

PALM VALLEY COMMUNITY ASSOCIATION
Board of Director Meeting
January 22, 2020
Open Session

The Board of Directors Open Session meeting was held at Palm Valley Community Center, 14145 W. Palm Valley Blvd., Goodyear AZ 85395.

Board Members Present: Leif Nygaard, Ron Huston, Jennifer Neal, Thomas Hyslop, Madeline Mitchell, Barbara Bosson and Sally Moore

Board Members Absent: None

Management Present: Community Manager Susie Lumley, FirstService Residential

Homeowners Present: Libby Mantz, John Black, Gary Lippert, Patti Phillips, James Laurent, Dave Fleming, Brenda Brooks, Neil Bray, Reggie & Brooke Christianson, Nancy Burton, Tony Vega, Dave & Ann Guthrie, Charles Gray and Randy Dallas

I. Call Meeting To Order

- A. President Leif Nygaard called the meeting to order at 7:03 P.M.
- B. **MOTION** by Leif Nygaard to approve the agenda with the addition of item 1.B. Introductions, and the addition of September 2019 to item II.B. Seconded by Thomas Hyslop. Motion passed unanimously.
- C. Board members and management introduced themselves to the membership in attendance and thanked the homeowners for coming out to the meeting.

II. Consent Agenda

- A. Approval of the October 23, 2019 Meeting Minutes.
- B. Acceptance of September, October and November 2019 financial statements.
- C. **MOTION** by Thomas Hyslop to approve the consent agenda as listed above. Seconded by Leif Nygaard. Motion passed unanimously.

III. Organizational Meeting

- A. **MOTION** by Thomas Hyslop to elect officers for 2020 as stated below. Seconded by Jennifer Neal. Motion passed unanimously.
 1. President – Leif Nygaard
 2. Vice President – Thomas Hyslop
 3. Treasurer – Ron Huston
 4. Secretary – Jennifer Neal
- B. The Board reaffirmed the Board Member Code of Conduct for 2020 and all Board Members signed the Code of Conduct.

IV. Call to the Public - Open Forum

- A. Homeowner Patti Phillips requested the board consider a restriction for short term rentals. *Response: management will obtain a legal opinion regarding options for adding such a restriction and add the topic to a future meeting agenda for Board discussion.*
- B. Homeowner Charlie Gray brought up the following: 1) concern about cars parked on the street facing the wrong direction and parking in front of neighboring homes, 2) south side of Palmilla looks trashy from recent construction, 3) 5th wheel parked in a rear yard visible from Dysart. *Response: 1) letters are sent for overnight street parking, if an owner gets a violation letter for a vehicle they do not own,*

they can report this to management so the letter can be redirected to the appropriate neighbor. 2) Management is aware of construction debris and is in the process of preparing a punch list for the city and the contractor. 3) Management is aware of this and the homeowner has been approved to build an RV garage in the rear yard which will house the 5th wheel when construction is completed.

- C. Homeowner Libby Mantz asked the Board to consider suspending the monthly Palmilla gate opening during the summer months and holidays. *Response: Currently the gate is open the last Saturday of each month, which was put in place several years ago as a result of a homeowner request to have the gate open every weekend. The Board will consider a way to reach out to all Palmilla owners to pose the question of changing the gate hold open schedule.*
- D. Homeowner Randy Dallas expressed concerns relating to being a trustee of estate. *Response: It was determined that the property in question is located in Palm Valley Phase IV, so the homeowner will reach out to the Phase IV Board.*

V. Manager Report

A. Administrative Report

- 1. 7 resale disclosures for the period 12/15/19 – 1/15/20
- 2. 18 new owners recorded for the period 11/15/19 – 1/15/20
- 3. 98 phone calls from homeowners logged for the period 12/15/19 – 1/15/20
- 4. 14 violation letters issued for the period 12/15/19 – 1/15/20
- 5. Mass communication email sent to all owners and residents regarding bulk trash schedule and Christmas tree disposal.
- 6. Annual meeting minutes provided to the Board to review for accuracy. The minutes will be officially approved at the next annual membership meeting.
- 7. 2019 record of resolutions provided to the Board.
- 8. 2020 billing statements were sent to all owners.

B. Physical Property Report

- 1. General
 - a Common area tree trimming is planned for February/March.
 - b **MOTION** by Leif Nygaard to authorize Ron Huston and management to coordinate tree trimming within the budgeted amount. Seconded by Barbara Bosson. Motion passed unanimously.
- 2. Master Common Areas:
 - a Annual backflow testing and repairs were completed.
- 3. Desert Greens Area:
 - a Quarterly pest control service completed in the park.
 - b New bench, table and trash receptacle on order.
- 4. Horizons Common Areas:
 - a Quarterly pest control service completed in the park.
- 5. Fairways Common Areas:
 - a Replaced telephone entry keypad.
 - b Streets were swept January 2nd and 16th.
- 6. Palmilla Common Areas:
 - a Streets were swept January 16th.
 - b Monthly inspection and cleaning of the play equipment was completed.
 - c Quarterly pest control service completed in the park and pool area.
 - d 2 x/wk pool service

VI. Old Business

- A. Homeowner Follow Up from Previous Meeting – None this period.

VII. New Business

- A. Review/Reaffirm Committees for 2020
 1. **MOTION** by Sally Moore to reaffirm the Committee Policy as presented. Seconded by Leif Nygaard. Motion passed unanimously.
 2. **MOTION** by Sally Moore to reaffirm Committee Guidelines for standing committees and appoint Committee Chairmen as stated below. Seconded by Leif Nygaard. Motion passed unanimously.
 - a Architectural Committee – Thomas Hyslop
 - b Finance Committee – Ron Huston
 - c Landscape Committee – Ron Huston
 - d Palmilla Pool Committee – Jennifer Neal
 3. **MOTION** by Sally Moore to appoint Madeline Mitchell to the Ad-hoc Improvement Committee. Seconded by Leif Nygaard. Motion passed unanimously.
- B. Insurance Renewal
 1. The Board does not plan to bid insurance this year as long as the premium is within the budgeted amount.
- C. Homeowner Mailing
 1. The Board authorized post card mailing to all owners with the 2020 meeting schedule, website reminder and management contact information.
 2. The Board resolved not to mail informational magnets at this time, but to include the information with the new owner welcome letters.

VIII. Committee Reports

- A. Architectural Committee Report
 1. The committee reviewed submittals electronically for the months of November & December 2019.
 2. The Committee continues to follow up house paint violations.
 3. The committee meets the 4th Monday of the month on an as-needed basis. Next meeting is planned for Monday, February 24, 2020, 3:00 P.M. at Palm Valley Community Center.
- B. Finance Committee Report
 1. The Committee reviews financial statements electronically and meets on an as-needed basis.
 2. Next meeting is planned for February/March to review 2019 year end financials.
- C. Landscape Committee Report
 1. Committee will meet in February/March to look at spring plantings.
- D. Palmilla Pool Committee Report
 1. Pool service this month is 2x/week.
 2. The pool heater will be turned on mid-February and remain heated until the water is warm enough to swim.
 3. The Committee meets on an as needed basis.

IX. 2020 Planning & Goals Meeting

- A. The Board reviewed 2019 goals and accomplishments.
 1. Continue to improve aesthetics of the community
 - i. Per reserve study, completed granite replenishment for Desert Greens, The Fairways and Palmilla Lakes, ordered new park furniture for Desert Greens and painted park components in Desert Greens.

- ii. Also made improvements not called for in the reserve study such as landscape enhancements at the Thomas monument sign, repair of sidewalk trip hazards in Palmilla, skinning of palm trees, view fence replacement in Desert Greens park and the south end of Palmilla walk path, added hopscotch in Desert Greens park, and annual tree trimming and plant replacement.
2. Consider Safety & Security
 - i. Considered lighting for Desert Greens park but decided against
 - ii. Reviewed recommendation from the Ad-hoc Surveillance Camera Committee and followed the recommendation not to add a community wide surveillance system.
 - iii. Considered what more the Association can do with challenged properties on the golf course and reported to homeowners at the April 2019 meeting.
 - iv. Doubled night patrols during the months of October 2019 through January 2020.
 3. Continue to Improve Communication
 - i. Considered electronic ballots for the 2019 annual meeting and decided to pose a question regarding electronic communication on the 2019 homeowner survey instead.
 - ii. Increased the number of homeowner email addresses on file from 1146 in Jan 2019 to 1206 in Jan 2020.
 - iii. Regularly posted information on the association website for homeowner access.
- B. The Board reviewed 2019 homeowner survey results.
1. 114 homeowner survey responses received, 9% of the community
 2. Majority of respondents feel CC&R/Rule Enforcement is adequately enforced.
 3. Majority of respondents feel interactions with the management company have been mostly positive.
 4. Majority of respondents have had no direct contact with the Board.
 5. Majority of respondents (56%) do not prefer electronic communication.
 6. Majority of respondents have positive feelings toward the HOA.
 7. Only 26% of respondents expressed concern regarding safety/security.
- C. The Board set goals for 2020 as follows:
1. Continue to improve aesthetics of the community
 - i. Maintain assets as outlined in the reserve studies
 2. Continue to improve communication
 - i. Conduct homeowner survey in 2020
 - ii. Continue to post information regularly on the association website
 - iii. Continue to direct homeowners away from the nextdoor website. Note: The Association will no longer have a representative reviewing and responding to posts on nextdoor.
- D. The Board reviewed the 2020 Planning Calendar
1. Change the annual meeting date to December 2, 2020
 2. Move gate contract review to September 2020
- E. Review/Discuss Manager Reporting Methods
1. Continue reports as is, with the addition of parking patrol report summary with the monthly management report.
 2. Look into the possibility of reporting email volume/responses.

X. Adjournment

A. Announcement of Next Meeting Date:

1. Next meeting is scheduled for Wednesday, February 26th, 2020, 7:00 P.M. at Palm Valley Community Center.

B. **MOTION** by Leif Nygaard to adjourn the meeting at 8:33 P.M. Jennifer Neal seconded. Motion passed unanimously.

Respectfully submitted, Susie Lumley, Acting Recording Secretary