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**Las Palomitas Homeowners Association**  
**Board Meeting Minutes**  
**Tuesday, November 14, 2023 at 4:00 PM**  
Zoom Virtual Meeting

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<i>Board: Present</i>		<i>Staff:</i>	
<b>X</b>	<b>Jim Davis</b> , President	<b>X</b>	<b>Sarah Kiernan</b> , Managing Agent
<b>X</b>	<b>Jennifer Zehr</b> , Vice-President		
<b>A</b>	<b>Stephanie Kirz</b> , Member at Large		
<b>X</b>	<b>Pete Torrez</b> , Member at Large	<b>X</b>	<b>Independent Contractor</b>
<b>X</b>	<b>Courtney King</b> , Member at Large		<b>Joan Groom</b> , Meeting Minutes
	<b>Owners Present</b>		
X	Linda Head	X	Hans Klaudt & Judith Noiseux
X	Thomas Callum	X	Ginny's phone (Virginia McCause?)

**I. Call to Order**

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The meeting was called to order at 4:05 PM. after establishing a quorum.

**II. Homeowner Input**

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Linda mentioned the Master Association wanting to add 15% to the dues. She spoke with the RDG Board president, who is trying to put together a coalition to address Master Board decisions. He said the 15% is to provide support fees for the golf tournament the country club has agreed to host. The previous host was trying to get rid of the tournament because of the effect on the community. We have nothing to do with the golf course, but we're expected to contribute to it. Some money is also for trees along the road. He is hoping to collect enough Board members to attend the Nov 21 Master Board meeting and to ask what specifically this 15% is supposed to represent. He feels this will provide a united front that will make the Master Board listen. Linda asked that as many Board members as possible attend. She would be willing to represent LPAL on the Master Board.

Jennifer said 2 lights on her house are out and asked if that was her responsibility or the Association's responsibility. Sarah will check.

Hans mentioned speeding after dark. He wonders about speed monitors on Via Palomita. Jim said that is Master Association responsibility.

**IV. Minutes Approval**

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**A motion was made and seconded (Zehr/Torrez) to approve the October 10, 2023 Board Meeting Minutes as presented. Motion passed.**

**V. Financial Report (Sarah Kiernan)**

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**October 2023 Financials**

Operating:     \$107,846.48  
Reserves:       \$261,738.75

**Assets:        \$369,585.23**

Income: Dues income YTD is under budget by \$8,035.09

Administrative Expenses: YTD Under budget by \$525.30.

Maintenance Expenses: YTD we are currently \$14,376.69 under budget.

Utilities: YTD Under budget by \$2.48

Total Expenses: We are under budget, in our expenses YTD by \$13,853.87

Reserve Expenses: YTD we are under budget by \$21,818.94.

*Transfer*

Our monthly transfer is \$4,666.67.

FDIC Insured Limit: The FDIC insured limit is \$250,000. Currently Las Palomitas is over by \$119,585.23. I would like to recommend we put all the reserves into an ICS Account or a CDAR account (7 month special for 5.25%, which she recommends) with Alliance or at least \$130,000. The ICS can get anywhere between 3.0-4.5% and we can withdraw without penalty up to 6 times per month if needed.

**A motion was made and seconded (Torrez/Zehr) to move \$119,585 of Reserve Account funds into a 7 month CDAR for 5.25% interest. Motion passed.**

## **V. Reports**

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

**Activities in Progress:**

The committee will be meeting with landscaping companies to solicit bids for common area clean-outs. The committee will submit those figures to Management to be considered by the Board.

**Activities Completed:**

11 replacement trees have been planted. The ocotillo you see at the entrance was a substitution and was possible because a couple of the downed trees were in locations that really couldn't accommodate a new tree. This should complete this project.

We thought we had our irrigation fixed when the trees were planted. It turned out that it really wasn't fixed, and the trees had already been planted. The Landscape Committee would like to thank several homeowners for volunteering to water new trees next to their properties. Without their help, these trees would not have survived.

These homeowners are:

Helen Steinmann of De La Tarenga  
Judy Samattasri of Via del Mirillo  
Jessica Alvarez of Placita del Vireo  
Ginnie McCanse of Via del Buho

**Recommendations:**

Following the planting of the new trees, Sarah received several requests from homeowners asking for trees and other vegetation. Earlier this year, the landscape committee prepared a two page explanation of the types of vegetation allowed here in La Paloma. We would like to recommend that a community email be sent out attaching this explanation along with the Rules and Regulations (also on our website) which defines homeowner and HOA responsibilities regarding landscaping. Another document which was just revised in 2023 and is on our website is the Las Palomitas Handbook also clearly spelling out landscaping responsibilities. We believe that many homeowners here just are not aware of this information either because they are new to the community or have just not kept up on information regarding our community. The documents referred to here have been forwarded to Management with this report.

We are continuing to recommend rest of cleanouts when money becomes available.

**Management Report (Sara Kiernan)**

In Escrow

**Escrow Date: 9/1/2023-11/13/2023**

New Owner	Unit Address 1	Lot #	Previous Owner	Process Date	Escrow Date
None					

*Attorney clarification on towing from driveways.*

PRIVILEGED COMMUNICATION. Sarah, the Board of Las Palomitas asked that I clarify my opinion that towing from private driveways is not permitted. Arizona Revised Statutes Section 9-499.05 states that towing requires the consent of the vehicle owner or the property owner where the vehicle is located. This is the rule that towing companies follow in Tucson; therefore, Las Palomitas will not be able to find a towing company that would tow a vehicle from a private driveway with the express consent of the vehicle owner or the property owner. Please let me know if there are further questions about parking enforcement in Las Palomitas.

*Tow Company*

Chet with AJ's Towing has sent over a contract for us to review, he will put up new signs and will be available on a "as called" basis. When or if we sign the contract, I will arrange for him to meet us on site. I met him at our office, he has a smaller tow truck that would work perfectly for our roads, the truck is clean and well kept.

*The Board approved contracting AJ's Towing.*

*Plumbing*

With the irrigation issue, we had a plumber out to check our back flow and water pressure, all appears well but we do have a pressure valve that has started to leak and is about 10 years old and is due for replacement. The cost for the repair was \$1,616.98.

*Reserve Study*

They adjusted all costs by 3%, re-ran the Cash Flow Analysis & provided the revised report as requested. The FFB, PF & proposed Reserve Allocation all changed on page 4 under the Summary section.

With the increased costs, we will now be funded by 58% instead of the 60%. Does that make sense, or do we have additional questions for the Reserve Study?

Pinehurst Properties Inc is transitioning to a partnership with CINC Systems, LLC. We go live on December 1. CINC software systems is a state-of-the-art HOA management software that integrates with your HOA Bank (Alliance Bank). We think you will see a positive impact from our partnership with CINC and its integration with your HOA Bank. Everything will be available to homeowners, they will be able to access it on their phones with an app. They can make payments, access violations, and community documents. Board members will be able to run reports and vote on architectural requests. Our first letter to the community has gone out but another email with app details will go out next week. This change will save Las Palomitas \$10 per month.

*Management Fee January 2024*

As you all know the costs have increased over the last year, there was no exception to Pinehurst Properties. Because costs have increased, as of January 1, 2024 your management fee will be increased \$50 per month.

**DRC Submittals**

Lot 112 – Window Replacement – Approved

Pool area cabinet has been replaced and it's a working area again.

**VI. Old Business**

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- A. Reserve Study Approval  
Jim would like study approved.

**A motion was made and seconded (Torrez/Zehr) to approve the Reserve Study. Motion passed.**

- B. Parking Revisions  
Tabled until next meeting.

**VII. New Business**

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- A. Insurance Renewal - 8.1% increase as opposed to 10% by most companies.  
There was a discussion on soliciting additional insurance quotes. Since current policy's renewal date is November 19<sup>th</sup>, Sarah said approving it now does not lock Association into policy for the next year. It can be canceled, so other companies could be considered.

**A motion was made and seconded (Zehr/Torrez) to approve the insurance renewal. Motion passed.**

- B. Golf Tournament  
Jim would like input from members.

**VIII. Next Meeting**

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**Next Meeting December 12, 2023 at 4 PM via Zoom**

**IX. Adjournment**

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**There being no further business, a motion was made and seconded (Zehr/Torrez) to adjourn the meeting 4:52 PM.**

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