

PALM VALLEY COMMUNITY ASSOCIATION

Board of Directors Meeting

May 24, 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

Vice President Jennifer Clifford and Community Manager Susie Lumley, FirstService Residential Homeowners: Juan Stafford, Don Voight, Nancy Burton, Bob & Marsha Darre, Hat Anderson, Rick & Evelyn Howell, Jim Laurent, Paul Wegeman, David Paruitt, Agata Nicols, Ken Rittenhouse and Andrew Starbuck

I. CALL TO ORDER

The meeting was called to order by Board President Thomas Hyslop at 5:04 PM.

II. CONSENT AGENDA ITEMS

A. MINUTES

Resolved

To approve the 4/26/22 meeting minutes as presented.

Motion: Jennifer Neal

Second: Sara Moore

▶ **Resolved**
The motion passed unanimously

B. FINANCIALS

To accept the March 2022 financial statement.

Motion: Sara Moore
Second: Barbara Bosson

► **Resolved**
The motion passed unanimously

III. HOMEOWNER FORUM

Homeowner Jim Laurent suggested vehicle violations include the vehicle make and photo of the license plate and vehicles parked illegally should be reported to Goodyear PD. *Response: Management will talk with the patrol company.*

Homeowner Hat Anderson suggested homeowners be contacted before vehicle violation notices are sent since some owners are receiving violations for vehicles not associated with their residence. He also has a neighbor still parking in the front yard granite. *Response: Violations are removed if an owner reports the vehicle is not associated with their residence. Letters are being sent for parking in the front yard granite. Parking in the front yard is also a City code violation so homeowners and management can report to the City as well.*

Homeowner Agata Nicols thanked the board for addressing the landscaping at the Fairways entry mailboxes and outlined the following concerns: 1) neighbor by the mailboxes at the rear of The Fairways still has not removed trash from their bushes and still needs to trim the bushes, 2) the golf course is neglecting the area behind the homes at the rear of The Fairways, 3) asked the board to reconsider zoom meetings, 4) feels the violation compliance timeframes are too short, and 5) asked about The Fairways monument lighting. *Response: 1) management spoke with the neighbor and he said his landscaper will address it, violation letters are being sent, 2) management will reach out to the golf course and homeowners may reach out to the golf course as well, 3) the board will take this into consideration, 4) we are working on implementing a program to send violation notices via e-mail for faster delivery to homeowners, which should be in place by 4th quarter this year. Homeowners may contact management to request a compliance date extension if needed. 5) the board approved a proposal for the monument lighting at the last meeting and the vendor has been notified. Work should be completed in the next few weeks.*

Homeowner Rick Howell thanked Ron Huston for the temporary patch of the hole outside Palmilla exit gate and suggested an update be sent to Palmilla homeowners. *Response: the board thanked Rick for the suggestion and management will send an update to Palmilla homeowners via email.*

Homeowner Charlie Gray shared that Goodyear PD will not ticket wrong way parked vehicles inside the gated communities.

Homeowner Don Voight is concerned with the quality of work being performed by Certa Pro Painters. He said a neighbor used Certa Pro for a paint job and they did not do all the proper prep work prior to painting. Also Don would like to address his golf fence maintenance during golf course overseed which is generally mid-September, but the compliance date is September 1st. *Response: thank you for the feedback regarding Certa Pro and extensions can be granted for golf fence maintenance upon request.*

Homeowner David Fleming is upset about receiving vehicle violation notices for vehicles not associated with his residence. *Response: violations will be closed for vehicles not associated with his residence.*

Homeowner David Barnett appreciates responsiveness to his recent emails and asked about a vehicle still parking on his street over night on a regular basis. David suggests towing signage for overnight street parking. *Response: management has not been able to determine what residence the vehicle is associated with as the owner of the home it is parked in front of reported it is not associated with their residence. Management will look into signage for The Fairways as a start.*

Homeowner Rick Howell suggested orange parking stickers be placed on vehicles parked on the street over night. *Response: the board will look into this.*

Homeowner Ken Rittenhouse says they have been waiting 14 weeks for the mailbox in The Horizons to be

replaced and when will this be done. *Response: mailboxes are owned and maintained by USPS. Management spoke with USPS on behalf of Horizons homeowners and was advised several weeks ago that a work order was submitted for replacement of the mailboxes. Homeowners should contact USPS directly in regard to mailbox replacement and any other mailbox issues as the Association has no control over the mailboxes or USPS.*

Homeowner Hat Anderson suggested the board appoint a parking committee to review issues with homeowners receiving violations for vehicles not associated with their residence. *The board will take this into consideration.*

Homeowner Agata Nicols suggested a monthly newsletter. *Response: management will be sending regular informational emails to the homeowners.*

IV. MANAGEMENT REPORT

Administrative Report:

- A. 111 calls logged in the month of April 2022
- B. 28 new owners recorded 3/1/21 – 5/1/22
- C. 253 violation letters issued in the month of April 2022
- D. Spoke with City of Goodyear and provided a list of wall areas damaged by city trees. The city seems to be willing to take responsibility for this and will report back to management.
- E. Spoke with City of Goodyear regarding how to request a no overnight street parking ordinance within Palm Valley Phase I. The City responded they will not implement such an ordinance.

Physical Property Report

- A. Legends completed the 2022 tree service project.
- B. Sundance Sweeping completed street sweeping service in The Fairways the 1st & 3rd Thursday of the month and in Palmilla the 3rd Thursday.
- C. A Balanced Pool completed 3 times per week service for Palmilla Pool.
- D. Safe & Sound completed monthly playground service in Palmilla.
- E. Work Orders this period included:
 - 1. A Balanced Pool to power wash the entire pool area and bathrooms.
 - 2. Trim and Tidy relocated the trash receptacles inside the pool area.

V. OLD BUSINESS

A. FAIRWAYS ENTRY BLOCK PAINT

The Board reviewed a proposal from Certa Pro to paint The Fairways entry block. The Board requested management obtain additional bids.

VI. NEW BUSINESS

A. BID POLICY REVIEW

The Board revised the bid policy to follow the sealed bid process for goods and services in excess of \$2500 rather than \$5000.

Motion: Barbara Bosson

Second: Jennifer Neal

► **Resolved**
The motion passed unanimously

B. 2022 BUDGET CHANGES

First Motion

To approve changes to management contract Exhibit A fee schedule as presented.

Motion: James Bluemer

Second: Barbara Bosson

▶ **Resolved**
The motion passed unanimously

Second Motion

To adjust the 2022 budget by moving \$4500 from reserve study update and \$9900 from operating surplus to patrol service.

Motion: Thomas Hyslop

Second: Sara Moore

▶ **Resolved**
The motion passed unanimously

C. ANNUAL REVIEW OF CONTRACTS

The board reviewed current service contracts and directed management to bid gate maintenance service and landscaping service over the summer for discussion in the fall.

VII. COMMITTEE REPORTS

A. ARCHITECTURAL COMMITTEE REPORT

- The committee reviews submittals electronically on a weekly basis.
- The committee meets on an as-needed basis.
- 15 requests were processed in the month of April 2022

B. FINANCE COMMITTEE REPORT

- The committee reviews financial statements electronically.
- The committee meets on an as-needed basis.
- The committee reviewed the issue regarding the 2022 patrol budget and made a recommendation to the board.
- Ron Huston requested financial reports be provided to the Association by the 15th of each month.

C. LANDSCAPE COMMITTEE REPORT

- a. The committee meets on an as-needed basis.
- b. The committee is scheduled to meet with the landscaper Wednesday, May 25th to discuss any concerns.
- c. Ron reviewed the contract and created a spreadsheet outlining each area of the contract for regular follow up.

D. PALMILLA POOL COMMITTEE REPORT

- a. Service for the month of April is 3x/week.
- b. The committee meets on an as-needed basis.
- c. The Committee met May 18th:
 1. power wash entire pool area including inside the restrooms - completed 5/18
 2. relocate the trash receptacles back onto the pool deck - completed 5/19
 3. patch 8 areas of pool deck

4. replace missing hood in the ceiling between the restrooms
5. replace the pool rules and shallow water sign (rusted edges)
6. dispose of the broken umbrella stored in the storage room
7. trim the dead branch from the tree outside the pool gate
8. request the landscape committee have 2 new trees added outside the pool gate

E. DOCUMENT REVIEW AD-HOC COMMITTEE REPORT

- Barbara Bosson to provide a report at the September 2022 meeting.

F. PALMILLA STREETS & DRAINAGE AD-HOC COMMITTEE REPORT

a. Palmilla Exit Patch

1. The price increases from Sunland to do this was well over the 20% authorized by the Board. The committee is looking into another vendor to do this.
2. In the meantime, Ron Huston applied a temporary patch over the hole.

b. Pavement Consulting

1. Frank Civil Consulting is scheduling an inspection to include core samples and soil testing.

c. Drainage Issue

1. Management and a committee member will meet with an engineer from Frank Civil Consulting to conduct an initial inspection of the drainage issue in Palmilla Lakes.

VIII. ADJOURNMENT

- The meeting was duly adjourned at 6:17 PM.
- The next meeting is scheduled for Tuesday, September 27th, 2022 in person at Holiday Inn (1188 N Dysart Rd) at 5:00 P.M.

APPROVED

DATE