
Las Palomitas Homeowners Association
Board Meeting Minutes
Tuesday, May 11, 2021 at 4:00 PM
Zoom Virtual Meeting

Board: Present

- X Terry Davis**, President
X Jim Davis, Vice-President
A Pete Torrez, Member at Large
X Stephanie Kirz, Member at Large
Owners Present
X Joyce Barkley
X Ginny McCanse

Staff:

- X Donna Wood**, Managing Agent

Independent Contractor
X Joan Groom, Meeting Minutes

X Linda Head

I. Call to Order

The meeting was called to order at 4:03 p.m. after establishing a quorum with three members present.

II. Homeowner Input

- None

III. Minutes Approval

A motion was made and seconded (Kirz/J Davis) to approve the April 13, 2021 Board Meeting Minutes as presented. Motion passed.

IV. Financial Report (*Donna Wood*)**April 2021 Financials**

Operating: \$ 91,089.14
Reserves: \$ 259,085.84
Assets: \$ 350,174.98

Income: YTD under budget by \$525.13.

Expenses

Administrative Expenses: Our insurance payment cycles are different with our new insurance (over this cycle by \$3,189). But annual budget amount reflects correctly. We have not yet received a statement from the Master Association for dues, but will likely pay next month.

Maintenance Expenses: Our landscape maintenance is a higher monthly service. Linda will report on landscaping for the first month with Sonoran-Oasis. But our overall maintenance budget was under for April, reflecting the same for YTD.

Utilities: Under budget by \$795. Our water costs have decreased significantly (over \$3,800 YTD). Getting water leaks fixed correctly. Next month we might see a small rise in water bill due to refilling the pool after the tile cleaning and deck work.

Total Expenses: We are under budget YTD by \$17,794.

Reserve Expenses: There were no Reserve Expenses for this year.

Transfer: Our monthly transfer is \$5,682.08.

V. Reports

A. Landscape Report (*L. Head/ A. Constant*)

Activities in Progress:

1. Donna Wood sent letter to Southwest Grounds requesting that they come back to fix problems with the irrigation they installed. This includes additional leaks at joints and installing plumber's tape in all of these joints. They were given 30 days. They have agreed to do that, but have not done so as yet. This will be monitored.
2. Committee will look at additional trees that need removal per the arborist, Jackie Lyle's recommendations and other recommendations made by R.O. Tree Service to identify what needs to happen next for our trees. We will look at replacing trees as well. Deborah Munoz-Chicon suggested that we take advantage of the free tree program through Trees for Tucson. We may be able to get several trees this way.
3. Committee will be working to identify common areas and front yards that would benefit from vegetation replacement. We will also be asking homeowners about this as we are able to replant. Deborah Munoz-Chicon has agreed to help us with this and securing plants.
4. The committee will be making plans to use a water truck this summer, if necessary, to supplement water to our non-irrigated vegetation. Sonoran Oasis is able to help us with this.

Activities Completed:

1. Sonoran Oasis has completed one complete cycle here in Las Palomitas. Linda gave a general rundown of issues that arose during this period and what was communicated and agreed upon with Sonoran Oasis. We met with owner, Deborah Munoz-Chicon as a committee on May 3, 2021 to share observation both from the community and from Sonoran Oasis crews here. Future plans are as follows:
 - a. Committee will identify cacti pups in the community which can be transplanted during monsoons to front yards and common areas needing additional landscaping or vegetation;
 - b. Walk-through with Deborah to identify what need hard pruning or removal;
 - c. Provide committee with estimate of rock work to prevent erosion on a steep area at the end of Tangara;
 - d. Consider pre-emergent during monsoon;
 - e. Evaluate plants in need of fertilizer (should be minimal);
 - f. Plan for replacing vegetation in front of homes where plants have died (this will be done when new irrigation is installed in those areas).
2. Drip Doctor completed work in Las Palomitas and was able to do it approximately \$1,500 less than the estimate. They have created an updated map of irrigation.
3. R.O. Tree Service have completed their work to remove dead trees in the phase 1 of their recommendations.

Recommendations:

1. The committee recommends that we replace irrigation as follows:

2. Lots 136-154 & Common area 2,490 feet 13,695.00
 3. Lots 155-162 & Common area 1,150 feet 6,325.00 Lots 165-167 & 187-195,
 4. Common area 1,875 feet. 10,315.00 (per current irrigation map this also includes Lot 164)
- TOTAL: \$30,335.00**

B. Management Report (*D. Wood*)

Escrow Date: 4/11/2021-4/30/2021

5/1/2021

New Owner	Unit Address 1	Lot #	Previous Owner	Process	Escrow Date
Brent Blavlock & Katherine Rusie	4072 E Via De La Tandara	134	John & Marcia Orcutt	4/26/2021	4/22/2021

DRC Submittal – Lot114 Jennifer Zehr

I have an email to Karen Blavlock regarding the decision for the Little Lending Library and still haven't heard anything.

Pool area:

The week of April 19th the pool area was closed. The deck was resurfaced, tiles were cleaned and fresh water pumped back in the pool and spa. The deck surface looks really good. The pool was re-opened the afternoon of April 26th.

4040 Mirillo

On our inspections on Monday afternoon, I saw McEnnis Plumbing at the home with the orange hose. I asked them about the schedule to get this house back into "usable form" again. This week they will start to reroute the water lines (through the attic). Next week they will start repairing the drywall. Once the painting is done, it should be ready to go by the first part of June. We should see orange line draped over the garage frame go away by the time of this meeting.

Irrigation Triage

The Drip Doctor had estimated \$5K to fix the current leaks on the property so we could move forward. The overall bill was just over \$3,600.

HOWEVER, there are some areas, especially on Vireo where a leak will be fixed and the next section of line starts splitting. I strongly recommend we start our irrigation upgrade project NOW because some sections we are chasing after leaks. I suggest his #2 & #3 get escalated to #1 & #2. Instead of starting with common areas (unless they are really in need), I suggest we focus on the front yards.

I have attached a color coded irrigation map Drip Doctor put together.

Don Black has recommended
4/20/2021

Donna and Linda

After going through all the irrigation systems at Las Palomitas. My suggestion that we do the common area behind lots 118-126 first. (this is along via Palomitas behind those homes in the common area) \$8,335.00.

The second area would be lots 155-162 & common area. (This is Placita del Vireo and the end of via del Vireo) \$6,325.00.

The third area would be lots 136-154 & common area. (This is the area of Verdemar leading to the remaining portion of Vireo) \$13,695.00.

We can start on July 19th. If we get any cancellations before July I will let you know. Thanks again, Don Black / The Drip Doctor

Sonoran Oasis Landscape Company

The Landscape Committee and I met with Sonoran Oasis Landscape Company on March 30th. Linda & the Landscape Committee will be reporting on their meeting with Sonoran-Oasis post full rotation.

Board Training

Charles Sellers and Chad Gallacher of Maxwell & Morgan hosted the Board Boot Camp Part I was held on May 6th and attended by over 40 participants and covered the following topics.

The BOD Basics Part I spans the foundational principles of:

- **What are some of the basic board member responsibilities/duties**
- **Different types of meetings and the legal requirements to hold a meeting**
- **The importance of knowing who you work for as a board member**
- **Healthy deliberations and best practices for board meetings**
- **The legal standard describing how a board member is to discharge their duty pursuant to Arizona law**
- **How a board member can be protected while serving on a board**
- **Avoiding conflicts of interest, and**
- **Properly acting within the scope of authority**

We hope several board members can join on May 13th from 11:30 – 1:00 pm Here is what is covered.

The BOD Basics Part II includes:

- **Applicable community association laws**
- **Hierarchy of governing document (different types and order of priority.**

Interpreting governing document provisions

- **Specific examples of verbiage regarding use restrictions or assessment obligations, and**
- **Safe harbor for board members**

Hopefully this is valuable information for new board members, and a great reminder for those that have served for some time.

VI. New Business

- A. Tree Trimming – 2021
 - No recommendations yet.
- B. Irrigation – Moving Forward
 - Drip Doctor - \$30,335

A motion was made and seconded (J Davis/Kirz) to approve Drip Doctor's upgrade of irrigation for \$30,335. Motion passed.

VIII. Next Meeting

September 14, 2021

IX. Adjournment

There being no further business, the meeting adjourned at 4:40 PM.

Las Palomitas Board Members	Phone	Email
Terry Davis, President	520-299-3814	davisdt@icloud.com
Jim Davis, Vice President	520-306-7180	Jdaz4201@yahoo.com
Pete Torrez, Member at Large	520-906-1000	pete@tucsonree.com
Stephanie Kirz, Member at Large	206-661-5946	Stephanie@stephaniekirz.com
Donna Wood, CMCA, AMS	520-298-2146	donna@pinehurstproperties.net