurance	1,350.00
Taxes/Legal/Accounting	600.00
Electrical	800.00
Water	3,000.00
General Administration	1,300.00
Miscellaneous	1,500.00
<b>Subtotal</b>	<b>14,550.00</b>

Grounds Maintenance	
Contract Maintenance	30,000.00
Spray/Pruning	2,500.00
Water System Repair	5,000.00
Rock Work in Weirs	1,200.00
Replacement Work, 10 trees	1,000.00
<b>Subtotal</b>	<b>39,700.00</b>

**Total Expenses**                      **54,250.00**

**Surplus (Deficit)**                      **395.00**

Adopted by the Board of Directors - October 9, 2013

# BALLOT

For the ELECTION of

BOARD OF DIRECTORS

ALAMEDA SOUTHRIDGE I OWNER'S ASSOCIATION

(Vote for Nominees and/or Write In Candidates)

November 14, 2013

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Ms. Laura Stull Kaczmarek

Mr. Ken Mompelier

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NOTE: Dave Medeiros, Frank Vasquez and Dr. Imran Raza will continue their current term through 2014.