

**TOWNHOUSE VI HOMEOWNERS' ASSOCIATION**  
**REGULAR BOARD MEETING**  
**Wednesday, December 8, 2021, 9:30 am**  
**ZOOM Meeting**  
*Pending*

**CALL TO ORDER-President, Bill Stephenson**

- Called the meeting to order at 9:30.
- This meeting again used video technology ZOOM.
- Approximately 20 people were logged in at various times during the meeting with both video and audio. In person or face to face meetings are still limited because of the COVID Pandemic.

**ROLL CALL-Secretary, Jackie Means**

- Board members present: Mark Spence (2024), Jackie Means (2022), Bill Stephenson (2022), Sandy Cooney (2023), Dan Thompson (2023), George Pavey (2022), Sharon Gaipman (2024), Ernie Stelzer (2024), Shawneen Schmitt (2023).

**APPROVAL-BOARD MEETING MINUTES-October 20, 2021.-Bill Stephenson**

- Motion to approve the minutes was made by Ernie Stelzer and seconded by Sharon Gaipman. The motion was approved by all Board members.

**OFFICERS' REPORTS**

- **President -Bill Stephenson**
  - Provided updates from several meeting recently attended:
    - **Attorney Carolyn Goldschmidt-Q & A**
    - Bill keeping cash reserves close to \$45,000 to cover unexpected expenses primarily litigation that could cost between \$10,000-30,000 per case. This level could prevent special assessments.
    - Bill noted our additional concerns include: drainage repairs for common area, landscape damage due to last summer's monsoon, shed damage, loss of income if some unable to pay dues.
    - Bill recommended keeping the cash reserves at current level of \$45,000.
    - Rentals-Remain a major concern for many HOA's
      - Bill stated new rental form has been sent to all homeowners in the 2022 Dues Packet.
    - **GVC President's Roundtable:** Discussion on "Dark Sky" requirements. GVC may sponsor a forum to present specific information.
    - **Roads Forum:** Currently using 2% yearly as an inflation for road fund revenues. Must continue to monitor this over the long term as changes in costs are subject to oil prices, raw materials, supply and demand.
- **Vice President-George Pavey**
  - No report at this time
- **Treasurer- Sandy Cooney**
  - **November Financials**
    - Receipts are greater than expenses due to contributions to Landscaping budget and 2 more home sales that anticipated.
    - Landscaping expense is lower but this may change in December with additional pickup costs
    - Difference in budget to actual: Roads has dollars that have not been spent and Office Supplies is higher due to cost of CC&R (Spring 2021) and "Dues Packet" mailing.

- o **2022 Budget**
  - Dues increase from \$320 to \$350 and will bring in an additional \$2,700.
  - The change covers an increase the paving reserve allocation planned every 5 years to cover inflation costs.
  - Includes an increase in transfer fees for homes sales from \$200 to \$240. Five home sales are projected for 2022.
  - Budget expense increase includes: landscape expenses for drainage issues on Alegria, \$500 for road signage, social committee budget projecting more social events in 2022.
- o **A motion to accept the 2022 budget was made by Sandy Cooney and seconded by Jackie Means and passed by the Board.**
- **Secretary-Jackie means**
  - o Dues mailing sent to 90 residents-88 in the United States-2 in Canada. We have received about 10 responses.
  - o In November, Board approval for the dues increase was obtained unanimously by email vote. This is required to be noted in the Board minutes

## COMMITTEE REPORTS

- **Architecture-George Pavey**
  - o There have been a lower number of requests for architecture changes this year as compared to last.
  - o A new version of the THVI Renovation Worksheet is in draft form and will be released soon.
  - o Progress has been made on 905 Del Monte as the front yard has been worked on. Tthe backyard work is scheduled for December 14.
  - o Bob Huff, longtime member of the committee has resigned.
  - o Mark Spence will be joining the committee in January
  - o Working on HOA's location and outside lighting impact as it relates to Dark Sky Code of Pima County.
- **Landscape-Tim Cooney**
  - o Tuesday's crew began in mid-October with 8-10 volunteers weekly.
  - o More growth has occurred because of the amount of rain last summer and more maintenance is needed in the common area
  - o More volunteers are needed for Tuesday's crew
  - o Significant drainage issues from the monsoon will require help with earth moving equipment and have received 2 residents have responded to assist.
  - o Landscape crew plan: primary focus on regular maintenance with special projects and homeowners' requests being secondary to regular maintenance.
- **Social Committee-Shawneen Schmitt**
  - o Several social events are planned; however, the continuing pandemic may postpone inside group gatherings.
  - o A Thirsty Thursday event is planned for Thursday, December 16 at the north end of Los Opalos.
  - o January 4 gathering was cancelled by the board.
  - o Committee is working on creating "gathering places" in the common area to include seating and tables. Ernie Stelzer, who has mapped the trails, will work with the committee on locations. Donations of tables, chairs and benches will be requested.
  - o **A motion for Board support of the Social Committee to continue to develop locations and costs for the "gathering places" was made by Shawneen Schmitt and seconded by George Pavey. The motion was passed by the Board.**
  - o Request to put on agenda for the annual meeting for more discussion.
- **Roads-Bob Post**
  - o Resealing of our roads is scheduled for 2022.

- o Resealing of THVI's portion of Alegria will be in May providing that time also works for THIV.
- o Cost of resealing Alegria about \$4,000.
- **Welcome-Gill Batterman**
  - o Bill Stephenson welcomed Gill as the new "Welcome committee" chair and thanked CeCe Thompson for her service to the committee.
  - o At an English tea three members of the committee "welcomed" new residents Lexi & Don Eykelbosch to THVI.
- **Nominating-Jackie Means**
  - o Jackie thanked Pat Peissig for her service on the nominating committee
  - o Acknowledged new board nominee Rick Oliveira attending the Zoom meeting.
- **Green Valley Council-Jackie Means**
  - o New executive director will take over January 1
  - o No summaries last 2 months as information has been limited
  - o Presentation last month: When to Call 911...do not hesitate to call...there to assist at all times whatever the situation.

## UNFINISHED BUSINESS

- **Financial Policy & Financial Review Committee-Sandy Cooney**
  - o Established to document certain procedures and controls regarding financial matters of the HOA.
  - o Key focus is internal controls over approval of disbursements.
  - o Establishment of a "financial review committee" comprised of 3-5 members of the HOA including one board member other than the Treasurer. Looking for volunteers for the committee.
  - o A "duties of the committee" document as well as the financial policy are on the website. No password is required. Please take some time to read.
  - o Please email Sandy at [cooneysth6@gmail.com](mailto:cooneysth6@gmail.com) with comments.
  - o Approval of the policy will be on the agenda at the January Board meeting.
- **Signage proposal for Alegria & Topacios -Dan Thompson & Shawneen Schmitt**
  - o 3 sets of signs are proposed; 2 Welcome to the Neighborhood signs, 2 new speed limit signs, 2 caution signs. Additional information regarding location of these signs will be sent to residents in a separate email.
  - o Neighborhood Watch Signs will be removed.
  - o Much discussion regarding placement of signs & effectiveness
  - o This is an initial attempt to slow traffic in THVI...speed bump might be necessary.
  - o **A motion to spend \$500 for the six signs was made by Sandy Cooney and seconded by Mark Spence. The board passed the motion.**
- **Little Library Update-Renae Hengel**
  - o Some glitches in development but should be ready to go Friday, December 10.
  - o Raised \$1250 from donations & have \$60 remaining
  - o May use remaining \$ for landscaping near the library.
- **Bulletin Boards-Jackie Means & Bill Stephenson**
  - o Boards have been in bad shape for a few years-plastic is cracked and difficult to move.
  - o OK to have them connected to stop signs because roads are private
  - o Replacement "sandwich boards" cost between \$136-400.
  - o Some discussion occurred regarding keeping or eliminating the boards.
  - o Sharon Gaipman volunteered to work with the committee.
  - o More investigation is needed. Will report at next meeting
- **Alegria Drainage-Bill Stephenson**
  - o Rebuild is necessary because of summer rains.
  - o Pima County Stormwater Engineer has provided drainage design recommendations
  - o Volunteers needed to work in a limited area to determine how much work may need to be

contracted.

### **NEW BUSINESS**

- All items in this category were discussed earlier in the meeting.

### **RECOGNITION**

- Several people in attendance recognized the following individuals for their contributions to making THVI a special place to live
  - George Pavey, CeCe Thompson, Bob Huff, Donna Coon, Renae Hengel, Gill Batterman, Pat Peissig.

### **UPCOMING MEETINGS-**

- **Annual Meeting-Wednesday, Jan 12 @ 9:30...After much discussion was decided this meeting will be ZOOM**
- **Board Meeting Wednesday, Jan 26 @ 9:30 Still scheduled for Las Campanas-Ocotillo Rm**

### **ADJOURNMENT**

- Motion to adjourn was made by George Pavey and seconded by Shawneen Schmitt-Meeting was adjourned at 11:27 am.

Respectively Submitted  
Jackie Means, Board Secretary  
December 9, 2021