

PALM VALLEY COMMUNITY ASSOCIATION
Board of Director Meeting
October 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, Thomas Hyslop, Ron Huston, Jennifer Neal, Madeline Mitchell and Barbara Bosson

Board Members Absent: Tom Jones

Management Present: Community Manager Susie Lumley, FirstService Residential

Homeowners Present: Juan Stafford, John Wood, Nancy Burton, David Lover, Tom & Naydia Fogarty, Theresa Vy, Dave Fleming, Gary Lippert, Deb Bianchini, Betty Van Leeuwen and Amy Ryan

I. Call Meeting To Order

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

II. Consent Agenda

- A. Approval of the September 25, 2019 Meeting Minutes.
- B. Acceptance of August 2019 financial statements.
- C. **MOTION** by Leif Nygaard to approve the consent agenda as listed above. Seconded by Thomas Hyslop. Motion passed unanimously.

III. Call to the Public - Open Forum

- A. Homeowner John Wood asked if Halloween will be celebrated on the day of or the weekend before or after. *Response: Most in attendance agreed there will be trick or treaters on Halloween night even though it falls on a week day.*
- B. Homeowner Juan Stafford reported the cars that were parking on the street overnight are still there, but they have moved around the corner. *Response: Management will continue to follow up with violation notices.*
- C. Homeowner John Wood asked about the possibility of posting violation statistics on the website without divulging specific homeowner names. *Response: This report will be added to the website going forward.*
- D. Homeowners Darrell Williams and Betsy Kitchens contacted management prior to the meeting and expressed concerns about bulk trash being placed out too early, specifically in Palmilla Lakes and suggested the Board consider A-frame signs to advertise bulk trash pick up day. *Response: Management will re-implement monthly email reminders regarding bulk trash and prepare a flyer for distribution in the Palmilla Lakes area.*
- E. Homeowner Betty Van Leeuwen asked the Board for assistance/support for plantings in the common area next to her home to keep it from being a walkway. *Response: The Board approved the plants that have already been added and may consider a wall in this area in the future if the problem continues.*
- F. A homeowner in attendance at the meeting suggested the Board consider putting out a refrigerator magnet that includes HOA contact information and other useful contact numbers for homeowners. *Response: The Board likes this idea and will look into this for the future.*

IV. Manager Report

A. Administrative Report

1. 8 resale disclosures for the period 9/15/19 – 10/15/19
2. 17 new owners recorded for the period 8/15/19 – 10/15/19
3. 76 phone calls from homeowners logged for the period 9/15/19 – 10/15/19
4. 35 violation letters issued for the period 9/15/19 – 10/15/19
5. Manager annual performance review is scheduled for November 4th. Thomas Hyslop, Barbara Bosson and Madeline Mitchell will attend.
6. Parking patrols have been doubled for the months of October through January.
7. Annual meeting candidate notice was mailed to all owners.

B. Physical Property Report

1. General
 - a Winter grass seed was planted in all grass common areas.
2. Master Common Areas:
 - a Main entry monument signs are scheduled to be painted October 28th.
 - b Irrigation repair completed at the northeast corner of Litchfield & McDowell.
3. Desert Greens Area:
 - a Quarterly playground equipment inspection and cleaning was completed.
4. Horizons Area:
 - a Quarterly playground equipment inspection and cleaning was completed.
5. Fairways Common Areas:
 - a Streets were swept the 1st & 3rd Thursday each month.
 - b The chip card was stolen from the telephone entry unit. The control board was damaged and will need to be replaced. Telephone entry units have a universal key, so the lock will be replaced. It was requested by the Board that management file an insurance claim for this vandalism.
6. Palmilla Common Areas:
 - a Streets were swept the 3rd Thursday of the month. Additionally, hand blowing of parking spaces in Palmilla Lakes was completed the 3rd Thursday in October.
 - b Control board at the gates went bad and was replaced.
 - c Cleaned cobwebs from mailbox areas.
 - d Work order for bee hive in valve box outside the exit gate.
 - e Removed down tree limb from storm.
 - f Monthly inspection and cleaning of the play equipment was completed.
 - g New transfer deck and crawl tube for the playground are on order.
 - h 3 x/wk pool service this month.

V. Old Business

A. Homeowner Follow Up from Previous Meeting

1. Homeowner Juan Stafford expressed concern about cars parking on the street overnight on Windsor. *Response: Management followed up with Juan for specific addresses and confirmed notices have been sent for overnight street parking.*
2. 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 sent a follow up email to the City and received an immediate response which was forwarded to the homeowner.*
3. 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.

4. 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: Security patrols have been doubled for the months of October through January and a question with regard to safety and security will be included on an upcoming homeowner survey.*
- B. Homeowner Survey
1. The Board reviewed and approved the homeowner survey draft with the addition of a question asking if people prefer HOA communication/voting via email or by regular mail.
 2. The survey will be mailed with the annual meeting notice and made available on the website at www.palmvalleyphase1hoa.com.
- C. Annual Membership Meeting
1. The meeting is scheduled for Wednesday, December 4th, 6:30 PM meet, greet & sign in, 7:00 PM meeting, at Palm Valley Community Center.
 2. Board of Director candidates so far include: Thomas Hyslop, Jennifer Neal, Daniel Corder, Wade Dawson, Thomas Fogarty, Sally Moore, and Juan Stafford.
 3. Official notice of the meeting and the director ballot will be mailed to all owners next week.
 4. The Board is considering electronic voting for the 2020 annual meeting.
- D. Improvement Committee Guidelines
1. **MOTION** by Thomas Hyslop to approve Committee Guidelines for the Ad-hoc Improvement Committee as presented. Seconded by Jennifer Neal. Motion passed unanimously.

VI. New Business

- A. CPA Audit/Tax Prep Proposal
1. **MOTION** by Leif Nygaard to approve the proposal from Butler Hansen PLC for a full audit of 2019 financial statements at an estimated cost of \$8,600 and tax preparation at a cost of \$595. Seconded by Thomas Hyslop. Motion passed unanimously.
- B. Annual Contract Review - Landscaping
1. The Board agreed to continue the current contract with Trim & Tidy.

VII. Committee Reports

- A. Architectural Committee Report
1. Next meeting is scheduled 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.
- C. Landscape Committee Report
1. Palo Verde tree outside the Palmilla entry will be removed and replaced with two Pistache trees.
- D. Palmilla Pool Committee Report
1. Pool service this month is 3x/week.
- E. Web Editor Report
1. Website visitor count 4109 and membership total 1160.
 2. Blast email stats were provided to the Board.
 3. Voting and surveys can now be done through the community website.
- F. Desert Greens Park Improvement Ad-hoc Committee Report
1. Committee members have been non-responsive to management. Much has been accomplished, but park furniture still needs to be replaced.

- i. **MOTION** by Leif Nygaard to approve the proposal from Safe N Sound to replace the table, bench and trash receptacle with a canopy table, canopy bench and trash receptacle at a cost of \$10,848 to be paid partially from Desert Greens reserve fund and partially from Desert Greens operating surplus funds. Seconded by Jennifer Neal. Motion passed unanimously.
- ii. **MOTION** by Leif Nygaard to dissolve the Desert Greens Park Improvement Ad-Hoc Committee. Seconded by Jennifer Neal. Motion passed unanimously.

G. Horizons Ad-hoc Committee Report

1. No report – the committee has not met yet

VIII. Adjournment

A. Announcement of Next Meeting Date:

1. Next meeting is the Annual Membership Meeting scheduled for Wednesday, December 4th, 6:30 PM meet & greet and sign in, 7:00 P.M. meeting, at Palm Valley Community Center.

- B. **MOTION** by Leif Nygaard to adjourn the meeting at 8:18 P.M. Jennifer Neal seconded. Motion passed unanimously.

Respectfully submitted,

Susie Lumley
Acting Recording Secretary