

# PALM VALLEY COMMUNITY ASSOCIATION

## Board of Directors Meeting

April 26, 2022 5:00 PM  
Holiday Inn & Suites  
1188 N Dysart Rd  
Goodyear, AZ 85395

### MINUTES

#### Directors Present

Ronald Huston Trust - Treasurer  
Jennifer Neal - Vice President  
Thomas Hyslop - President  
Madeline Mitchell - Director  
Barbara Bosson - Secretary  
Sara Moore - Director  
James Bluemer - Director

#### Directors Absent

None

#### Additional Attendees

Homeowners Present: Wells, Kaivo, Underwood, Mantz, Al Lopes, Parre, Hunter Montgomery, Gary Lippert, Ken Rittenhouse, Marsha Conrad, Agata Nicols, Olivia Makavenko, Rick Howell, Nancy Burton, Chris Poole, Ken Nichols, Bill O'Brien, Jim Laurent, Kim Ransom, John & Sue Black, John Jones and Ron Quillen  
Management Present: Susie Lumley, Community Manager, FirstService Residential

## I. CALL TO ORDER

President Thomas Hyslop called the meeting to order at 5:01 P.M.

The Board and management introduced themselves.

## II. CONSENT AGENDA ITEMS

#### Resolved

To approve the February 22, 2022 meeting minutes and accept the January and February 2022 financial statements.

**Motion:** Barbara Bosson

**Second:** Sara Moore

▶ **Resolved**  
*The motion passed unanimously*

## A. MINUTES

## **B. FINANCIALS**

### **III. HOMEOWNER FORUM**

1. Homeowner John Jones expressed concern regarding a neighbor who continues to park in the front yard. *Response: Management confirmed several notices have been sent to the homeowner and violation notices and fines will continue until the activity ceases.*
2. Homeowner Ron Quillen said it seems a lot of his neighbors have received letters regarding rear yard golf lot view fence maintenance. He also inquired about a man that stopped and took a photo of his neighbor's yard. Ron asked if military flags are allowed. *Response: An inspection of rear yard golf lot view fences was conducted resulting in many letters requesting maintenance be completed by September 1, 2022. An email was sent to all golf lot owners in advance of the notices. The association employs a woman to conduct violation tours and has no knowledge of a man who stopped to take a photo of the neighbor's yard. Per the Design Guidelines, the following flags may be displayed: The United States flag, the Arizona state flag, the flag of the United States Army, Navy, Air Force, Marine Corps, or Coast Guard, the POW/MIA flag, an Arizona Indian Nations flag, or the Gadsden flag. Flying of any other flag requires prior architectural committee approval.*
3. A homeowner asked if there is an employee of the association by the name of Jen or Jenny that drives a black Toyota 4-Runner and lives in the community. *Response: no person fitting that description works for the association or management.*
4. A homeowner told the board the new monument sign lights look very nice. *Response: the Board thanked the homeowner for the feedback.*
5. Homeowner Cecilia Lopez expressed concerns about parking issues on Monte Vista day and night and sometimes blocking her own driveway. *Response: It was explained that overnight street parking (midnight to 5am) is prohibited. The association contracts with a security company who patrols 2 random nights per week and violation notices are sent as a result of each patrol. The homeowner is advised to contact Goodyear PD if a vehicle is parked blocking access to her driveway.*
6. Homeowner Bob Darre asked how many homes are in the community. *Response: There are 1297 single family homes in our community, Palm Valley Community Association aka Palm Valley Phase I. The community encompasses all of the single family homes located between Thomas Rd and McDowell Rd and Dysart Rd and Litchfield Rd.*
7. Homeowner Agata Nicols requested a copy of the meeting minutes and financial statement. She expressed concerns regarding common area landscaping service. She expressed concerns regarding the landscaping on 135th Drive at the back half of The Fairways. *Response: Management will send a copy of the minutes and financial statement to the homeowner. The area of concern mentioned on 135th Drive is homeowner responsibility and management will follow up with the homeowner.*
8. Homeowner Libby Mantz asked about responsibility for Palmilla Blvd outside the Palmilla gate where the pothole is and asked if food trucks are allowed. *Response: the Board is reviewing a proposal tonight for repair of the pothole. Food trucks are not allowed and a violation letter has been sent for a food truck in Palmilla.*
9. Homeowner Ken Rittenhouse expressed concern about his mailbox that was broken into 10 weeks ago and still has not been replaced. Ken suggested violation letters be sent electronically instead of by mail. *Response: Mailboxes are owned and maintained by United States Postal Service. Currently all violation notices are sent first class mail.*
10. Marsha Conrad said she is having difficulty finding a vendor to perform view fence maintenance. *Response: management will check with SFM regarding availability to service Palm Valley homeowners and suggested Marsha check with neighbors to see who they have used and possibly reach out through the nextdoor app.*

11. Homeowner Hunter Montgomery said he recently got a violation fine for his daughter's car parked on the street overnight while she was visiting. He also expressed concern regarding legal letter fees being too excessive. *Response: Homeowners can request a temporary overnight parking variance for guests through the association website at [www.PalmValleyPhase1HOA.com](http://www.PalmValleyPhase1HOA.com). Legal notice fees are incurred when an assessment is past due and collection efforts are required. Assessments should be paid on time to avoid legal notice fees. If a homeowner is experiencing difficulty they should contact the association prior to the assessment due date to coordinate a payment plan or extension.*
12. Homeowner Chris Poole asked about the bricks that were removed around the mailboxes in The Horizons and if they would be replaced once the mailboxes are replaced. Chris also asked if the damaged brick at the east Encanto monument sign can be repaired. *Response: The brick structure around the mailboxes had to be removed to allow USPS access to the mailboxes. There is no plan to replace the brick structure as it impedes USPS access. Management will look into repair of the Encanto monument sign brick.*
13. Homeowner Olivia Markaranko suggested future meetings be held via zoom. *Response: the Board considered zoom and in person meeting options and resolved to conduct the meetings in person for the time being.*
14. Homeowner James Laurent asked if it is allowed to fly another state flag in the front yard, other than Arizona. *Response: The flying of any flag not on the approved flag list requires prior architectural committee approval.*
15. Homeowner Kimberly Ransom asked how many full-time owners live in Palm Valley. Kimberly also expressed concern that the post office took 3 weeks to replace her mailbox key. *Response: The number of full-time owners is not known. The association has no control over USPS.*

#### **IV. MANAGEMENT REPORT**

##### **Administrative Report:**

- A. 160 calls logged in the month of March 2022
- B. 19 new owners recorded 2/1/21 – 4/1/22
- C. 233 violation letters issued in the month of March 2022
  - 462 First Notices
  - 87 Fine Notices
  - 12 Enter Premises Notices
- D. Management is working with City of Goodyear regarding wall damage on Palm Valley Blvd due to city owned trees.

##### **Physical Property Report**

- A. 2022 tree service project is underway as of April 21st and will be completed over the next couple of weeks.
- B. Street sweeping service is performed in The Fairways the 1<sup>st</sup> & 3<sup>rd</sup> Thursday of the month and in Palmilla the 3<sup>rd</sup> Thursday each month.
- C. Palmilla Lakes pool service is performed 3 times per week. Maricopa County conducted a recent inspection of the pool area and found no violations.
- D. Playground service is conducted monthly in Palmilla and quarterly in Desert Greens & Horizons.
- E. Requested a proposal from CertaPro to paint Fairways entry.
- F. Work Orders this period included:
  1. Backflow repairs.
  2. Replaced stolen photo cell at the McDowell monument lights.
  3. Repaired irrigation leak in a valve box in Palmilla

G. Last Thursday night the community was tagged with graffiti on 3 of the monument signs and on Palm Valley Blvd. Management filed a police report and contacted CertaPro Painting for a bid to paint the monument signs. Due to fading, a repaint of the monument signs will give a much better result than touch up of the graffiti areas. Also, per the reserve study repainting of the monument signs is scheduled for this year.

### Resolved

To approve the proposal from CertaPro Painting to paint over graffiti on Palm Valley Blvd and repaint the 3 monument signs that have graffiti at a cost of \$3,425.

Additionally, to approve the proposal from CertaPro Painting to paint the other 4 monument signs at the same time, at an additional cost of \$3,880.

### First Motion

Note: CertaPro will provide the stencils to management for storing in the Palmilla pool storage room after painting is completed.

**Motion:** Sara Moore

**Second:** Jennifer Neal

▶ **Resolved**  
*The motion passed unanimously*

### Second Motion

To file an insurance claim for the graffiti damage with the association's insurance provider for damages in the amount of \$3,425.

**Motion:** Ronald Huston Trust

**Second:** James Bluemer

▶ **Resolved**  
*The motion passed unanimously*

## V. OLD BUSINESS

### A. FAIRWAYS MONUMENT LIGHTS

#### Resolved

To approve the proposal from Sunsation Electric to run new wiring and conduit to The Fairways monument signs and replace the fixtures with new LED fixtures at a cost of \$4750 to be paid from The Fairways reserve account.

**Motion:** Sara Moore

**Second:** Barbara Bosson

**AYEs:** James Bluemer, Barbara Bosson, Jennifer Neal, Sara Moore, Thomas Hyslop, Madeline Mitchell

**NAYs:** Ronald Huston Trust

▶ **Resolved**  
*The motion passed*

### B. FAIRWAYS POLL - SWAP SWEEPING SERVICE FOR LANDSCAPING SERVICE

A poll was sent via email to all Fairways homeowners, asking if they would like to reduce street sweeping to once per month in exchange for increasing landscaping service to twice per month. 26% of Fairways homeowners responded to the survey and of the respondents, 83% responded in favor of making the change.

#### Resolved

To reduce street sweeping in The Fairways to once per month at a cost savings of \$77/mo and to increase landscaping service in The Fairways to twice per month at an additional cost of \$75/mo. These changes to be effective June 1, 2022.

**Motion:** Barbara Bosson

**Second:** Ronald Huston Trust

▶ **Resolved**  
*The motion passed unanimously*

## VI. NEW BUSINESS

### A. FAIRWAYS SIDEWALK ISSUE

Management is directed to obtain bids for repair/replacement of the damaged sidewalk at The Fairways entry.

### B. PALMILLA CAMERA ISSUE

The Palmilla camera has been repaired and is now functioning again. Cost was minimal, only a service charge.

Management to inquire with Cox to see if internet service for the cameras can be contracted at a lower cost.

### C. 2022 SOCIAL EVENT

This topic tabled to the September 2022 meeting.

## VII. COMMITTEE REPORTS

### A. ARCHITECTURAL COMMITTEE REPORT

- a. The committee reviews submittals electronically on a weekly basis.
- b. The committee is conducting a community wide inspection of the current condition of paint on the homes. Homes found in need of painting will receive a notice requesting the home be painted.
- c. The committee meets on an as-needed basis.
- d. 13 requests were processed in the month of March 2022, report enclosed.
  - 11 approved
  - 2 disapproved

### B. FINANCE COMMITTEE REPORT

- The committee reviews financial statements electronically.
- The committee meets on an as-needed basis.
- The committee met March 24th. The committee made recommendations to the board regarding available funding for wall repairs and Palmilla street and drainage issues. The committee recommends the reserve study update be pushed out a year.

### **Resolved**

To push the reserve study out a year and revisit the topic in 2023.

**Motion:** Ronald Huston Trust

**Second:** Thomas Hyslop

▶ **Resolved**

*The motion passed unanimously*

**C. LANDSCAPE COMMITTEE REPORT**

- The committee meets on an as-needed basis.
- Tree service project began April 21st.
- 13 possible locations have been identified for the addition of new trees this year:
  1. Add 2 trees on Palmilla Blvd near Monte Vista culdesac
  2. Add 3 trees on Palmilla walk path
  3. Add 1 tree outside Palmilla pool area
  4. Add 2 trees in Horizons park
  5. Add 1 tree in Horizons west side Roanoke
  6. Add 1 tree on PV Blvd Horizons frontage between 132nd & 133rd
  7. Add 1 tree in Desert Greens park
  8. Add 2 trees on Thomas
- Management to coordinate a committee meeting to discuss spring plant replacement in addition to the new trees that are planned.

**D. PALMILLA POOL COMMITTEE REPORT**

- a. Service for the month of March is 3x/week.
- b. The committee meets on an as-needed basis.
- c. The pool heater is broken. Replacement cost is 4k, but no heaters are available at the current time. Per the reserve study, \$3,377 was budgeted for pool heater replacement in year 2021.
- d. New pool furniture pads have been ordered.
- e. Management to coordinate a Pool Committee meeting for review of pool deck and trash can placement, resurfacing needs and to discuss if/when bathroom remodel will be needed.

**Resolved**

To approve the proposal from A Balanced Pool to replace the pool heater at a cost of \$4,000 when heaters become available again.

**Motion:** Thomas Hyslop

**Second:** Jennifer Neal

▶ **Resolved**  
*The motion passed unanimously*

**E. DOCUMENT REVIEW AD-HOC COMMITTEE REPORT**

Next committee update scheduled for September 2022.

**F. PALMILLA STREETS & DRAINAGE AD-HOC COMMITTEE REPORT**

- a. The committee met February 26th, March 31st, and April 21st.
- b. The committee made recommendations to the Board for approval of a proposal to replace asphalt outside the Palmilla gate and to contract with a consultant for Palmilla Lakes street & drainage issues.

**Resolved**

To approve the proposal from Sunland Asphalt to remove and replace approximately 1053 sq ft of asphalt outside Pamilla gate at a cost of \$4,585 plus additional cost up to 20% due to increased pricing. This project to be paid from Palmilla Shared reserve funds.

**First Motion**

**Motion:** Barbara Bosson

**Second:** Jennifer Neal

▶ **Resolved**  
*The motion passed unanimously*

**Second Motion**

To approve the proposal from Frank Civil Consulting for pavement consulting services at an estimated cost of \$4,900 plus an additional expense up to \$1,000 for soil testing.

**Motion:** Ronald Huston Trust

**Second:** Madeline Mitchell

▶ **Resolved**  
*The motion passed unanimously*

**Third Motion**

To authorize up to \$1,000 for Frank Civil Consulting to conduct an initial inspection of the drainage issue in Palmilla Lakes.

**Motion:** Madeline Mitchell

**Second:** Jennifer Neal

▶ **Resolved**  
*The motion passed unanimously*

**VIII. ADJOURNMENT**

By a motion duly made, the meeting was adjourned at 6:48 P.M.

The next meeting is scheduled for Tuesday, May 24th, 2022 in person at Holiday Inn (1188 N Dysart Rd) at 5:00 P.M.

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**APPROVED**

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**DATE**