

PALM VALLEY COMMUNITY ASSOCIATION
Board of Director Meeting
September 26, 2018
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: Evelyn Nelson, Leif Nygaard, Ron Huston, Jennifer Neal, Tom Jones and Brenda Brooks

Board Members Absent: Thomas Hyslop

Management Present: Community Manager Susie Lumley, FirstService Residential

Guest Present: Greg Hernandez, Trim & Tidy LLC

Homeowners Present: John & Sue Black, Charlie Gray, Barbara Bosson, Neil Bray, Sandra Cannon, Daniel DeBattista, Madeline Mitchell, Nancy Burton, Sheldria Dee Wallace, Mr Figueroa, and Laura & Lizbeth Mantz

I. Call Meeting To Order

- A. President Evelyn Nelson called the meeting to order at 7:00 P.M.
- B. **MOTION** by Leif Nygaard to approve the agenda as presented. Seconded by Jennifer Neal. Motion passed unanimously.

II. Consent Agenda

- A. Approval of the May 23, 2018 Meeting Minutes.
- B. Acceptance of April - July 2018 financial statements.
- C. Approval of contract with Sundance Sweeping effective 7/6/18 for sweeping Fairways twice per month at a cost of \$165 and Palmilla once per month at a cost of \$180. Initial service performed 7/19/18 included hand blowing parking spaces in Palmilla Lakes for an additional \$55. Regular monthly service will be performed the 1st and 3rd Thursday in The Fairways and the 3rd Thursday in Palmilla.
- D. Approval of proposal from Trim & Tidy to skin approximately 320' of palm trees at a cost of \$2,560.
- E. Authorization for FirstService Residential to file annual Arizona Corporation Commission (ACC) Reports electronically each year.
- F. **MOTION** by Tom Jones to approve the consent agenda as listed above. Seconded by Leif Nygaard. Motion passed unanimously.

III. Call to the Public - Open Forum

- A. Homeowner inquired if she can take a tree out of her rear yard. *Response: Management explained rear yards are required to be landscaped but there is no minimum tree requirement for rear yards.*
- B. Homeowner advised that he has submitted a request to paint his house but has been delayed and plans to paint by the end of next month. He also inquired about neighbor plant material hanging over the property line at the north side of his property. *Response: Management noted the address and will advise the ARC of the paint delay and send a letter to the neighbor to the north requesting plant material be trimmed back to the property line.*

IV. Manager Report

- A. Administrative Report

1. 41 resale disclosures for the period 5/15/18 – 9/15/18
2. 43 new owners recorded for the period 5/15/18 – 9/15/18
3. 313 phone calls from homeowners logged for the period 5/15/18 – 9/15/18
4. 180 violation letters issued for the period 5/15/18 – 9/15/18
5. 17 mass communication emails sent for the period 5/15/18 – 9/15/18

B. Physical Property Report

1. General
 - a Skinned palm trees
 - b Applied solid body stain to concrete trash receptacles on Palm Valley Blvd
2. Master Common Areas:
 - a Repaired stuck valve on PV Blvd near 133rd
 - b Trimmed low branches on PV Blvd near 135th after monsoon storm
 - c Removed down limb on Coronado after monsoon storm
 - d Looking into solution for small hole in the wall on PV Blvd across from Cambridge
 - e Work order for wall repair on Thomas due to storm damage
3. Desert Greens Area:
 - a Quarterly inspection and cleaning of play equipment
 - b Quarterly pest control service at the park
4. Horizons Common Areas:
 - a Quarterly inspection and cleaning of play equipment
 - b Quarterly pest control service at the park
 - c Repaired stuck valve at the park
 - d Removed dead tree on walk path and dead shrub west of the walk path
5. Fairways Common Areas:
 - a Repaired pedestrian gate not opening
 - b Bidding painting of Fairways wrought iron as it is scheduled in reserves and the paint is faded. Rust is noted on the bridge rails in the back of The Fairways.
 - (a) **MOTION** by Leif Nygaard to paint wrought iron at The Fairways at a cost not to exceed \$3,000. Seconded by Jennifer Neal. Motion passed unanimously.
6. Palmilla Common Areas:
 - a Re-welded gate support on rear gate between Fairways and Palmilla
 - b HA5 was applied to all streets in the front half of Palmilla
 - c Storm damage throughout Palmilla following monsoon storm
 - d Monthly inspection and cleaning of the play equipment
 - (a) A crack was noted on the crawl tube. Management to look into options for replacing the crawl tube and request feedback from our younger residents.
 - e Quarterly pest control service at the pool and playground
 - f 3 x/wk pool service
 - g Cleaned up after vandalism to the pool area
 - h Met with Shasta regarding discoloration in the pool deck
7. City Maintained Areas:
 - a New traffic light installed at Thomas and 135th Avenue
 - b Work order for stop sign/street sign at PV Blvd & 136th that blew over in storm
 - c Work order for missing street sign at La Reata & 133rd

V. Old Business

- A. Homeowner Follow Up from Previous Meeting

1. Homeowner inquired about parking sideways on his driveway in Palmilla Lakes cluster home area. *Response: Homeowner met with the ARC who referred to the Association Rules Section III.E.2. All cluster driveways are common to the cluster and not for individual parking (cluster driveways can be identified by brick pavers).*
2. Homeowner inquired about the next round of house paint inspections. *Response: the committee is still finishing the last round and the next round has not been scheduled yet.*
3. Homeowner reported a dead tree in the common area near the Roanoke walk path in Horizons. *Response: The tree has been removed.*

B. Contract Review - Landscape

1. Greg Hernandez from Trim & Tidy LLC addressed the board.
 - a Trim & Tidy assumed the landscape contract in January 2017 and has a good handle on the areas of association responsibility.
 - b Palm skinning was outsourced at a discounted rate of \$8/foot.
 - c Water has been turned off to grass areas in preparation for over seed with winter rye scheduled for mid-October.
 - d Landscape crew services the property on Tuesday and Saturday each week.
 - e Suggests the board consider adding plant material in bare spots and using different varieties of plants to give more color.
2. Board reviewed revised contract with Trim & Tidy. Major changes include irrigation repairs and palm tree trimming to be paid by the association.
3. **MOTION** by Leif Nygaard to approve the new contract with Trim & Tidy effective October 1, 2018. Seconded by Jennifer Neal. Motion passed unanimously.
 - a Ron and Greg will review any concerns with the irrigation system over the next month.

C. Landscape Committee

1. Evelyn Nelson voiced concerns with regard to the landscape committee not operating in accordance with the Committee Guidelines.
 - a The Committee should meet at a pre-established frequency. It was decided a meeting in the summer to plan for fall and a meeting in winter to plan for spring would be adequate, with additional meetings as necessary for projects. Committee meeting minutes to be provided to the board following committee meetings.
 - b Individual board member concerns regarding landscape should be directed to the Community Manager who will speak directly with the landscaper. Emergency irrigation leaks can be reported by board members directly to the landscaper with a cc to management.

D. Sidewalk Repairs - Palmilla

1. **MOTION** by Leif Nygaard to remove and replace one large trip hazard and approve the proposal from Precision Concrete Cutting in the amount of \$794.53 to repair 7 trip hazards on the Palmilla walk path. Seconded by Brenda Brooks. Motion passed unanimously.

VI. New Business

A. 2018 Annual Membership Meeting

1. The meeting is scheduled to be held December 5, 2018 in one half of the large room at Palm Valley Community Center.
 - i. Board approved the candidate mailing as presented.
 - ii. Board authorized \$200 for refreshments.
 - iii. Board authorized the expense of two people to assist with sign in.
 - iv. Board directed management to invite a representative from Goodyear PD to speak at the meeting with regard to crime in the community.

- v. Revised Association Rules & Design Guidelines booklet to be mailed in November with the official meeting notice and ballot.
 - vi. Revised Association Rules & Design Guidelines to be mailed to the property address for all off-site owners, with a cover letter to tenants.
- B. Landscaping Thomas Monument
- 1. The board asked the landscaper to provide a proposal to beautify the Thomas monument.
- C. Association Rules
- 1. **MOTION** by Leif Nygaard to revise the Association Rules as stated below. Seconded by Brenda Brooks. Motion passed unanimously. Note: Management to confirm specific verbiage with the association attorney.
 - i. Section III.E.1. – add sentence at the end, Vehicles parked on aprons should not block sidewalk or street.
 - ii. Section III.E.3. – remove this section
 - iii. Section III.E.4. – add statement that vehicles may not park for more than 72 hours at a time.
 - iv. Section III.E. – add restriction that overflow parking is for vehicles only and not trailers with the exception of RV vacation loading and unloading as specified in Section III.D. – note existing trailers will be grandfathered for current lease term
 - v. Add the Park Rules into the Association Rules.
 - (a) The overnight parking rule will apply only to Desert Greens and Horizons parks.
 - vi. Add the Palmilla Pool Rules into the Association Rules.
 - 2. **MOTION** by Leif Nygaard to have a custom Park Rules sign posted at Palmilla Park, similar to the signs posted at Horizons and Desert Greens parks. Seconded by Evelyn Nelson. Motion passed unanimously.

VII. Committee Reports

- A. Architectural Committee Report
- 1. The committee ratified approval of 18 submittals at the September 24, 2018 meeting.
 - 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.
- B. Finance Committee Report
- 1. The Committee reviewed 2019 preliminary budgets at the September 26, 2018 meeting. Budget drafts and recommendation will be provided to the board at the October meeting.
- C. Landscape Committee Report
- 1. Reviewed under item V.C. above.
- D. Palmilla Pool Committee Report
- 1. Pool service this month is 3x/week.
 - 2. As the weather cools down the pool heater will be turned on and the pool heated through Thanksgiving weekend.
 - 3. **MOTION** by Leif Nygaard to authorize \$3,500 to the Palmilla Pool Committee for lighting in and around the pool area. Seconded by Evelyn Nelson. Motion passed unanimously.
- E. Web Editor Report
- 1. Web Editor Barbara Bosson provided a written report to the board at the meeting.
 - i. The new website launched August 17, 2018.
 - ii. 1803 visitors to the site and 1123 registered members.
 - iii. FAQ section is now operational.
 - iv. Members section is now operational and set up to receive automated emails, i.e. HOA Meeting Agendas, Bulk Trash, or any changes/notifications can be sent from the website.

- v. Working on adding a Tenant Section to provide information for tenant's reference such as pet rules, parking, and other tenant responsibilities.
 - vi. Working on adding a Real Estate Agents Section giving Real Estate Agents reference material for potential new homeowner's information for the Phase 1 area.
 - vii. The Nextdoor site is functioning more as it was intended, with very little complaining and more informational content.
2. Homeowner are encouraged to check out the new website at www.palmvalleyphase1hoa.com.

VIII. 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 open meeting will be Wednesday, October 24th, 2018, 7:00 P.M. at Palm Valley Community Center.

B. MOTION by Evelyn Nelson to adjourn the meeting at 8:20 P.M. Leif Nygaard seconded. Motion passed unanimously.

Respectfully submitted,

Susie Lumley
Acting Recording Secretary