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**Las Palomitas Homeowners Association  
Board Meeting Minutes  
Tuesday, March 13, 2018  
Catalina Foothills Church, 2150 Orange Grove Rd, 405**

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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>Homeowner:</b>
<b>X</b>	<b>William Falsgraf</b> , Member at Large	<b>X</b>	<b>Deborah Robin</b> , Lot 107
<b>NA</b>	<b>Jim Davis</b> , Member at Large		

**I. Call to Order**

**Vice President Terry Davis, called the meeting to order at 4:00 p.m. after establishing a quorum was present. President Cassandra Maynard arrived and conducted the meeting**

**II. Homeowner Input**

There is no homeowner input.

**III. Minutes Approval**

**A motion was made and seconded (Wolf/Falsgraf) to approve the February 13, 2018 Board Meeting Minutes. Motion passes.**

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

**A motion was made to accept Financial Statement as of February 28, 2018 and seconded (Wolf/Falsgraf). Motion passes.**

**February Financials:**

Current Assets	\$ 50,761.18
Reserve Assets	\$117,610.07

**TOTAL ASSETS                      \$168,371.25**

**There are currently \$15,969 funds available.**

- The Balance Sheet is in good shape.
- There are outstanding \$4,350 showing as unpaid HOA dues since last month but these are journal entry date issues.
- Recognizing Kerry Bezosky for her work in making phone calls and emails to homeowners to remind them to pay HOA dues on time.
- There are 2 serious delinquent and unpaid dues in the account.
- Income: We are under budget in our income by \$1,345.51 for the quarter
- Administrative: Over budget in Administrative expenses by \$7,000.77. Due to our rural Metro bill which was budgeted for January).
- We also made our \$500 contribution meeting expense for 2017 to the Catalina Foothills church (which is in the YTD budget).

- Maintenance: Over budget by \$1068; Maintenance & Repair - lighting by \$302.00, Landscape cleanup for \$560. Clean up that could not get covered in our regular maintenance service and irrigation is over by \$135.
- Utilities – We are over budget in all categories by \$522 except trash removal.
- Our overall expenses ran over budget by \$8591. However, YTD we are running under budget on our expenses by \$161.
- In our Reserve Expenses we spent \$2812 for the Lighting project and \$4578.91 for our new street signage (planned expense).

**V. Reports**

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

- In the February 23rd Master Association meeting minutes, it was suggested to re-landscape median strip along Sunrise Drive and that the funding will be from contributions by businesses in the area.
- President Maynard thinks it is a great idea.
- Also, a suggestion was made that the holiday decor theme will be a Southwest look for display perhaps at the front entrance. It was not really clear in the MA meeting minutes.
- Jim Wolf is looking for a new DRC representative as he is moving and selling his home.

**Management Report** *(D. Wood)*

In Escrow

Escrow Date: 2/06/2018-3/6/2018  
 3/6/2018/2018

New Owner	Unit Address 1	Lot #	Previous Owner	Escrow Date
Rocco Mojo	4024 E Via Del Vireo	160	Katz Family Trust, David Katz ttee	2/14/2018
Anita Constant	6060 N Via del Verdemar	137	Diana Anderson	3/15/2018
Jonathan Mitchell	4074 E Via de lan Tangara	133	Carol Cowan	3/19/2018

8 homes sold in 2017

**Proposal for an updated Landscape Design for our Common Area:**

- Jeff is working on our preliminary plan.
- Some basic plan will be available for review at the next meeting.

**LA Paloma DRC:**

- A DRAFT of the January 25<sup>th</sup> DRC meeting minutes is attached to the package.
- A DRC submittal is attached for Perry 3941 E Via del Verdemar Lot 112.
- They have already cut back the oleanders.

**Pool Area:**

- There were termite tunnels spotted in both restrooms and the equipment room.
- An email was sent to the board earlier.
- They have been treated upon your approval.

**Landscaping:**

- Jim Wolf and Donna met with Aaron Williams owner of Southwest Grounds landscaping company.
- Aaron Williams will be presenting a bid for landscape maintenance for Las Palomitas as well as the remainder of the common-area clean up.
- Common area clean up: If we can do an aggressive clean up in the winter time, it should go a long way on keeping pack rats and other rodents out of the area.
- Donna received the following email for additional landscape work from Anna at 3R Tucson Landscaping. Ricardo quoted the following:
  - To finish the clean up of the common areas as highlighted on the plan would cost \$3,900.00.
  - To go twice a week in the months of April through September the cost would be an additional \$2,000.00 per month or \$2800 more per month if calculated per day and this is a discounted rate because he is present everyday at the community.
  - Our current contract is \$3,412.50 per month for landscape maintenance.

**C: Asphalt Project:**

- We have the asphalt crack filling and sealing scheduled for April 30 – May 1st.
- A map is included in the packet for reference.
- The announcement and reference map will be sent out to the community via email.

**VI. Old Business**

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- Outdoor furniture – In Progress
- Pool Party is scheduled for April 8<sup>th</sup> 4-6pm.
  - a. HOA will provide the drinks and paper products.
  - b. Suggestions for the party:
    1. Capital improvements themed party.
    2. Appetizer contest.
    3. White elephant bid wrapped gift - 2x trade rules
    4. Donna to write up invitation as draft.
    5. If residents want to participate, they must bring a gift wrapped.
    6. There must be a volunteer judge.
    7. Donate a can of for food bank.
- Lighting & street sign installation
  - Light repairs by parking by pool are completed.
  - Street sign have been modified.

**VII. New Business**

**A motion to remove the common area Recycle Bins was made and seconded (T Davis/Soule). Motion passes unanimously.**

- Discussions:

- Javelinas have been tipping over the recycle bins laying trash all over the grounds.
- The signs to close the lid tight has been ripped off several times.
- Homeowners should place their recycles in their own locations.
- Donna will send out a community email to let everyone know that the recycle bin in the common area will be removed.

**A motion to contract with SW Grounds/Aaron Williams (not to exceed \$2,955 for clean up of the common areas) and to terminate the current landscape maintenance contract with 3R was made and seconded (T Davis/Soule). Motion passes unanimously.**

- Discussions:
  - Landscaping – Common area clean- up & new proposals:
    - South of Buho to be cleaned up
    - 3R Landscape is just not efficient in their work for the community. They put in 21 hrs /week (3 persons).
  - Contacted Aaron Williams from SW Grounds to submit a new bid for landscape maintenance:
    - Offers a 24 hours / week work schedule.
    - \$1590 less /year for work and clean up.
    - Aaron Williams have been doing landscape maintenance for 20 years.
    - It will take a 30-day notice to terminate current contract with 3R

Everyone thanked Jim giving attention to the common areas and highlighting all the work that needs to be done to clean up and maintain the area.

#### **VIII. Next Meeting:**

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**Tuesday, April 10<sup>th</sup> 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 (T Davis/Falsgraf) to adjourn the meeting. Motion passes. The meeting ended at 4:57 p.m.**

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