

PALM VALLEY COMMUNITY ASSOCIATION
Board of Director Meeting
January 23, 2019
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, Tom Jones, Brenda Brooks, Thomas Hyslop and Madeline Mitchell

Board Members Absent: None

Management Present: Community Manager Susie Lumley, FirstService Residential

Homeowners Present: Libby Mantz, Barbara Bosson, Hugh & Dawnelle Shepard, Alan Feinerman, Stan & Nancy Smith, Murray & Caroline Goertzen, Dawn Conley and Edwin & Patricia Aranzaens

I. Call Meeting To Order

A. Vice President Leif Nygaard called the meeting to order at 7:00 P.M.

B. **MOTION** by Brenda Brooks to approve the agenda as presented. Seconded by Thomas Hyslop. Motion passed unanimously.

II. Consent Agenda

A. Approval of the October 24, 2018 Meeting Minutes.

B. Acceptance of September and October 2018 financial statements.

C. **MOTION** by Leif Nygaard to approve the consent agenda as listed above. Seconded by Brenda Brooks. Motion passed unanimously.

III. Organizational Meeting

A. **MOTION** by Tom Jones to elect officers for 2019 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 – Brenda Brooks

B. **MOTION** by Brenda Brooks to reaffirm the Board Member Code of Conduct. Seconded by Jennifer Neal. Motion passed unanimously.

IV. Call to the Public - Open Forum

A. Homeowner Barbara Bosson asked on behalf of James Laurent, when the Surveillance Camera Committee will meet again. *Response: there has been difficulty coordinating committee member schedules to meet. Management will try to coordinate a meeting in February.*

B. Homeowner Libby Mantz reported vehicles in Palmilla Lakes are parking on the shared driveways overnight. *Response: Management will remind the patrol company to tag vehicles parked on the shared driveways.*

C. Homeowner Alan Feinerman inquired about lighting at Desert Greens playground. *Response: Management will invite Mr Feinerman to attend the Desert Greens Committee meeting planned for first quarter 2019.*

- D. Homeowners Stan & Nancy Smith explained they are golf lot owners that get a lot of water overspray from the golf course onto their rear yard fence causing damage to the fence and wall. They would like to see the Association act as advocates on behalf of the homeowners with regard to this issue.
Response: The Board will set aside time at a future meeting to consider what more the Association can do with challenged properties on the golf course.

V. Manager Report

A. Administrative Report

1. 8 resale disclosures for the period 12/15/18 – 1/15/19
2. 19 new owners recorded for the period 11/15/18 – 1/15/19
3. 109 phone calls from homeowners logged for the period 12/15/18 – 1/15/19
4. 37 violation letters issued for the period 12/15/18 – 1/15/19
5. 1 mass communication email sent for the period 12/15/18 – 1/15/19
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. 2018 record of resolutions provided to the Board.
8. 2019 billing statements were sent to all owners.

B. Physical Property Report

1. General
 - a Common area tree trimming is planned for February.
 - b **MOTION** by Leif Nygaard to authorize Ron Huston and management to coordinate tree trimming within the budgeted amount. Seconded by Brenda Brooks. Motion passed unanimously.
2. Master Common Areas:
 - a Repaired small hole in the wall along Palm Valley Blvd across from Cambridge Ave.
 - b Repaired wall behind 13333 Roanoke due to damaged caused from HOA tree root.
 - c Work order to check wall on Encanto reported by a homeowner as coming apart.
3. Desert Greens Area:
 - a Quarterly pest control service completed in the park.
 - b Painted the shade structure in the park area.
4. Horizons Common Areas:
 - a Quarterly pest control service completed in the park.
 - b Painted block walls and shade structure in the park.
5. Fairways Common Areas:
 - a Repaired iron in the back and painted the wrought iron at the entry and back of The Fairways.
 - b Streets were swept January 3rd and 17th.
6. Palmilla Common Areas:
 - a Preventative maintenance work order for replacement of battery back-up and cracked open limit cam at entrance curb, cracked limit cam at exit median, and re-weld exit curb operator where control arm meets collar.
 - b Streets were swept January 17th.
 - c Monthly inspection and cleaning of the play equipment was completed.
 - d 2 x/wk pool service
 - e Completed landscape enhancements in and around the pool area.
 - f Maricopa County pool inspection 1/11/18 – violation for glass containers found in the trash receptacle inside the pool area. Mass communication email was sent to Palmilla Lakes owners and residents advising of this violation and potential consequences for repeat violations.

7. Golf Course Maintained Areas:

- a Requested the golf course remove weeds in golf course maintained areas along both sides of Palmilla Blvd.

VI. Old Business

A. Homeowner Follow Up from Previous Meeting

1. None this period.

B. Homeowner Survey

1. The Board would like to send a homeowner survey this year electronically through the website.
2. Management to provide the board with survey questions asked in the past. Board members will review and at a future meeting consider questions to be asked on the 2019 survey.

VII. New Business

A. Review/Reaffirm Committees for 2019

1. **MOTION** by Brenda Brooks to reaffirm the Committee Policy as presented. Seconded by Jennifer Neal. Motion passed unanimously.
2. **MOTION** by Leif Nygaard to reaffirm Committee Guidelines for standing committees and appoint Committee Chairmen as stated below. Seconded by Brenda Brooks. 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. The Board requested an additional volunteer for the A-Frame Sign Committee. Homeowner Hugh Shepard volunteered.
 - a **MOTION** by Jennifer Neal to appoint Hugh Shepard to the A-Frame Sign Committee. Seconded by Thomas Hyslop. Motion passed unanimously.

B. Insurance Renewal

1. The Board directed management to bid insurance.

C. Homeowner Mailing

1. The Board authorized post card mailing to all owners with the 2019 meeting schedule, website reminder and management contact information.

VIII. Committee Reports

A. Architectural Committee Report

1. The committee reviewed submittals electronically for the months of November & December 2018.
2. The Committee continues to follow up house paint violations and front yard tree violations.
3. The committee meets the 4th Monday of the month on an as-needed basis. Next meeting is planned for Monday, January 28, 2019, 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 2018 year end financials.

C. Landscape Committee Report

1. Committee will meet in February to look at specifics regarding Thomas monument landscape enhancement and 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. Landscape enhancements were completed in and around the pool area.
4. The Committee is looking into new lighting in and around the pool area.
5. The Committee meets on an as needed basis.

IX. 2019 Planning & Goals Meeting

A. The Board reviewed 2018 goals and accomplishments.

B. The Board set goals for 2019 as follows:

1. Continue to improve aesthetics of the community
 - i. Maintain assets as outlined in the reserve studies
2. Consider Safety & Security
 - i. Consider lighting for Desert Greens park
 - ii. Get a recommendation from the Surveillance Camera Ad-hoc Committee
 - iii. Consider what more the Association can do with challenged properties on the golf course
3. Continue to improve communication
 - i. Conduct homeowner survey
 - ii. Continue emphasis on electronic communication
 - (a) Consider annual meeting ballots to be sent electronically
 - (b) Consider stat reports from the website
 - iii. Support individual neighborhood engagement and outreach methods

C. The Board reviewed the 2019 Planning Calendar

D. Board Members will review weekly and monthly reports provided by management and discuss at the February meeting any requests for changes in reporting methods.

X. Adjournment

A. Announcement of Next Meeting Date:

1. The Board will adjourn into executive session immediately following this meeting to discuss items under A.R.S. 33-1804 Sections A.1, 2 & 3.
2. Next meeting is scheduled for Wednesday, February 27th, 2019, 7:00 P.M. at Palm Valley Community Center.

B. **MOTION** by Leif Nygaard to adjourn the meeting at 8:30 P.M. Jennifer Neal seconded. Motion passed unanimously.

Respectfully submitted,

Susie Lumley
Acting Recording Secretary