

**PALM VALLEY COMMUNITY ASSOCIATION**  
**Board of Director Meeting**  
**February 24, 2021**  
**Open Session**

The Board of Directors Open Session meeting was held via zoom.

**Board Members Present:** Leif Nygaard, Ron Huston, Jennifer Neal, Thomas Hyslop, Madeline Mitchell, Barbara Bosson and Sally Moore

**Management Present:** Community Manager Susie Lumley and Vice President Jennifer Clifford, FirstService Residential

**Homeowners Present:** Patricia McIntyre, Frederick and Peggy Maihofer, and Paul Wegeman

**I. Call Meeting To Order**

- A. President Leif Nygaard called the meeting to order at 7:01 P.M.
- B. **MOTION** by Leif Nygaard to approve the agenda with the addition item VII.E. Palmilla Street Patch and removal of item III.B. Seconded by Thomas Hyslop. Motion passed unanimously.

**II. Guest**

- A. Jennifer Clifford, Vice President First Service Residential, addressed the Board regarding the request for additional violation compliance inspections. Current contract includes inspection of the entire community once per month, one quarter of the community each week. Jennifer provided the option to assign a compliance coordinator to Palm Valley. Jennifer suggested a compliance coordinator one day per week which would run about \$450/month, which is similar to what other communities the size of Palm Valley are currently doing.
- B. **MOTION** by Sally Moore to review the job description for a compliance coordinator and discuss this option further at the April meeting. Thomas Hyslop seconded. Motion passed unanimously.

**III. Consent Agenda**

- A. Approval of the January 27, 2021 Meeting Minutes.
- B. **MOTION** by Thomas Hyslop to approve the consent agenda as listed above. Seconded by Jennifer Neal. Motion passed unanimously.

**IV. Call to the Public**

- A. Homeowner Paul Wegeman reminded the Board to be mindful of finances when considering hiring for a new position for complaint enforcement. Concern regarding taking on more expenditures when we are headed toward an inflationary cycle. Consider do we want to pay another body to patrol or pay for fencing, just something for the Board to be mindful of. *Response: The Board thanked Paul for his input.*

**V. Manager Report**

- A. Administrative Report
  - 1. 9 resale disclosures processed for the period 1/15/21 – 2/15/21
  - 2. 13 new owners recorded for the period 12/15/20 – 2/15/21
  - 3. 96 phone calls from homeowners logged for the period 1/15/21 – 2/15/21
  - 4. 68 violation letters issued for the period 1/15/21 – 2/15/21
  - 5. 2021 meeting notice mailed to all owners
  - 6. Garage sale A-frames put up and taken down the week of the sale

7. Management provided feedback to the ADEQ regarding rules for semi-public pools

B. Physical Property Report

1. General

a Inspected all common area trees. We have a total of 327 trees. This year we will trim 92, remove 10, grind one existing stump and add 14 new trees. This project is currently out to bid.

2. Master Common Areas:

a Valve repair at Litchfield & PV Blvd.

3. Fairways Common Areas:

a Streets were swept the first and third Thursday of the month.

4. Palmilla Common Areas:

a Streets were swept the third Thursday of the month. Hand blowing in Palmilla Lakes is scheduled for next month.

b Monthly inspection and cleaning of the play equipment was completed.

c Work order to Holbrook Asphalt to inspect issue outside Palmilla gate.

d 6 seeping valves repaired.

e 2 x/wk pool service

f Work order for pool vendor gate (south gate) not unlocking.

g Pool heater is scheduled to be turned on March 1<sup>st</sup>.

VI. Old Business

A. Insurance Renewal

1. The Board reviewed proposals from LaBarre Oksnee and American Family Insurance.

2. **MOTION** by Thomas Hyslop to approve the proposal from American Family Insurance effective 3/1/21 at an annual premium of \$11,389.15. Seconded by Barbara Bosson. Motion passed unanimously.

B. PV Blvd Bench Replacement Options

1. The Board reviewed 3 options for replacement of the bench on PV Blvd between 132<sup>nd</sup> and 133<sup>rd</sup> Drive.

2. **MOTION** by Sally Moore to replace with two contoured benches with back and a concrete trash receptacle to match existing concrete trash receptacles on Palm Valley Blvd. Seconded by Jennifer Neal. Motion passed unanimously.

VII. New Business

A. Review/Approve Monument Lighting Proposal

The Board reviewed proposals and options for replacement of lights at the main entry monument signs, (the big Palm Valley signs).

1. The Board directed management to obtain an additional bid for above ground lighting, include the cost for photo cels, and double check the number of light fixtures at each monument. Add this topic under Old Business for the April meeting.

B. Golf Fence Ad-hoc Committee Appointment

1. **MOTION** by Leif Nygaard to adopt Golf Fence Ad-hoc Committee Guidelines as presented, with Thomas Hyslop as Committee Chairman and Juan Stafford, Paul Wegeman, Neil Bray and Sally Moore to serve as Committee members. The purpose of the Committee is to explore the possibility of and make recommendations to the Board regarding a color change for golf view fences and a CC&R amendment to change golf fence maintenance responsibility from individual lot owners back to the Association. Seconded by Sally Moore. Motion passed unanimously.

C. Landscape Enhancement Proposals

1. **MOTION** by Thomas Hyslop to approve the proposal from Trim & Tidy to renovate landscaping on Palmilla Blvd by removing some plants, modifying irrigation and adding 44 new plants at a cost of

\$1,890 to be paid from Palmilla Shared operating funds. Seconded by Barbara Bosson. Motion passed unanimously.

2. **MOTION** by Sally Moore to approve the proposals from Trim & Tidy for monument sign landscape renovation at Dysart/Encanto at a cost of \$1,995, Litchfield/PV Blvd at a cost of \$2,270 and McDowell/PV Blvd at a cost of \$2,520, to be paid from Master operating surplus funds. Seconded by Thomas Hyslop. Motion passed unanimously.
  3. **MOTION** by Sally Moorre to authorize Ron Huston to approve a proposal forthcoming from Trim & Tidy for renovation of the McDowell/Litchfield monument corner to include removing grass and replace with granite, boulders and plant material, to be paid from Master operating surplus funds. Seconded by Thomas Hyslop. Motion passed unanimously.
- D. Drainage Issue
1. The Board reviewed discussed the drainage problem near 2166 N. 135<sup>th</sup> Drive.
  2. **MOTION** by Thomas Hyslop to hire an engineer to inspect the area and make a recommendation to the Board. Leif Nygaard is authorized to approve the cost of the engineer, which will be paid from Palmilla Shared operating surplus funds. Seconded by Madeline Mitchell. Motion passed unanimously.
- E. Palmilla Street Issue
1. Ron noted the asphalt outside of Palmilla exit gate needs addressed. Management issued a work order to Holbrook Asphalt to look at this area and advise.

#### VIII. Committee Reports

- A. Architectural Committee Report
  1. The committee met 2/22/21 and ratified approval of 24 submittals and reviewed 9 pending submittals.
  2. The committee reviews submittals electronically on a weekly basis.
  3. The committee meets on an as needed basis.
- B. Finance Committee Report
  1. The Committee reviews financial statements electronically and meets on an as-needed basis.
  2. Committee is currently reviewing 2020 year end financial statement and summary.
- C. Landscape Committee Report
  1. Ron and Susie met with the landscaper regarding tree trimming and plant replacements.
  2. The Committee meets on an as needed basis.
- D. Palmilla Pool Committee Report
  1. Pool service this month is 2x/week.
  2. Pool heater to be turned on March 1<sup>st</sup> and remain heated until the water is warm enough to swim.
  3. The Committee meets on an as needed basis.
- E. Improvement Ad-hoc Committee – Committee has not met recently.
- F. Document Review Ad-hoc Committee
  1. Barbara Bosson provided an update. The Committee is considering upcoming legislation and the impact it may have on the Association.

#### IX. Adjournment

- A. Announcement of Next Meeting Date:
  1. Next meeting is scheduled for Wednesday, April 28<sup>th</sup>, 2021, 7:00 P.M. via zoom.
- 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