
Las Palomitas Association
Board Meeting Minutes
Tuesday, October 10, 2017

Catalina Foothills Church, 2150 Orange Grove Rd, Room 401-3

Board: Present

X **Cassandra Meynard**, President *via phone*
N/A **Monica Manning**, Vice President
X **Ray Soule**, Treasurer
X **James Wolf**, Member at Large *via phone*
X **William Falsgraf**, Member at Large
X **Terry Davis**, Member at Large *via phone*

Staff:

X **Donna Wood**, Managing Agent
X **Laurie Velger**, Meeting Minutes

Homeowners:

X **Judy Ranzer**

I. President Cassandra Meynard called the meeting to order at 4:00 PM. Five out of six Board Members were present (three via telephone), constituting a quorum.

II. Homeowner Input

First, Judy Ranzer stated her issue with the placement of the red "No Parking Fire Zone Tow Away" sign in front of her home. The location of this sign bothers her and she would like it moved. She also wanted to know why ours was the only HOA that needed to have these signs; and why some signs were placed in the center of the entranceway to homes and others placed off to the side. Donna responded that the signs were necessary because our neighborhood has T intersections that are turn-arounds for fire trucks, and at no time can these intersections be blocked with parked cars. Ms. Ranzer also had a comment regarding the landscaping: when the landscapers remove dead plants, they do not install any replacements. If this continues, at some point the neighborhood will start to look bare and unattractive. Donna reported that last year the Rules & Regulations were updated to put the responsibility for the enhancement of yard landscaping on homeowners — the Board would merely maintain what was already there. At some point the Board may remind homeowners that they are responsible for replenishing their landscaping and gravel rock. After Ms. Ranzer left the meeting, the Board agreed to her request and Donna will make arrangements to have the no parking sign in front of her home moved off to the side.

III. Approval of Minutes

- **A motion was made and seconded (Davis/Falsgraf) to approve the September 12, 2017 Meeting Minutes. All approve. Motion passes.**

IV. Financial Report (Ray Soule)

A. Approve **September 2017** Financials:
Operating Account \$ 39,606.86
Reserve Account \$ 97,086.18
Total Assets \$136,693.04

- a. Current Liabilities are \$20,431.09 (Prepaid Income).
- b. Retained Earnings are \$119,384.84.
- c. Net income is negative (\$3,122.89).
- d. Administrative Expenses are under budget this month by \$2,486. YTD \$964 below budget.

- e. Maintenance is under budget YTD by \$6,000 and Utilities are over budget by \$1,600.
- f. Reserves: In September, \$6,059 was transferred into Reserves.
- g. Only one homeowner is seriously delinquent.
- **A motion was made and seconded (Soule/Falsgraf) to approve the September 30, 2017 Financials as presented, and to approve the transfer of \$6,059 from the Operating Account into the general Reserve Account. All approve. Motion passes.**
- B. Approve May, June, and July, 2017 Financials:
Treasurer Soule recapped his Financial Analysis Report for these three months.
- **A motion was made and seconded (Soule/Falsgraf) to approve the May, June, and July, 2017 Financials as presented. All approve. Motion passes.**

V. Reports

A. Master Association Report (Monica Manning)

The LPPOA Board met on September 19 2017 at 10 AM, following an Executive Session at 9 AM. No agenda was posted for the Executive Session and no report was made from it. Cadden Management introduced Geoff Obral, who is taking Pierre's position as manager on Pierre's retirement. The Chair, Bill Bowen, then indicated that, due to the 15+ homeowners present from Ridge Estates, the topic of concern to them would become the first agenda item. Ridge Estates homeowners then presented their concerns about the Master Association's repaving of Cadena de Montanas as it approaches Via Palomitas between Ridge 4 and Ridge Estates. Most homeowners present were upset that it had been paved with chip seal application. They said it was noisy, rough, and not appropriate for their street. The engineer who oversaw the work for the LPPOA Board said it was *poly* chip seal, and it would temper over six months to a satisfying aesthetic. After an hour and twenty minutes of generally irate, repetitious discussion, and with no indication it was going to come to closure soon, Monica departed the meeting.

B. Design Review Committee (DRC) Report (James Wolf)

A copy of the DRC Meeting Minutes from September 28, 2017 was sent to all Board members.

- Las Palomitas Violations:
 - Wash Clean-up:** At first the DRC did not feel that enough clean-up was done, but are now satisfied.
 - Dead Pepper Tree:** Jim advised taking prompt action to remove the dead pepper tree just north of the Main Gate entrance west of the walking path. Since this is beyond the scope of our standard landscaping, Pinehurst will get proposals and take care of this.
- Issues: 1. The Common Area needs clean-up at the Palomar entrance south along the walking path. Although the homeowner liked the heavy foliage because it gave them privacy, this area is a fire hazard. Donna reported that 3R has since performed the clean-up. 2. The left side of the entrance to the community is looking ragged again, and the landscapers should be encouraged to give it regular attention. Donna reported that it has been cleaned up.
 - Two requests from Las Palomitas homeowners:**
 - Chad Lesson, Lot 193, 5932 N. Via Del Chiquiri, is refinishing his existing door.
 - **A motion was made and seconded (Wolf/Soule) to approve Chad Lesson's request for permission to refinish and stain his existing door. All approve. Motion passes.**
 - Richard Underwood had his landscape architect submit a detailed plan that will include six plants not on the approved plant list for which he would like approval.

All plants are native to the desert and non-invasive. Mr. Underwood agrees to maintain these plants from his front door to the Common Area.

- **A motion is made and seconded (Wolf/Soule) to approve Richard Underwood's request to install six desert plants not on the approved list on his property and he will take responsibility for maintaining them. All approve. Motion passes.**

[**Note:** Jim ended his phone presence at the meeting at 4:57 PM.]

C. Management Report (Donna Wood)

New Homeowners: There are two new homeowners:

Lot 170, 4032 E. Via Del Mirillilo: Christopher Chen

Lot 110, 3925 E. Via Del Verdemar: Julie Garrison

Pool Area: No issues since our last meeting on any pool issues. A homeowner reported that the drains in the bathroom have a tendency to smell once they get dry. The pool cleaners will be adding hot water and bleach to the drains. Donna requested the Bottle Brush and the Mexican Bird of Paradise be trimmed.

DRAFT 2018 Budget: The DRAFT 2018 Budget was included in the Board Package (overview and details will be given by Ray Soule).

Landscaping & Lighting:

- On September 26th Donna met with **David Rishor of LiteSync**, who is managing the updates to the lighting throughout La Paloma. She asked him to give us a quote/proposal on updating the lighting in the parking/mailbox/pool/Ramada/ bathroom areas. (Motion activated lights will be used in the bathrooms.) This will be uplighting from the ground up. David strongly suggested leaving the lamp posts lights (maybe changing the color and, of course, replacing the globe with something more current). In discussions for the lighting in the Ramada area, David suggested having a photo cell and timer connected to the Ramada lights. They would come on at dusk and automatically go off at 11:00 pm. This would keep a sense of security but not have lights on all night or left on from folks using the area. All lights would be cost effective LED lights. A proposal for the lights will have to be signed by President Meynard and submitted to the DRC for approval at their November meeting.
- Donna is also meeting with **Darbi Davis of Red Bark Designs** on Thursday, October 19th at 9:00 am. They will discuss an overview of the landscaping and have her give us a proposal for a 2-3 year plan to deal with the following: Entrance area, erosion issues — simple, clean and more up to date.
- Donna has submitted a copy of the AZ Tree Service proposal for taking down the thirteen Pepper Trees at a cost of \$10,800. One of these trees (that is dying) was noted in a letter from Debra Garcia of the La Paloma DRC Committee. Note: Discussion ensued and the Board decided to prepare a plan to ask the Master Association to pay for half the cost of both removing and replacing either the one dead pepper tree as the Master Association requested or all thirteen pepper trees.

Miscellaneous Issues: At the suggestion of Monica Manning, hand written thank you notes were sent to Express Painting, Arizona Tree Service, and Tracey Stark of the Dunn-Edwards Paint Company.

Road Maintenance: There are two road proposals for Board review that will be scheduled for 2018. We have an additional bid schedule to come in a few days. Once we receive a third bid the board will make a decision on the vendor.

Update/Additions to the Rules & Regulations:

- Tinted Window Film Addition – Information on window film is attached at the end of the Management Report. The addition will read:

Tinted Window Film

Reflective tinted window film is not permitted unless samples are presented to the Architectural Review Committee for review and then approved by the Board.

Any non-reflective tinted window film must be in the beige/tan/brown/copper tones to blend with our exterior wall and trim colors. It is at the discretion of the unit owner as to the percentage of the visible light transmission.

- **Parking Rules Update** – changes marked in **RED**:
 1. All residents' vehicles must display a La Paloma sticker. There is a limit of 2 vehicles per lot and vehicles must be parked inside the garage. Vehicles with a La Paloma sticker are not allowed to park in guest parking areas. Temporary exceptions require the approval of HOA President.
 2. Residents are prohibited from parking on the driveway or the street.
 3. No parking is allowed in fire lanes.
 4. All guests must park in designated guest parking areas. A current temporary La Paloma **gate pass** must be displayed on the dashboard **at all times**.
 5. No overnight parking is allowed on any La Paloma commercial property including the pool areas.
 6. Inoperable and unregistered vehicles must be stored in an enclosed garage.
 7. Junked motor vehicles may not be stored or parked in the guest or extra parking areas within the community. Junked vehicles are be defined as wrecked, dismantled, stripped, damaged, inoperable, or as having an expired registration.
 8. Any motor vehicle repair activity must take place inside the garage.
 9. Recreational vehicles, motor homes, campers, trailers of any kind, boats and commercial type trucks are not permitted in guest/overflow designated parking areas and must be parked in the garage and fit completely within.

The board was in agreement with the updated to the Rules and Regulations

Note: Donna will get send out a community email and get these updated rules posted online.

VI. Old Business

A. Changing CC&Rs Regarding Painting.

This issue will be tabled for now. Homeowner input will be requested at the Annual Meeting in January, 2018.

B. Updating Rules & Regulations

- a. Update Parking Rules –already discussed.
- b. Addition of Window Film Guidelines – already discussed.

VII. New Business

A. Adoption of the 2017 Reserve Study (Ray Soule)

- **A motion was made and seconded (Soule/Falsgraf) to adopt the 2017 Reserve Study for Las Palomitas. All approve. Motion passes.**

B. Draft 2018 Budget Review & Approval (Ray Soule)

Highlights of the 2018 Budget:

- A. Maintain dues at \$850/quarter.
 - B. Enhance the entryway and pool area.
 - C. Tighten Administrative Expenses: Insurance and Legal Fees. We are using Brown/Olcott for collections and Goldschmidt-Shupe for legal issues. Donna suggested just staying with Brown/Olcott.
 - D. Reduce fees for lighting and pest control. Pool service/repair and Utilities okay.
 - E. Pinehurst will receive a 10% increase in their management fees.
 - F. Projected Reserve Balance at 12/31/17: \$117,921.33.
- **A motion was made and seconded (Soule/Falsgraf) to approve the proposed budget for 2018, acknowledging that we do not change the quarterly dues for 2018 and stay with one legal office for collections and legal issues. All approve. Motion passes.**

C. Annual Meeting, Wednesday, January 24th at the Catalina Foothills Church

- a. Board seats are one-year terms
Pinehurst will send out an email to all homeowners asking for nominations to the Board. This will satisfy Arizona legal requirements. Ray suggested that it be noted that several members will not run again and it is imperative that we have some selection. Donna will extract parts of an article on "Why Serve on The Board." She will also find out if Pinehurst has the ability to send out emails and receive a "read receipt" back.
- President Meynard requested a list of items for the Annual Meeting Agenda; what was accomplished and what projects are slated for 2018.
- A \$600 donation has been allocated to the church for 2018.

VIII. Next Meeting

- A. The next Board meeting will be held on Tuesday, November 14th, 2017 at 4:00 PM at the Catalina Foothills Church.**

IX. Adjournment

There being no further items of business, a motion was made and seconded (Falsgraf/Davis) to adjourn the meeting. All approve. Motion passes. The meeting ended at 5:15 PM.

Las Palomitas Board Members	Phone	Email
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William Falsgraf , President	520-615-3189	wwfalsgraf@gmail.com
James Wolf , Member at Large	703-898-7476	gpawolf87@aol.com
Terry Davis , Member at Large	520-299-3814	davisdt@telus.net
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