
Las Palomitas Homeowners Association
Board Meeting Minutes
Tuesday, February 12, 2019 at 4 PM
Catalina Foothills Church, 2150 Orange Grove Rd, 405-7

Board: Present

X	Terry Davis , President
X	Jim Davis , Vice-President
X	Jonathan Mitchell , Secretary/Treasurer
X	William Falsgraf , Member at Large

Staff:

X	Donna Wood , Managing Agent
X	Joan Groom , Meeting Minutes
	Homeowner
X	Karen Kirwood

I. Call to Order

The meeting was to order at 3:46 p.m. after establishing a quorum with all members present.

II. Homeowner Input

- Karen Kirwood commented on parking violations.

III. Minutes Approval

A motion was made and seconded (Falsgraf/J Davis) to approve the November 13, 2018 Board Meeting Minutes as presented. Motion passed.

IV. Financial Report (*J. Mitchell*)

• **January Financials**

Current Assets	\$104,517.55
Reserve Assets	\$168,460.97
TOTAL ASSETS	\$272,978.52

- We spent a lot of money in January (which is explained in the Management Report).
- Reserves expenses: None
- Dues income: \$4,822 behind (discussed in executive session).
- Total expenses: Under budget by \$2,482.33.
- Administrative: Over budget \$3,280.
- Maintenance: Under budget \$339.50.
- Utilities: Close to budget.
- Net operating income: \$55,948.91
- Money for 12 month CD at Commerce Bank is being held in Reserve Account.

A motion is made and seconded (Falsgraf/J David) to accept Financial Report of as presented. Motion passed.

VI. Reports

A. DCR Submittal

1. LPAL ARC submittal for outside lighting options for homeowners

- There was a discussion regarding which and how many light designs and colors to offer for residents to choose from. Donna suggested offering the Ultralights with different finishes (bronze & caste bronze).
- Residents will not be compelled to change their lights. But if they change one light, they need to change them all to match and be in compliance with the Dark Sky Ordinance and the HOA standards. The Master Association will not approve new lights not in compliance with the Dark Sky Ordinance.
- Terry Davis signed DRC form.

B. Management Report (*D. Wood*)

Escrow Date: 1/1/2019-2/7/2019

2/7/2019

New Owner	Unit Address 1	Lot #	Previous Owner	Process Date	Escrow Date
Michdon Properties, LLC	4069 E Via Del Vireo	144	Malvina & Ben Krane	1/31/2019	1/23/2019
Zachary Baker	4024 E Via Del Vireo	160	Rocco Mojo	1/30/2019	1/15/2019

January Financials

Operating Expense:	\$104,517.55
Reserves:	<u>\$168,460.97</u>
Total Assets:	\$272,978.52

Income: We are behind on our dues income for the 1st quarter by \$4,822.29 (discuss in Executive Session).

Administrative Expenses: We are on target for all our administrative expenses.

Maintenance: We are running over budget by \$3,280 due to landscaping billing for two months in January (to include December). We also took out a diseased cactus and a dying PV tree (\$690). Pest control is up because of the treating of termites in the equipment room.

Utilities: We are running really close to budget on all utilities; just \$11 variance.

Reserve Expenses: We have not spent any funds from Reserves. However, I have attached the current bill from Jeff Van Maren on the hours he has spent on our master landscape plan – 26 hours at \$75 per hour=\$1,950. I suggest we from Reserve category under Landscaping (7475) (Board Action Item)

A motion was made and seconded (T Davis/Falsgraf) to approve Jeff Van Maren landscaping plan for \$1,950 to Reserve Landscaping Line Item 7475. Motion passed.

Transfer: We are running over budget by \$3,280 due to landscaping billing for two months in January (to include December). We also took out a diseased cactus and a dying PV tree (\$690). Pest control is up because of the treating of termites in the equipment room. We

automatically transfer \$6,059 each month. We have not increased our transfers to Reserves since 2016. **I suggest we increase the transfer to Reserves to \$6,600, an increase of \$6,492 for the fiscal year. (Board Action Item).**

A motion was made and seconded (Mitchell/J Davis) to increase amount of transfers to Reserve Account to \$6,600. Motion passed

CD at Commerce Bank

Per my conversation with Jeanne Johns at Commerce Bank of Arizona, in order to open the CD, **we will need to have meeting minutes where the Board specifically requests that we open the 12 month, 2.05% CD at Commerce Bank of Arizona and designate which Board members will be the signers on the account.** Per my conversation with Jonathan Mitchell, the signers will be Jim Davis and Terry Davis. (Board Action Item – see below)

Pool Area

There have been no issues recently with the pool or spa. We recently had termite tunnels spotted in the equipment room and had them treated via Horn Pest Management.

Pool Inspection

Pima County inspected the pool and wrote up a corrective action list.

- **First Aid Kit** must be available in the pool area for members.
- **The hose bib must now be protected from back siphon-age.**
 - They recommended we install a hose bib with a vacuum breaker by next inspection.
- Gate latch is lower than 54 inches, unless we submit an ADA request for lower lock (which we will do).
- Our wrought iron bars are more than 4 inches apart.
 - Donna suggested nothing be done until they give us an ultimatum.
 - Terry mentioned kids find it easy to jump over the fence. Donna said it's a stucco wall and we can put something on top to make it higher.
- **Trash** – Should be thrown away rather than left in the kitchen area. Donna will send an email.

Landscaping:

Tree Trimming – with approval of the tree trimming, mistletoe removal and dead branch material, AZ Tree Service started work on Monday, February 4th and will continue until March 8th date. All is going well.

Annual Meeting Follow-up:

Our annual meeting was a success. We had double the turnout from the previous year. A good success. I have already asked them to reserve the room for next year. Some people thought we could have it a little earlier and it becomes a nice meal from work or heavy appetizers that suffice for dinner.

Thank you all for taking time to review the annual meeting minutes.

Miscellaneous

Lighting

I would like to approve the lighting for owners to give them two options to install on their homes. I would like to make the caveat that if they are replacing one of the front light, all front lights must conform to the same design. I have attached a DRC with the lighting options given by David Rishor of Lifesync. (Board Action – see above)

Judy Murphy

Letter regarding parking in driveway during termite treatment.

As you saw, I have sent out a community email regarding the large trucks parked on Vireo. The maroon truck belongs to Annie Jeong's tenant. (I contacted Annie via email to apprise her and get the name of her tenant but she did not respond.) I have spoken directly to Hans Klaudt, who owns the large white Dodge Ram truck. He is the tenant of Lucas Schneider, and is purchasing Mary Ellen Barnes home. I have attached the La Paloma Policy Resolution for Gate access; however, it will need to be addressed to the Master Association Board by a Board member on behalf of the Las Palomitas Board.

VII. Old Business

None.

VIII. New Business

A. CD Maturity and motion to move to Commerce Bank

A motion was made and seconded (Mitchell/Falsgraf) to move CD (to include the principal and interest) to Commerce Bank 12 month 2.05% CD with President Terry Davis and Vice President Jim Davis as signers on the account. Motion passed.

B. Code of Conduct – Board members signed Code of Conduct.

C. Spring Pool Party

- The Spring Fling is scheduled for April 7, 2019.

D. DRAFT Letter to Master Association for Mismanagement of funds and 5% increase in Master Association dues; question about entrance fountain; and speeding signs

- Terry will draft a letter to the Master Association requesting a detailed description of over-charges and resolution; plans to maintain the fountain at the entrance; steps to reduce speeding on Via Palomita; and issuance of gate access passes as stated in their resolution of 2016.
- He will send draft to Donna who will revise and then forward to board members for comment.

E. Parking Issues in Las Palomitas

- The Board discussed the parking violations, especially the situation with Hans Klaudt and the tenants in Annie Jeong's unit will email the homeowner outlining

the ongoing issues of illegal parking, including the relevant email string, as a first step.

- Donna will give parking violation tags to the Board to put on vehicles parked illegally. Board will give Donna list of violators, who may be fined.

IX. Next Meeting

Tuesday, March 12th at 4:00 pm.

All owners are welcome and invited to attend.

X. Adjournment

There being no further items of business, the meeting adjourned at 4:37 p.m.

Las Palomitas Board Members	Phone	Email
Jonathan Mitchell, Treasurer	520-591-9710	pgajon@gmail.com
Terry Davis, President	520-299-3814	davisdt@telus.net
Jim Davis, Vice President	520-306-7180	Jdaz4201@yahoo.com
Bill Falsgraf, Member at Large	216-598-3525	wwfalsgraf@gmail.com
Donna Wood, CMCA, AMS	520-298-2146	donna@pinehurstproperties.net