

THE THUNDERBIRD CONDOMINIUMS

BOARD MEETING MINUTES

August 17, 2022

Members Present: Rudy Plasencio, Lupita Provencio, Josie Godinez, Gabriel Acuna, Lulu O'Leary (Stephen Schlett came later)
Properties: Bert Maldonado
Others Present: Jesse Serna, Helen Diaz, Gloria Espinosa, Douglas Scheiner, Blanca Murguia, Charles Rodriguez and Sandra Rodriguez

Call to Order: Meeting was called to order at 5:35 by Rudy Plasencio.

Agenda: 2 additions were added to the agenda: New Business and Old Business.

Minutes: Minutes were approved by Josie and seconded by Lulu.

Managers Report:

- Updating office procedure manual
- Updating Thunderbird Welcome packet.
- Developing a preventive maintenance list on the chiller is pending with AM Refrigeration.

Monthly Inspections:

- Frontier Roofing – Report still pending
- Aggies Pest Control

Billing:

- Farmers Insurance yearly premium went up from \$22,528.00 to \$26,772.00

Work orders/projects:

- All drains and condensation lines were cleaned
- New Pool vacuum is pending.
- Electrical problem has occurred in Guest Room – Work order is still pending
- C3 and C4 pipes were clogged
- D11 and D10 filters were changed.
- A3 kitchen faucet was clogged due to water shut off in Bldg. A.
- Water pipe was leaking in C4
- Condo A4 HVAC was humming and making noise in the closet.
- All items have been removed from the storage on the 3rd floor, of Bldg. A.
- Hallway lights have been replaced in Bldg. D.
- Removal and trimming of trees in courtyard was completed by Yard Dogs. Tree root is still pending for removal.
- New schedule has been developed by Victor Gonzalez, concerning the extra duties of cleaning and maintaining the interior of all buildings. Management is seeking approval for a wage increase and authorization of the new schedule from the board.
- Management is requiring approval from the board to shampoo the carpets on a Saturday and also requesting new uniforms for the maintenance personnel.

Demand Letters/Notices:

- A8 Steve Carvalho, 30 day notice is due on the storage. Requesting procedures from the board to remove all items.
- Requesting to file liens from the board on the following condominiums: A-8; A-11 and E3/5.

Condominiums for Sale:

- E3/5 Jesus Gutierrez is selling for \$200k.
- B2 is for sale. Selling price?

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Actions:

- All ballots were sent and mailed in July. We have received only 10 back. Owners don't want to vote or run for the board. Sandra Rodriguez is off the ballot list and Douglas Schneir confirmed that he wants to run for the Board.
- Charles announced that they have sold their place and they have moved out. He thanked everybody for their help and support. We also thanked him and Sandra for their contribution to our community.

Call to Owners:

- Jesse Serna and Bert will verify with AM Refrigeration what equipment we have in existence and prepare a preventive maintenance schedule for the boilers, chillers, water valves, water pumps, etc. Victor needs to check the pressure of the boilers and chillers weekly. Rudy made a motion to form a Maintenance Committee supervised by Jesse Serna, seconded by Lulu. Jesse suggested contacting Eduardo Murguia and asks him to be part of the committee.
- Jesse suggested having more committees on maintenance, landscape, financials, etc. to help the board and management.
- Meeting was suggested to be at 4:30 pm.
- Bert and Victor will go to unit B8 and check on the A/C unit as it is leaking into B2, some damage was done to the roof and wall in B2.
- Management is requesting a raise for Victor and Ricardo; each will get \$1.00 up. Victor from \$15.00 to \$16.00 and Ricardo from \$12 to \$13.00. Josie made a motion to approve the raise and Rudy seconded it. This raise will include the cleaning of all the buildings.
- It was approved that Victor and Ricardo will shampoo the carpets during normal working hours. If this works, we'll have them shampoo the carpets quarterly. We'll be renting a carpet cleaning machine. (Doug will check on renting a shampoo cleaning machine or buy a new one.
- It was approved to buy 3 shirts with their names embroidered for the maintenance staff. Blue will be the color. Douglas will look into it
- The plastic from the stairs in bldg C needs to be removed.
- There is a piece of furniture outside the door in F12. Management will ask the owner to put it inside her unit.
- The form of payment for the insurance premium for 2023 was discussed. It will be added to the HOA's. Bert will check with Sheldon on the amount to be paid and Douglas will check with the lawyer if we can pay it monthly. Bert will check with Dana when to start if in September or in January.
- We need to file a lean on E3/5 and on A8/ and A11. Douglas will talk to the lawyer and check on the status. Bert will coordinate with Douglas and with Helen on the delinquency.

Meeting was adjourned at 7:00 pm

Maria L. O'Leary
Secretary

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