Limberlost Terrace I Improvement Association
Annual Meeting Minutes
4299 N Limberlost Place
October 17, 2026
9:30 AM
Homeowners' Association Information
Email: ltiaone@gmail.com
Website: https://www.limberlostterrace.com/

Board Members Present:
Waunita Moon, Vice President/Director
Trisha Wade, Secretary/Director
Peggy DeLuca, Treasurer/Director
Ernie Markowitz, Director

Board Members Absent:
Ryan Price, President/Director

Others Present:
Rick Ortega, Resident
Mona Ortega, Resident
Della Par, Resident
Melissa Costa, Resident

Call to Order: 9:37 AM

Financial Status and Annual Budget Review

- Fiscal Year Performance and Operating Surplus
    - The association operated strictly within its budget parameters over the past fiscal year, with no major unexpected common area repairs or capital emergencies.
    - The fiscal year concluded with the community ending $28,000 ahead of expenses, exceeding the targeted surplus projection of $23,000 by an additional $5,000.
    - The incoming fiscal year's budget remains substantially consistent with the prior year's framework, targeting an annual net revenue surplus of approximately $30,000.
- Account Balances and Capital Reserve Allocation
    - As of the close of the fiscal year in June and current account balances, the association holds slightly over $60,000 in a Certificate of Deposit (CD).
    - The active CD is set to reach its term maturity on November 13th.

- Between the standard operating checking and regular savings accounts, the association maintains $56,000.
- The board approved moving $15,000 out of regular liquid accounts directly into the maturing CD, bringing the new CD principal balance up to $75,000.
- Transferring $15,000 preserves an operating liquidity buffer of roughly $40,000 to $41,000 between checking and regular savings for routine expenses and operational contingencies.
- All funds accumulated in the CD are specifically earmarked and ring-fenced for the long-term repaving of the community roadway.

- Evaluation of Yield Rates and Financial Institutions
  - Board members reviewed current returns on investment, noting that an initial 3-month CD yielded only approximately $300 in interest earnings before rolling into a 6-month instrument.
  - Members questioned whether higher returns could be realized via alternatives such as high-yield savings accounts or financial institutions offering superior dividend yields.
  - Peggy noted that Ryan investigated options prior to locking in the CD and will re-evaluate market rates over the coming month before the November 13 maturity.
  - Specific financial institutions recommended for comparative rate reviews include Barclays and Ally Bank.
  - The board emphasized that security of principal and zero-risk preservation of capital are mandatory requirements; the association cannot risk any financial loss.

Roadway Asphalt Resurfacing and Maintenance Planning

- Cost Projections and Inflationary Adjustments
  - An updated contractor proposal was acquired to evaluate asphalt paving costs, reflecting substantial cost increases since prior bids.
  - In 2019, the contractor estimates to repave the remainder of the roadway was $101,000.
  - The updated estimate has escalated to $115,000 (with total bids reaching $118,000 when circular turnarounds and ancillary items are factored in).
  - The board projects it will take an estimated two to three additional years of reserve contributions before sufficient capital is accumulated to fully fund the repaving project.

- Circular Driveway Seal Coating and Maintenance Mandates

These notes were taken with Minutes AI (https://myminutes.ai)

- A separate line item in the estimate allocated $3,300 specifically for top coating and sealing the circle area.
- The circle underwent full excavation and repaving approximately three to four years ago but has not received scheduled maintenance coats since.
- The contractor explicitly cautioned the HOA against deferring the circle coating until the main roadway project begins, stating: "Don't wait. You need to get that coated now."
- Although the original intention was to bundle sealing the circle with full road paving to achieve economies of scale, the contractor explained that waiting two to three years would jeopardize the structural integrity of the existing asphalt.
- The contractor pointed out that the circle should technically have received its initial protective seal coat one year after original installation, a maintenance requirement not previously disclosed to the board.
- Board members agreed that ongoing preventative seal coating is essential to protect the asphalt surface from water intrusion, heat degradation, and subbase lifting.
- Action item: The board agreed to proceed immediately with the $3,300 seal coat on the circle.

- Pothole Mitigation and Preventative Maintenance Scheduling
  - The board plans to request that the paving crew patch existing roadway potholes while on-site executing the circle seal coat, allowing the community to limp along until full repaving is viable.
  - Specific areas of concern include severe pavement failure near the end of the roadway and an expanding pothole situated directly adjacent to the island.
  - Mona requested an official preventative maintenance schedule from the asphalt vendor: "When this gets done, or your guy that's going to see about sealing... give us a schedule for us to map it out. We need a schedule on maintenance because no one has ever given us a schedule."
- Infrastructure Coordination and Underground Electrical Lines
  - Resurfacing the road will intersect with failed electrical runs located beneath the street bed leading down to the central island.
  - The asphalt contractor's bid excludes trenching, conduit installation, and electrical rewiring, requiring a separate subcontract.

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- The board decided that when the asphalt is demolished and removed, electrical conduit should be laid beneath the roadbed to restore dead island circuits.
- Action item: Ryan will draft an estimate and work scope for laying underground conduit and pulling new electrical wiring.

Governance, Board Elections, and Management Strategy

- Election of Board Officers
  - Formal voting was executed to install the new slate of HOA officers.
  - Melissa Costa was nominated, voted in, and confirmed as a new board officer.
  - Rosetta Pervan, a new resident within the community, agreed to serve and was confirmed on the board.
  - Board members Waunita Moon, Ryan Price and Trisha Wade continue their service, with two remaining years on their active term.
  - Melissa noted her professional background includes serving ten years on the school board of Southside Community School (a charter school on Tucson's south side), where she gained direct experience overseeing facilities maintenance, vendor bidding, and contract procurement.
- Rejection of Third-Party Property Management Companies
  - The board reaffirmed its commitment to community self-management rather than outsourcing to third-party HOA management companies.
  - Past experiences with management firms proved unsatisfactory; previous property managers charged over $500 monthly simply to conduct weed checks, failed to resolve resident complaints, and demanded complete unilateral control over HOA bank accounts.
  - The board determined that an HOA of this scale can effectively self-govern and that retaining direct oversight of association capital is paramount.
- Community Grounds Inspection Process
  - Property inspections are currently handled by an anonymous resident volunteer who surveys the neighborhood monthly and submits violation rosters to the board.
  - The primary architectural and landscaping issue remains weed eradication and unmaintained front yards.

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Current inspection issues involve wild daisies and blooming desert wildflowers springing up across approximately four residences.

◦ Action item: The board will advise the inspection volunteer regarding wildflower guidelines and consider emailing instructional yard-care reminders to homeowners.

Bookkeeping Duties and Administrative Division of Labor

• Separation of Bookkeeping and Board Roles

◦ Mona clarified statutory rules prohibiting board members from receiving financial compensation for duties executed while serving on the board.

◦ Peggy will step off the governing board to continue serving as the dedicated bookkeeper, allowing her to receive legitimate compensation for her professional services.

◦ Mona stated: "Peggy is going to continue to be the bookkeeper, but because she's on the board, she can't be compensated for it. I do want the new board, when you guys next get together, discuss on how much she needs to be compensated."

◦ Melissa offered to shadow Peggy or pursue formal training/certification courses to ensure redundancy in accounting operations if Peggy ever steps down.

• Distribution of Administrative Responsibilities

◦ Trish will assume the role of Treasurer, taking over operational tasks including collecting checks, executing daily bank deposits, and fielding front-line administrative calls.

◦ Peggy will handle internal ledger balancing, generating delinquent account notices, reconciling bank books, and assembling the annual operational budget.

◦ Formal tax filings and corporate returns will continue to be executed by the HOA's external certified public accounting firm.

◦ Legal counsel status: The association no longer maintains an active general retainer with its past attorney; that attorney recently merged with an established law firm specializing exclusively in HOA legal governance.

Action item: The incoming board will distribute an updated official contact email to all homeowners clarifying the new roster of board members and directing inquiries away from former officers.

These notes were taken with Minutes AI (https://myminutes.ai)

Common Area Facilities, Pool Enclosure, and Storage

- Pool Rules and Operational Hours
    - The board revisited resident requests to extend evening pool operating hours until 10:00 PM.
    - Due to ongoing concerns regarding excessive late-night noise, rowdy gatherings, and the close proximity of residences abutting the pool perimeter, the board declined to extend the hours, maintaining the earlier closure curfew.
- Landscape Contractor Review
    - The board evaluated a newly hired tree-trimming contractor that charged $75 per palm tree, undercutting standard contractor bids of $100 per tree.
    - The cheaper contractor delivered poor quality workmanship, leaving only five fronds on trimmed trees, dumping palm debris across private courtyards (including Della's and Trish's properties), and triggering complaints across 15 participating homeowner properties.
    - Consensus: The association will terminate its relationship with the discount vendor and return to the higher-priced, reputable tree-trimming service previously utilized.
- Pool Cage Maintenance, Plumbing, and Electrical Repairs
    - The interior pole lamp inside the pool enclosure adjacent to the rear wall has rotted at its base and fallen over, currently held in place with makeshift wiring.
    - The abandoned underground gas line located at the pool cage exhibits extreme exterior rust and corrosion at its lower base; it requires professional capping or excavation by a licensed plumber.
    - Restroom plumbing: An active water leak was identified around the base of the open restroom toilet, indicating the need for a wax ring replacement or internal tank rebuild.

      Restroom utilization: The secondary restroom has historically been locked and utilized strictly for chemical and equipment storage. The board determined that opening both restrooms is necessary during community events and private parties to prevent attendees from urinating in exterior pool corners.
    - Party accountability: Discussions reviewed a recent large party where tenants left the pool facilities soiled; after board notification the following morning, the host returned and thoroughly pressure-washed the restrooms and decking.
- Weatherproof Storage Shed Acquisition

These notes were taken with Minutes AI (https://myminutes.ai)

- To free up the second restroom and remove clutter from private garages, the board proposed purchasing an exterior storage shed (such as a Tuff Shed).
- The shed must provide complete water-tight seal integrity to safeguard delicate pool sanitation chemicals from moisture exposure.
- Location decision: The board agreed to install the shed on the exterior side of the pool cage wall to maintain aesthetic sightlines.

- Trespassing and Perimeter Security
  - The board noted that summer trespassing had dropped to only one documented incident this season, a substantial improvement over prior years.
  - A trespassing individual was successfully escorted off the property by residents Rick and Tyler.
  - Members attributed this reduction to the security surveillance camera focused directly onto the locked perimeter access gate, alongside city cleanup efforts and rip-rap sharp stone landscaping installed at nearby commercial properties (e.g., Fort Lowell and Stone).

Neighborhood Infrastructure and Municipal Developments

- Surrounding Property Developments and Homeless Housing
  - The vacant desert parcel situated directly adjacent to the apartment complex is slated for private redevelopment, likely for townhome construction.
  - City notices were recently mailed inviting neighborhood input regarding

    proposed municipal sites for homeless housing initiatives. The board noted that the larger Limberlost Neighborhood Association is actively monitoring these proposals.

- City Street Resurfacing Delays
  - Major municipal street repaving originally planned for 2026 has been officially postponed by the city until 2027.
  - Ongoing utility and electrical prep work, ADA wheelchair ramps, and feeder street paving have been actively progressing.
  - Residents highlighted vehicle damage caused by local roadway deterioration, with Speaker E reporting cracked motor mounts on their BMW requiring garage repair. Drivers are currently rerouting through Wetmore and Limberlost/Neffson to avoid severe potholes.

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Long-Term Spa Restoration and Pool Heating Analysis

- Discontinued Spa Equipment Disposal
    - Three decommissioned spa pump motors currently stored inside the spare bathroom are obsolete, fail modern municipal building codes, and cannot legally be connected to a commercial or semi-public facility.
- Spa Re-engineering and Structural Feasibility
    - Restoring the non-operational spa will require comprehensive plumbing replacement, new electrical conduit, and equipment upgrades.
    - Shell alternatives discussed include re-pouring concrete, installing a drop-in fiberglass shell, or installing a self-contained above-ground spa.
    - Regulatory considerations: Because the HOA pool is legally designated as a semi-public commercial facility by the city/county health department, the spa cannot be powered off intermittently; municipal code mandates continuous 24/7 circulation, filtration, heating, and chemical sanitation.
    - Accessibility and safety: Above-ground or drop-in designs require ADA compliant handicap accessibility lifts, secured lockable safety covers to prevent child entrapment, and automated water-level auto-fill devices to withstand rapid desert evaporation.
    - The board decided to form a dedicated study group to research code requirements, installation bids, and lifetime warranty specifications.
- Pool Heating Infrastructure and Winter Maintenance
    - Winter pool closure vs. heating: Even if unused during colder winter months, the pool cannot simply be covered and neglected. County environmental health regulations require year-round water balancing, sanitation, regular health inspections, and oversight by a certified pool manager (Mona noted their pool manager certification is currently up for renewal).
    - Approved commercial safety pool covers that satisfy city drowning prevention standards represent an investment of several thousand dollars.
    - Heating options: Heating the pool previously required gas line extensions across the pool yard to the mechanical room, historically estimated at $8,000. The board will evaluate whether gas heating or commercial electric heat pumps offer the most cost-effective solution.

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    - Historical precedent: Prior boards limited pool heating strictly to the holiday months of November and December for Thanksgiving and Christmas family gatherings, shutting heaters off through late winter to conserve budget capital.

- Historical Pool Shell and Decking Renovations
    - Members reviewed prior renovations, noting that the pool deck was repainted in recent years at a cost exceeding $2,000.
    - When the pool shell was last drained, retiled, and replastered, contractors discovered the previous plaster had been layered up to six inches thick over multiple unstripped renovations, contrasting sharply with the standard one inch finish application over Gunite.

Adjournment: 10:50 AM

Submitted by: Trisha Wade

These notes were taken with Minutes AI (https://myminutes.ai)