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**Las Palomitas Association  
Board Meeting Minutes  
Tuesday, February 13, 2018  
Catalina Foothills Church, 2150 Orange Grove Rd, Room 401-3**

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<b>Board: Present</b>		<b>Staff:</b>	
<b>X</b>	<b>Cassandra Meynard</b> , President	<b>X</b>	<b>Donna Wood</b> , Managing Agent
<b>X</b>	<b>Terry Davis</b> , Vice-President	<b>X</b>	<b>Barbara Laakso</b> , Meeting Minutes
<b>X</b>	<b>Ray Soule</b> , Treasurer		
<b>X</b>	<b>James Wolf</b> , Secretary		<b>Owners:</b>
<b>N/A</b>	<b>William Falsgraf</b> , Member at Large	<b>X</b>	<b>Joyce Barkley</b> , Lot 131
<b>X</b>	<b>Jim Davis</b> , Member at Large	<b>X</b>	<b>Jeff Van Maren</b> , AAA Landscaping

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**I. Call to Order** (Cassandra Meynard)

**President Cassandra Meynard called the meeting to order at 4:00 PM after establishing a quorum was present.**

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**II. Homeowner Input**

- Residents like the new street signs and would like to get the backside stenciled on several street markers as well.
- Residents like the new lights that have been installed at the pool/spa area.

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**III. Minutes Approval**

**A motion was made and seconded (Wolf/Soule) to approve the January 9, 2018 Meeting Minutes. Motion passes.**

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**IV. Financial Report** (R. Soule)

Operating Account:	\$ 9,395.19
Reserve Account:	\$ 58,842.34
<b>Current Assets</b>	<b>\$ 68,237.53</b>

**A motion was made to accept Financial Statement as of Jan 31, 2018 and seconded (Soule/T. Davis). Motion passes.**

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**V. Reports**

- **Master Association Report** (M. Manning – last report submitted via email)
  - It is suggested someone attend Master Association Meetings as a Las Palomitas delegate
  - Master Association Attorney submitted written opinion (along with a letter of applicability) regarding that the La Paloma Property Owners Association is able to use executive meeting sessions to conduct business.
  - Master Association will be updating the lights at all the sub-association entrances as well as all the entrances to La Paloma.

➤ **DRC & Landscape Report** (Jim Wolf)

- Updated street signage in Las Palomitas was submitted to the DRC and approved at their last meeting. The contractor used was Sign-Up Services who also does all the signage within La Paloma.
- The DRC of La Paloma solicited three companies to update the lighting within the Master Association Committee the contract was awarded to David Rishor of LiteSync, at a cost of \$51,200. The proposed light fixtures have a lifetime warranty. The Committee has also negotiated a contract with LiteSync for zero-cost maintenance for 2018, and \$700 for the 2019 contract. The company can begin work in February and will take approximately two (2) months to complete. The Committee recommends that the project begin at the La Paloma Estates Gate.
- Bronze Up-Lighting will be used mounted close to the ground with LED lights.
- The former 5 Palms building is under new ownership.
  - i. Phil Skillings, new ownership partner with West Coast Capital Partners purchased the Five Palms property. Mr. Skillings provided the committee with an architect's rendering of the planned renovations and Jim Wolf brought a copy to the Board Meeting. Skillings plan to rent office space to no more than four (4) tenants, with the focus on attorneys, insurance companies, and financial institutions. The parking lot will be re-paved with an overlay. Landscaping will also be updated, using plants that are indigenous to the Sonoran Desert. Renovations to begin in April 2018.

➤ **Management Report** (D. Wood)

- The current and active rentals to date represent 15% of total community property.
- There are 3 new homeowners will close escrow on their homes during the month of March.
- There are no pool/heat/spa or maintenance issues to report.
- There has been some minor irrigation issues reported. Hopefully by adjusting the timer with our unseasonably warmer weather we can get all the issues resolved.
- If there are other irrigation issues, residents are requested to take pictures and send to Donna.
- Pool and Spa lighting upgrade and installation is complete and have had positive feedback.
- Columns lights at our entrance will be removed and replaced with bronze up lighting with LED lights.
- Any comments, suggestions on the ground LED lights will be addressed after it is installed.
- Jim requests that a "No Outlet" sign be installed on the entrance to Buho and he is willing to pay for it: \$143.

**A motion was made and seconded (Maynard/Soule) to take reserve funds to pay for additional street sign stencils on the back. Motion passes unanimously.**

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**VI. Old Business**

- Outdoor furniture – still open
- The globe lights by the entrance will be removed and replaced with new lights by the Master Association.

## VII. New Business

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### ➤ Board Officers

- All board members must sign the Code of Ethics/Conduct forms.

### ➤ Common area landscape proposal – AAA Design Jeff Van Maren

- Put together a design to address the common area and streetscape.
- Far end of Verdemar erosion area and dirt spills into the street off Palomita will be addressed as well.
- The landscape work can be done in any order.
- 1<sup>st</sup> is design and cost estimate
- AAA Design charges \$3400 for the 1<sup>st</sup> phase of design and \$1K will be credited towards landscape work.
- Low-water use plants and soft shrubs will be planted and boulders will be added along the berm and road areas.
- Simple landscape design and spaces (to include landscape rock and boulders) will be included in the overall design and will save on future maintenance.
- Design work can be done by phases and payments after each deliverable.
- Preliminary design should be ready in about 2 months.
- **A motion was made and seconded (Soule/Meynard) to approve AAA Design to render the design and landscape work by phase. Motion passes.**

### ➤ Landscape report (Jim Wolf)

- 1 full truckload of debris came out of the common areas and was hauled out.
- Continue to monitor landscapers work each week.
- Propose to upload a landscape calendar for all residents.
- Summer plants growth is faster and cleanup must be done more frequently.
- Schedule an extra day per week landscape work during the summer months may be required.

## VIII. Next Meeting:

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- Tuesday, March 13th at 4:00 pm. - All owners are invited and welcome to attend.

## IX. Adjournment

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**There being no further items of business, a motion was made and seconded Jim Davis/Terry Davis) to adjourn the meeting. Motion passes. The meeting ended at 4:50 PM.**

<b>Las Palomitas Board Members</b>	<b>Phone</b>	<b>Email</b>
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