

PALM VALLEY COMMUNITY ASSOCIATION
Board of Director Meeting
September 25, 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, Tom Jones, Ron Huston, Brenda Brooks, Jennifer Neal and Madeline Mitchell

Board Members Absent: Thomas Hyslop

Management Present: Community Manager Susie Lumley, FirstService Residential

Homeowners Present: Gris Tapia, Chad Van Dyke, Juan Stafford, John Wood, Nancy Burton, David Lover, Joe Grimes, L Barnett, Dan DeBattista, and Naydia Fogarty

I. Call Meeting To Order

- A. President Leif Nygaard called the meeting to order at 7:00 P.M.
- B. **MOTION** by Tom Jones to approve the agenda with the addition of item VI.D. Board Vacancy. Seconded by Jennifer Neal. Motion passed unanimously.

II. Consent Agenda

- A. Approval of the May 22, 2019 Meeting Minutes.
- B. Acceptance of April, May, June and July 2019 financial statements.
- C. **MOTION** by Leif Nygaard to approve the consent agenda as listed above. Seconded by Jennifer Neal. Motion passed unanimously.

III. Call to the Public - Open Forum

- A. Homeowner Juan Stafford expressed concern about cars parking on the street overnight on Windsor. *Response: Overnight street parking is currently addressed through a security company who patrols 6 random nights per month. Management will follow up with Juan for specific addresses of violators.*
- B. Homeowner John Wood expressed concern that the city still has not made any improvements to La Reata. There are small pieces of gravel all over the road. *Response: management will send a follow up email to the City and encourages homeowners to contact the City directly for concerns related to public streets.*
- C. Homeowner David Lover inquired about landscape guidelines. He purchased red mulch that says it keeps weeds away for a year and would like to utilize this as ground cover in place of granite. *Response: management invited David to attend the October 28th Architectural Committee meeting, as they are the body that adopts guidelines for front yards.*
- D. Homeowner Joe Grimes explained that their vehicles have been ransacked and others in the neighborhood as well. He would like to suggest community wide cameras due to crime. *Response: The Board will include a question on an upcoming homeowner survey with regard to safety and security and improvement projects. Homeowners are encouraged to keep vehicles locked and garage doors closed and report any suspicious activity to Goodyear Police. Crime rate often increases going into holiday season.*
MOTION by Jennifer Neal to double security patrols October through January 2020. Seconded by Brenda Brooks. Motion passed unanimously. Note: increased patrols will be paid for with prior year operating surplus funds.

IV. Manager Report

A. Administrative Report

1. 13 resale disclosures for the period 8/15/19 – 9/15/19
2. 22 new owners recorded for the period 7/15/19 – 9/15/19
3. 67 phone calls from homeowners logged for the period 8/15/19 – 9/15/19
4. 45 violation letters issued for the period 8/15/19 – 9/15/19
5. Mass communication email sent to homeowners notifying that City of Goodyear is now picking up trash on some holidays.
6. Reviewed changes in the law effective this year.

B. Physical Property Report

1. General

- a Common area palm trees were trimmed this summer as scheduled.
- b Water has been turned off to all common area grass in preparation for winter grass seed.
- c Warning stickers were added to all play structures regarding age, hard surface, hot surface, and strangulation hazard per ASTM F1487-11.

2. Master Common Areas:

- a Treated for gophers this summer.
- b Work order issued for backflow leaking at the northeast corner of Litchfield & McDowell.

3. Desert Greens Area:

- a Park view fence was replaced as approved by the Board.
- b Quarterly pest control service at the park was completed.
- c Replenished granite at the park as approved by the Board.
- d Repaired an irrigation leak in June.

4. Horizons Area:

- a Quarterly pest control service at the park was completed.

5. Fairways Common Areas:

- a Streets were swept the 1st & 3rd Thursday each month.
- b Replenished granite at the entrance as approved by the Board.
- c Replaced a seeping valve in late August.

6. Palmilla Common Areas:

- a Streets were swept the 3rd Thursday each month. It was noted in September there is a large amount of mud in the curb on Monte Vista. The sweeper went around the mud since it was wet and would have been dragged through the streets. The sweeper will be back on October 3rd to remove the dirt. Additionally, hand blowing of parking spaces in Palmilla Lakes is scheduled for the 3rd Thursday in October.
- b Adjusted closure time for exit gate to close sooner.
- c Replaced TEU screen at keypad and motor cap and belt.
- d Patched and repaired mailbox structure.
- e Removed bee hive from valve box on walk path.
- f Repaired irrigation leaks and capped unused drip lines along walk path.
- g Replaced irrigation valve in pool area.
- h Removed down tree in pool area from storm.
- i Replenished granite in pool area as approved by the Board.
- j Monthly inspection and cleaning of the play equipment was completed.
- k Board to review/approve playground equipment proposals to replace damaged tube.
- l 3 x/wk pool service this month.

V. 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 with the annual meeting ballot. In addition to standard questions included on past surveys, add a question pertaining to safety/security and a question regarding improvement ideas.
2. Management to prepare a draft for Board review at the October meeting.

C. Palmilla Play Equipment

1. The Board reviewed proposals with options for replacement of the damaged crawl tube.
2. **MOTION** by Ron Huston to approve the proposal from Safe N Sound to replace the damaged crawl tube at Palmilla playground with a steel perforated crawl tube at a cost of \$2,911.59 to be paid for with Palmilla Shared prior year operating surplus funds. Seconded by Tom Jones. Motion passed unanimously.

VI. New Business

A. Monument Sign Painting

1. **MOTION** by Leif Nygaard to approve the proposal from CertaPro in the amount of \$4,200 to paint all 7 monument signs, to be paid for from operating surplus funds. Seconded by Jennifer Neal. Motion passed unanimously.

B. 2020 Budgets

1. The Board reviewed 2020 proposed budgets.
2. **MOTION** by Leif Nygaard to approve the 2020 budgets as stated below. Seconded by Brenda Brooks. Motion passed unanimously.
 - a **Master** - The maximum allowable annual assessment of \$786.61, will be effective as of January 1, 2020. The actual assessed amount to be billed will be \$172.00 per year, effective January 1, 2020.
 - b **Desert Greens** - The parcel assessment of \$172.00, will be effective as of January 1, 2020. The actual assessed amount to be billed will be \$172.00 per year, effective January 1, 2020.
 - c **Horizons** - The parcel assessment of \$175.00, will be effective as of January 1, 2020. The actual assessed amount to be billed will be \$175.00 per year, effective January 1, 2020.
 - d **The Fairways** - The parcel assessment of \$720.00, will be effective as of January 1, 2020. The actual assessed amount to be billed will be \$180.00 per quarter, effective January 1, 2020.
 - e **Palmilla Shared** - The parcel assessment of \$296.00, will be effective as of January 1, 2020. The actual assessed amount to be billed will be \$74.00 per quarter, effective January 1, 2020.
 - f **Palmilla Lakes** - The parcel assessment of \$520.00, will be effective as of January 1, 2020. The actual assessed amount to be billed will be \$130.00 per quarter, effective January 1, 2020.
 - g **Palmilla Greens** - The parcel assessment of \$320.00, will be effective as of January 1, 2020. The actual assessed amount to be billed will be \$80.00 per quarter, effective January 1, 2020.
3. **MOTION** by Leif Nygaard to appoint an Ad-hoc Improvement Committee for the purpose of considering an improvement project to be paid for with prior years operating surplus funds. Seconded by Jennifer Neal. Motion passed unanimously.
 - a Ron Huston appointed as Committee Chairman
 - b Stephen Cleveland, Evelyn Howell, Juan Stafford, Nancy Burton and Gris Tapia appointed as Committee members.
 - c A question will be included in the upcoming homeowner survey regarding improvement project ideas. This will give the Committee a starting place.

C. Annual Membership Meeting

1. The Annual Membership Meeting is scheduled for Wednesday, December 4th, 6:30 PM Meet & Greet and Sign In, 7:00 PM Meeting, in the large room at Palm Valley Community Center.
2. The Board reviewed a timeline of events for the annual meeting, and approved the candidate mailing to be mailed to all homeowners this week.
3. There are 3 terms up for re-election this year.
4. The Board authorized sign in help and up to \$250 for refreshments at the annual meeting.
5. Management will invite a representative from Goodyear Police Department as a guest speaker.

D. Board Vacancy

1. Board Member Brenda Brooks regrets to inform the Board of her resignation effective immediately due to new employment requiring extensive travel. The Board thanked Brenda for her two years of service.
2. In accordance with the Association Bylaws Article 4.3, the Board shall appoint a replacement to fulfill the remainder of Brenda's term, which expires December 2020.
3. **MOTION** by Leif Nygaard to appoint Barbara Bosson to fulfill the remainder of the term. Seconded by Jennifer Neal. Motion passed unanimously.

VII. Committee Reports

A. Architectural Committee Report

1. The Committee met in June, meeting minutes were provided to the Board.
2. The Committee continues to follow up house paint violations. There is 1 open violation from the 2017 House Paint group and 7 open for 2019.
3. The committee generally meets the 4th Monday of the month on an as-needed basis. Next meeting is planned for Monday, October 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. The Committee met September 19th and finalized 2020 budget drafts for Board review/approval.

C. Landscape Committee Report

1. Water is off to all common area grass in preparation for winter rye seed. This fall, the Committee will look at replacing some trees lost due to storm damage.

D. Palmilla Pool Committee Report

1. Pool service this month is 3x/week.

E. Web Editor Report

1. Website visitor count 3945 and membership total 1152.
2. The "opened" rate for blast emails is increased in September. Also, meeting agendas are now posted Friday before the meeting instead of Monday.
3. We have approximately 350 owners that do not have an email address on file, meaning an electronic vote or message is not reaching about 30% of the community.

F. Desert Greens Park Improvement Ad-hoc Committee Report

1. Projects completed:
 - i. Concrete sidewalk repair
 - ii. Painting of shade canopy, bike rack and pet station
 - iii. Addition of hopscotch on the sidewalk
 - iv. Replacement of wrought iron view fence
 - v. Granite replenishment
2. Additional projects being considered include:
 - i. Replacement of playground sand with wood chips
 - ii. Replacement of table, bench and trash receptacle

- iii. Addition of lighting for the park
 - iv. Addition of exercise equipment for the park
 - v. Addition of a drinking fountain for the park
- G. Horizons Ad-hoc Committee Report
- 1. No report – the committee has not met yet

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 meeting is scheduled for Wednesday, October 23rd, 2019, 7:00 P.M. at Palm Valley Community Center.

- B. **MOTION** by Leif Nygaard to adjourn the meeting at 8:06 P.M. Brenda Brooks seconded. Motion passed unanimously.

Respectfully submitted,

Susie Lumley
Acting Recording Secretary