

PALM VALLEY COMMUNITY ASSOCIATION
Board of Director Meeting
October 28, 2020
Open Session

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

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

Board Members Absent: None

Management Present: Community Manager Susie Lumley, FirstService Residential

Homeowners Present: David Lover, Alecia McCormick, Carol & Wade Dawson, Hat Anderson, Juan Stafford, Tony Vega, Marcelo Da Silva and Pastor.

I. Call Meeting To Order

- A. President Leif Nygaard called the meeting to order at 7:05 P.M.
- B. **MOTION** by Thomas Hyslop to approve the agenda as submitted. Seconded by Jennifer Neal. Motion passed unanimously.

II. Meet the Candidates

- A. Leif introduced Board of Director candidate nominations received so far for the 2020 annual meeting election: Ron Huston, Barbara Bosson, Tony Vega, Kenneth Walker and Jeremiah Smith. Candidates in attendance at the meeting took a few minutes each to introduce themselves to the membership and explain their interest in serving the community.
- B. Leif announced that today is the deadline to submit a candidate nomination to be included on the ballot which will be mailed out the end of next week.

III. Consent Agenda

- A. Approval of the September 23, 2020 Meeting Minutes.
- B. Acceptance of the August 2020 financial statements.
- C. **MOTION** by Leif Nygaard to approve the consent agenda as listed above. Seconded by Barb Bosson. Motion passed unanimously.

IV. Call to the Public - Open Forum

- A. Homeowners Carol & Wade Dawson expressed concerns about people parking on the shared driveways in Palmilla Lakes, neighbors leaving trash containers and bulk trash out for days, debris on the streets, vehicles parking in granite areas, people not picking up after their pets, and residents not utilizing garages for parking. *Response: The Board has increased patrol service and hired a new security company that starts next week. Violation tours for trash cans and bulk trash are conducted once a month. Management will utilize assistance from City of Goodyear when needed to identify trash can owners. Street sweeping is currently performed once per month in Palmilla and hand blowing of the parking spaces is once per year. Management will look into the cost of increasing these services to twice per month sweep and quarterly hand blowing. The Board will utilize sandwich signs and mass communication email to alert residents of the sweeping schedule. City of Goodyear may be able to help with pet pick up issues but when filing a complaint people will need to provide a photo of the animal doing its business and the address of the pet owner.*

- B. Homeowner Tony Vega feels something should be done to identify the sound of shots fired or fireworks that are reported on www.nextdoor.com. Additionally, he expressed concern regarding owners leaving garage doors open, vehicles unlocked, people not picking up after their pets, and the landscaping on Palm Valley Blvd should look more neat and tidy. He suggests homeowners start a neighborhood watch and the Association consider a weekly bulletin on the website about what's happening in the neighborhood. He would also like to know what exactly the patrol company does. *Response: These concerns will be addressed in a mass communication email to the homeowners and residents. Management will follow up with City of Goodyear regarding Palm Valley Blvd landscaping. The Board has been in tune with the desire of the community and has increased patrols and frequency. The new patrol company will patrol the community in a marked vehicle in six hour shifts, ten times per month. They will tag improperly parked vehicles and keep an eye out for suspicious behavior in the neighborhood. Any suspicious behavior will be reported to the Goodyear Police Department. We are hopeful the presence of a marked security vehicle in the community on a regular basis will help deter crime. Homeowners are reminded to keep garages closed and vehicles locked. Do not leave valuables in view in your vehicle. Be cautious especially during holiday season, for example, don't make yourself a target by leaving a large empty tv box on the curb for days alerting people to new items in your home. Be good neighbors and report suspicious activity to the police.*
- C. Homeowner Pastor expressed concern that we should be more diligent in the way we look out for our community.
- D. Homeowner McCormick asked what constitutes a disabled vehicle and is a warning or a ticket issued? Additionally, there is a problem on Palm Lane near 131st, where 3 or 4 vehicles continue to park in the street in front of a home. Also, has the rule regarding backyard structures changed allowing sheds taller than the homes surrounding block wall? *Response: a disabled vehicle is any vehicle that cannot be legally operated on the street such as flat tire, expired tags, etc. If a vehicle such as this is observed in the community, a violation notice is sent to the homeowner. If the violation continues the homeowner is fined. Management will look into the violation mentioned on Palm Lane. With regard to backyard structures, any change in the exterior appearance of the home or lot requires architectural committee approval. The committee has allowed structures taller than the fence line if the structure meets specific criteria including but not limited to, design character of the structure to be compatible with the design character of the existing home, such as matching stucco, paint and roof tiles. Depending on the type of structure a City permit may be necessary. Homeowners must follow guidelines outlined by the City with regard to height.*

V. Manager Report

A. Administrative Report

1. 5 resale disclosures for the period 9/15/20 – 10/15/20
2. 10 new owners recorded for the period 8/15/20 – 10/15/20
3. 58 phone calls from homeowners logged for the period 9/15/20 – 10/15/20
4. 94 violation letters issued for the period 9/15/20 – 10/15/20
5. 2020 Request for Candidates was mailed to all homeowners.

B. Physical Property Report

1. General
 - a Common area grass has been seeded with winter rye to keep the grass green through the winter months.
2. Master Common Area:
 - a Several calls to APS regarding a power issue at Litchfield & McDowell.
 - b Work order to remove the bench on Palm Valley Blvd near 133rd Avenue.

3. Desert Greens Area:
 - a Playground service completed the week of October 19th.
4. Horizons Area:
 - a Playground service completed the week of October 19th.
 - b Work order to the landscaper to check lawn sprinklers where some areas of the grass are not greening up with overseed.
5. Fairways Common Areas:
 - a Streets were swept October 1st & 15th.
6. Palmilla Common Areas:
 - a Streets were swept October 15th.
 - b Work order to the landscaper to trim bougainvillea on Palmilla Blvd.
 - c Work order to the landscaper for a broken sprinkler near the mailbox on Cypress St.
 - d Work order to the landscaper for a stuck valve on Palmilla Blvd south side just before the roundabout.
 - e Work order to the landscaper to blow rocks off the sidewalk and check plants near Palmilla entry.
 - f Monthly inspection and cleaning of the play equipment was completed.
 - g 3 x/wk pool service
 - h The pool will be heated through Thanksgiving weekend.

VI. Old Business

A. Document Review Committee Guidelines

1. The Board reviewed a draft of Committee Guidelines for the Document Review Ad-hoc Committee.
2. **MOTION** by Barbara Bosson to adopt the Document Review Ad-hoc Committee Guidelines as presented. Seconded by Jennifer Neal. Motion passed unanimously.

B. 2020 Annual Membership Meeting

1. The meeting is scheduled to be held via Zoom on Wednesday, December 9th.
2. Five Board of Director candidate nominations have been received for the two open positions.
3. Due to the meeting being held through video conference, the Board will need to appoint Inspectors of Election in advance, to tally the ballots on the day of the meeting. Leif asked for volunteers from the membership.
 - a **MOTION** by Ron Huston to appoint Carol Dawson and Juan Stafford as Inspectors of Election for the 2020 Annual Membership Meeting. Seconded by Leif Nygaard. Motion passed unanimously. Management will coordinate a time and place to meet with the Inspectors on December 9th to tally ballots.

VII. New Business

A. Bench Replacement

1. The bench on Palm Valley Blvd near 133rd Avenue has deteriorated and is scheduled for replacement per the Association reserve study. Management issued a work order to have the bench removed. The Board discussed replacement of the bench.
2. **MOTION** by Thomas Hyslop to replace the bench with two benches with backs and a trash receptacle. Seconded by Barbara Bosson. Motion passed unanimously. Management will email the Board photos of bench style options. Trash receptacle will be concrete to match existing trash receptacles on Palm Valley Blvd.

B. 2021 Budgets

1. The Board reviewed 2021 budget drafts presented by the Finance Committee. **MOTION** by Barbara Bosson to approve the 2021 budgets as presented. Seconded by Jennifer Neal. Motion passed unanimously.

- a **Master** - The maximum allowable annual assessment of \$865.27, will be effective as of January 1, 2021. The actual assessed amount to be billed will be \$160.00 per year, effective January 1, 2021.
- b **Desert Greens** - The parcel assessment of \$172.00, will be effective as of January 1, 2021. The actual assessed amount to be billed will be \$172.00 per year, effective January 1, 2021.
- c **Horizons** - The parcel assessment of \$175.00, will be effective as of January 1, 2021. The actual assessed amount to be billed will be \$175.00 per year, effective January 1, 2021.
- d **The Fairways** - The parcel assessment of \$720.00, will be effective as of January 1, 2021. The actual assessed amount to be billed will be \$180.00 per quarter, effective January 1, 2021.
- e **Palmilla Shared** - The parcel assessment of \$296.00, will be effective as of January 1, 2021. The actual assessed amount to be billed will be \$74.00 per quarter, effective January 1, 2021.
- f **Palmilla Lakes** - The parcel assessment of \$520.00, will be effective as of January 1, 2021. The actual assessed amount to be billed will be \$130.00 per quarter, effective January 1, 2021.
- g **Palmilla Greens** - The parcel assessment of \$320.00, will be effective as of January 1, 2021. The actual assessed amount to be billed will be \$80.00 per quarter, effective January 1, 2021.
- h Notice of the Master Annual Assessment decrease will be mailed to all homeowners.

VIII. Committee Reports

A. Architectural Committee Report

- 1. The committee reviews submittals electronically on a weekly basis.
- 2. The committee meets the 4th Monday of the month on an as-needed basis.

B. Finance Committee Report

- 1. The Committee reviews financial statements electronically and meets on an as-needed basis.
- 2. The Committee met in October 2020 to review 2021 budget drafts.

C. Landscape Committee Report

- 1. Management requested a proposal from the landscaper to remove dead Rosemary bushes on Palmilla Blvd and provide a replacement plan.

D. Palmilla Pool Committee Report

- 1. Pool service this month is 3x/week.
- 2. Pool will be heated through Thanksgiving weekend.
- 3. The Committee meets on an as needed basis.

E. Improvement Ad-hoc Committee Report

- 1. Committee meetings have been on hold due to COVID.

F. Document Review Ad-hoc Committee

- 1. The Committee has already come up with potential revisions to the Association Bylaws. The Committee requests time on the next meeting agenda for Board feedback regarding potential revisions.

IX. Adjournment

A. Announcement of Next Meeting Date:

- 1. Next meeting is the Annual Membership Meeting scheduled for Wednesday, December 9, 2020, 7:00 P.M. via Zoom.

B. **MOTION** by Leif Nygaard to adjourn the meeting at 8:26 P.M. Jennifer Neal seconded. Motion passed unanimously.

Respectfully submitted,
 Susie Lumley
 Acting Recording Secretary