

**TOWNHOUSE VI HOMEOWNERS' ASSOCIATION
BOARD MEETING
Wednesday, February 5, 2025 4:00 PM
GVR Las Campanas Center, Juniper Room**

CALL TO ORDER – Mark Spence – President

- The meeting was called to order at 4:00 PM. There were 19 people in attendance, including 2 on Zoom.

ROLL CALL – Jackie Means – Secretary

- The following Board Members were present
Mark Spence (2027)
Sharon Gaipman (2027)
Yvonne Morris (2027)
Pat O'Leary (2026)
Sandy Cooney (2026)
Jerry Deno (2026)
Rick Oliveira (2028)
Margaret O'Leary (2028)
Kathleen Edwards (2028)

APPROVAL OF THE MINUTES OF THE PREVIOUS BOARD MEETING – DECEMBER 11, 2024

- Motion to approve the December 11, 2024 Board meeting minutes was made by Pat O'Leary and seconded by Rick Oliveira. The Board approved the motion.

APPROVAL OF THE AGENDA

- Motion to approve the Agenda was made by Yvonne Morris and seconded by Sharon Gaipman. The Board approved the motion.

WELCOME TO THE NEW BOARD MEMBERS

- **President Mark Spence**
The President welcomed the following two individuals, who were joining the Board for the first time:

Margaret O'Leary
Kathleen Edwards

ELECTION OF 2025 BOARD OFFICERS

- The President reported that the following Board members are nominated to serve as Officers:
Mark Spence – President
Yvonne Morris – Vice President
Sandy Cooney – Treasurer
Pat O’Leary – Secretary

The President asked if there were any nominations from the floor. There were none. He asked if there was a motion for a unanimous ballot. Rick Oliveira so moved and Margaret O’Leary seconded. The Board unanimously elected the above- named Board members to serve in the cited offices for 2025.

APPROVAL OF THE STANDING COMMITTEE CHAIRS AND MEMBERS

The Board unanimously approved the 2025 Standing Committee Chairs and Members listed on Attachment 1 to the Minutes.

OFFICERS’ REPORTS

- **President – Mark Spence**
A Special Meeting will be held to hear the appeal of Tom and Nora Knox of the Landscape Committee’s recent decision to permit pruning and trimming of the Palo Verde tree on the common area at Camino Del Monte’s south end near the Knoxes’ property. The Secretary will distribute a package of materials regarding the appeal before the Special Meeting. He urged the Board members to look at the subject tree before the meeting

The following are the specific details regarding the meeting:

(1) Date, Time and Place:

February 10, 2025

12:00 Noon

East Center

(2) Process:

Landscape Committee Presentation – 15 minutes maximum

Appellants Presentation – 15 minutes maximum

Residents Comments – 3 minutes maximum per resident

Board Discussion and Vote

The HOA Leader is website with helpful information about governing and managing HOAs. Townhouse VI subscribes to the HOA Leader and has a group membership. Any Board members who would like to access the site should contact the President.

The Green Valley Council ("GVC") hosts a monthly Presidents Forum. At the most recent meeting, the GVC reported on the following:

- (1) The GVC acquired land to build a larger building near the GVC's current offices.
- (2) Before construction can start, the GVC needs to raise the money. Maybe, the new building will be ready by 2026.
- (3) The Green Valley Hospital building on the East Frontage Road has been purchased by a trucking company, which will probably re-sell it.

- **Vice President - Bill Stephenson**

Bill and Yvonne Morris, the Architecture Review Committee Chair Person and incoming Vice President, have been working with Anthony Forte, the 905 Camino Del Monte property owner, to make some repairs to his property. One issue is proposing a color scheme for painting the property. The painting could possibly be completed in February. No action has yet been proposed to address the landscape issues.

Additional details on Bill's report are appended as Attachment 2

- **Treasurer – Sandy Cooney**

Sandy did not present a formal report since she had just furnished a report at the HOA's January 29, 2025 Annual Meeting

In recent days, she has paid the following annual fees:

GVC dues - \$1260

Storage unit fee - \$594

All 2025 residents' dues payments have been collected.

The HOA currently has about \$9,000 in a money market account to pay for smaller projects, such as:

Road resealing – estimated at \$4500

Erosion control – estimated at \$1500

The HOA currently has between \$20,000 and \$22,000 available to purchase a certificate of deposit;

MOTION: Sandy moved that the HOA purchase a Certificate of Deposit in an amount between \$20,000 to \$22,000 for 13 months bearing an interest rate of over 2% from the BMO Harris Bank. Margaret O'Leary seconded the Motion. The Board approved the Motion.

- **Secretary – Jackie Means**
No report

COMMITTEE REPORTS

- **Architecture Review Committee (ARC) – Yvonne Morris, Chair Person**

Yvonne provided a lengthy report on the following:

- (1) Townhouse VI Painting Instructions and Definitions form, and
- (2) Townhouse VI Architecture Review Committee Color Changes Proposal, including a copy of a new Color Palette.

Both of these documents are appended as Attachment 3.

An extensive discussion followed presentation of the two documents. The ARC will consider the comments and send a revised Color Palette and Painting Instructions to the HOA for comment during February.

- **Financial Review Committee – Sharon Deno, Chair Person**

Sharon was unable to be present. She sent her report with her husband, Jerry Deno, a Board Member. Sharon's report is appended as Attachment 4.

- **Green Valley Council - Sharon Gaipman, Board Liaison**

The Townhouse VI website contains up to date information on the GVC's activities.

- **Nominating Committee – Bill Stephenson, Chair Person**

The Nominating Committee's work for 2024 was reported at the Annual Meeting. They will convene in the Fall of 2025 to nominate Board candidates.

- **Roads Committee – Jerry Deno, Chair Person**

The Committee has been investigating costs for the sealing of the roads' cracks and has received one estimate of \$4500 to do the work.

- **Social Committee – Sharon Gaipman, Chair Person**

Residents should review the Townhouse VI website and the Townhouse VI newsletter for updated information on planned social activities. The Social Committee has planned a February 14, 2025, Valentine's Day social event at Las Campanas, starting at 5:00 PM. The event will feature food, beverages and Valentine's Day sweets.

- **Welcome Committee – Gillian Batterman, Chair Person**

No report

- **Landscape Committee – Bob Laux – Bachand, Chair Person**

The report is appended as Attachment 5

UNFINISHED AND FUTURE BUSINESS

Board Projects Status

- **Review Landscape Policy**
Bob Laux – Bachand, Committee Chair Person
Rick Oliveira – Board Liaison
- **Second Town Hall Meeting – Mark Spence, President**
Date, Time and Location:
March 14, 2025
2 – 4 PM
Las Campanas Center, Ocotillo Room
Linda Bennett has agreed to serve as the facilitator
- **Common Area Maintenance And Improvement Projects**
Erosion Control and Alegria Drainage System
Bill Stephenson, Spokesperson – See Attachment 2

RECOGNITION

- **Mark Spence, President**
Recognized the following for their service to the community over many years

Bill Stephenson – Former President, Vice President, and longtime Board member
Jackie Means -Former Secretary and longtime Board member
Sharon Gaipman – Current Board member and Chair Person of the Social Committee

RESIDENTS COMMENTS

- **Bill Stephenson**
In light of the destructive Los Angeles, California fires, he advised that an Arizona Department of Forestry official has previously surveyed the Townhouse VI area and has concluded the fire risk is low. Also see Attachment 2.

Mike Rantz has advised that he is willing to join the Roads Committee. See Attachment 2.

NEXT REGULAR BOARD MEETING

- Date, Time and Location
March 5, 2025 (Wednesday)
4:00 PM

Las Campanas Center, Juniper Room

ADJOURNMENT – MOTION

- Moved by: Sharon Gaipman
Seconded by: Sandy Cooney
Approved by the Board

Submitted by
Patrick F. O'Leary
Board Secretary

Date: February 20, 2025

Attachment 1

THVI STANDING COMMITTEES

February 2025

COMMITTEE	CHAIR	MEMBERS
Nominating	Bill Stephenson	Dan Thompson, Yvonne Morris, Sharon Gaipman
Architecture	Leen Edwards	Dan Schmitt, Yvonne Morris
Landscape	Bob Laux-Bachand	Ernie Stelzer, Toby Armstrong, Rick Oliveira, Jane O'Leary
Roads	Jerry Deno	Bill Stephenson, Mark Spence
Social	Sharon Gaipman	Jane O' Leary, Fran Chapman, Janet Woessner, Stephaine Spence, Sharon Olsen
Welcome	Gill Batterman	Marilyn Oliveira, Vickie Stephenson, Leen Edwards
Financial Review Committee	Sharon Deno	Eva Hunt, Judy Savarese Peggy O'Leary
G V Council Rep	Sharon Gaipman	Alternate: Gill Batterman

February 2025

Jackie Means

Attachment 2

Items for the 2/5/25 board meeting

Enforcement: We have the attention of the owner of 905 Del Monte. He as contacted a painter/stucco repair contractor and Yvonne and I have given him our recommendation on paint colors. He is currently contacting a roof repair company.

Nominating: At last weeks meeting Mike Rantz volunteered to join the Roads Committee. We would like to have one more member.

Erosion Control: Mark, Andy and Bill met with Gabriel Lopez to go over plans for preventing erosion on Topa and the steep slope on Opalos. Expect to receive a bid late nest week.

Fire Prevention: In 2022 the Arizona State Forestry Department was asked to do a Fire Risk Assessment of TH6. They determined that TH6's fire risk was "Low", but they did have some recommendations that could improve the risk even further. Bill is looking for anyone interested in using these recommendation as a guide and conducting a walking survey of TH6.

Bill Stephenson

Attachment 3

THVI ARC COLOR CHANGES PROPOSAL

2025

Dear Members of the Board:

The Architectural Review Committee (ARC) has completed its review of the THVI Painting Instructions and Color Scheme. Our goal was to simplify the instructions where possible, address items that were missing, and to update the color palette to give homeowners a bit more flexibility. I'm pleased to provide you with the ARC's recommendation for a revised paint scheme and instructions for TH VI. We believe our palette preserves the intent of the HOA for a community with a desert southwest feel, while providing an opportunity for our residents to express themselves creatively in an attractive and complementary manner.

Here is a summary of the proposed changes:

1. Rather than have Preferred Color Schemes, the ARC proposes an open palette paint scheme. To preserve the Southwest "look and feel" of our neighborhood, the original color choices (including the "Legacy Colors") were retained and new complementary colors were added. See the attached color chart and list.
2. We propose adding Rosebud (SW 6288), a pale pink, as a new Stucco color. Additionally, several new Trim colors, as well as Front Door Colors are proposed.
3. The color palette is divided into 3 categories: Stucco, Trim, and Front Door. Accent colors under the prior paint scheme are now included in the Trim or Front Door categories.
4. Pop-Outs around windows may be painted a Trim color.
5. Standards for painting/ maintaining mailboxes/light posts and flag poles are now included.

As I said, the "Legacy Colors" were preserved, but they are no longer designated as such. However, under the Legacy Color Scheme (which was grandfathered for continued use when the existing paint scheme was adopted), homeowners were allowed to paint their front door any color they chose. We propose that homeowners currently using the Legacy Colors (Honied White, Muslin, Pueblo and Croissant) be given a grace period to repaint their front doors (if necessary to comply with the new color scheme). This grace period would extend until the next time the house is painted or for 3 years, whichever is sooner.

Additionally, after the hail storms in 2022 and 2023, many homeowners had to reseal or replace their roof. As a result, numerous parapet walls in the HOA are now white, instead of being painted the stucco color of the house as required.

Apparently, some roofers believe that the parapet wall should be sealed with the rubberized coating all the way to the top of the parapet. Whereas others believe a proper seal can be achieved by sealing the parapet to a height of a foot or so.

We propose that homeowners with visible white parapets be given a grace period to come into compliance. This grace period would extend until the next time the roof is resealed, the house is painted, or for 3 years, whichever is sooner. Furthermore, the ARC is aware that there will be a slight difference in the appearance of the stucco color when it is applied to the rubberized coating as opposed to the stucco. This is because there is a difference in surface tension between the rubberized coating and stucco, and so the paint does not adhere the same.

Therefore, when applied to the rubberized coating, the paint color will appear to be slightly lighter in tone than when the paint is applied to stucco. However, we do not recommend requiring homeowners to achieve an exact match as this would require them to stucco over the rubberized coating. We believe this would impose an undue burden on the homeowners that outweighs the benefit it would achieve.

Homes with front doors or parapets that need to be repainted will be noted during the upcoming home survey and we propose that the grace period will begin to run once the owners are notified at the conclusion of the survey.

I've asked Mark to place our proposal on the agenda for the Board's February 5, 2025 meeting. Before then, please take a look at the attached color palette and Painting Instructions and Definitions and let me know if you have any questions or comments prior to the meeting. By the way, we've shown this palette to a few residents in the course of ARC activities, and the positive feedback has been quite enthusiastic.

Yvonne

Yvonne Morris, Chair
THVI ARC
520.440.5073
yvonnemth6@gmail.com

TOWNHOUSE VI PAINTING INSTRUCTIONS & DEFINITIONS

APPROVED BY THE BOARD OF DIRECTORS: _____ 2025

PRIOR TO BEGINNING ANY EXTERIOR PAINTING, YOU MUST SUBMIT AN ARCHITECTURAL RENOVATION SHEET TO THE ARCHITECTURAL COMMITTEE (ARC). Please allow 30 days for the Committee to meet and review your request. Call an ARC member with any questions. If you are working with a contractor, be sure that they are informed of the need to adhere to these guidelines.

Any new painting that does not match the approved exterior colors will have to be repainted within 60 days to conform with the approved colors.

As of _____, 2025, an "open palette" paint scheme is being used by TH VI to allow for simplicity, flexibility and individuality. To preserve the Southwest "look and feel" of our neighborhood, the original color choices were retained and new complementary colors were added. See the attached color chart and list. We encourage the use of lighter colors for the base and darker colors for trim. All colors listed are Sherwin Williams (SW). **NOTE:** Colors viewed online are not as exact as the "hardcopy" SW color samples. Each ARC committee member has all the color samples available to assist in choosing which, if any, combinations to use.

1. Choose from the approved exterior color palettes: **Stucco; Trim; and Front Door** (front door/screen door/door frame).
2. You may use any brand of paint as long as it matches the colors listed. The paint mix computers used by most stores to mix custom paint colors can typically be set up for SW paint numbers using any brand of paint.
3. You **MUST** use flat or satin finish paint on the body of your house; semi-gloss may be used on Trim. Do **NOT** use gloss paint on any part of the exterior of your house.
4. **STUCCO COLOR:** Stucco color **MUST** be used on the body of the house, garage doors, visible portions of parapets, wood panel walls (at front and rear of house), and any utility box attached to the exterior of the house (i.e., circuit breaker panel, solar panel electrical boxes, irrigation control box).

Stucco color **CAN ALSO** be used on all exterior surfaces.

5. **TRIM COLOR:** Trim Colors may be used in two ways. The Primary Trim Color that you choose may be used on all exterior doors, wood frame around exterior doors, "Pop-outs" around windows & doors, decoratively designed gutters & downspouts (upon

approval by ARC), ramadas, wood beams over garage doors, entry roof structures, fascia, metal bars covering windows, front and rear gates and secondary gates and metal work interior to the front wall gate.

Additionally, a **SECONDARY TRIM** color may be used as an accent color on the front gate, rear yard gate, security screen door and front door, or within a decorative design element that has been incorporated into a primary trim feature.

6. **FRONT DOOR:** These colors are approved for the front door and frame **ONLY**. (NOTE: FRONT DOORS & SECURITY DOORS may also be ANY OTHER COLOR FROM THE APPROVED COLOR PALETTES).

SECONDARY DOORS (to storage or garage) **MUST** be Stucco or Trim color, including the wood trim around exterior doors.

7. **GATES & METAL WORK:** Front and Rear Gates may be Primary Trim Color, Stucco Color, Secondary Trim Color, black, white or natural metal (bronze).

Metal bars covering windows, "secondary" gates and metal work interior to the front wall **MUST** be Stucco or Primary Trim color, black, white, or natural metal (such as bronze).

8. **MAILBOXES/LIGHT FIXTURES:** Shall be kept in good repair and painted **BLACK** (preferably Flat finish).

(USPS mailbox regulations: The carrier flag on a mailbox can be any color except green, brown, white, yellow, or blue. The preferred color is fluorescent orange, and the flag should contrast with the mailbox's color. The numbers on a mailbox should be at least 2 inches tall and contrast with the mailbox's color. Reflective numbers are recommended for better visibility at night.)

9. **FLAGPOLES:** Shall be white or natural metal and kept in good repair.

DEFINITIONS

Stucco - all wall surfaces presently covered with stucco, including parapets.

Parapets - that part of any wall that extends upward of the roof level.

Garage doors – The garage door includes all garage door surfaces. It **MUST** be painted the house color. (NOTE: The garage door may not have a glossy finish.)

Wood panels - any wood panels in the front entry or on the back walls.

Trim - fascia, visible parts of roof stringers, wood molding or "pop-outs" around doors and above garage doors, and some windows and across some entry ways.

Fascia - the point where the gutter and the roof line meet.

Stringer - straight piece of wood that connects two things together.

Pop-outs - raised stucco (trim) around windows, eyebrows, and garage doors.

Ramadas - those structures extending over the rear or front patios. Includes posts, beams and stringers.

Iron grill work - Entrance way and ironwork covering windows.

Gates - Metal or wood in front or in back.

Roof tile - All roof tile should be standard terra cotta color.

LIST OF PALETTE COLORS

STUCCO:

Honied White	SW 7106
Muslin	SW 6133
Pueblo	SW 7711
Croissant	SW 7716
Clary Sage	SW 6178
Blonde	SW 6128
Agreeable Gray	SW 7029
Sands of Time	SW 6101
Rosebud	SW 6288

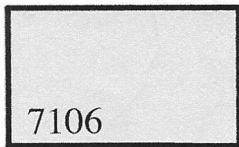
TRIM:

Dry Dock	SW 7502
Canyon Clay	SW 6054
Dark Brown	SW 7520
Special Gray	SW 7017
Dorian Gray	SW 7017
Mythical	SW 6550
Audrey's Blush	SW 9001
Aged Wine	SW 6299
Nifty Turquoise	SW 6941
Caribbean Coral	SW 2854
Composed	SW 6472
Alabaster	SW 7008
Abalone Shell	SW 6050
Jalapeño	SW 6629
Jadite	SW 6459

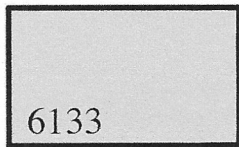
FRONT DOOR:

Real Red	SW 6868
Pink Flamingo	SW 0080
Rayo de Sol	SW 9020
Wood Violet	SW 6557
Splashy	SW 6942
Houseplant	SW 6727

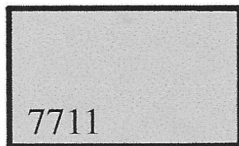
STUCCO



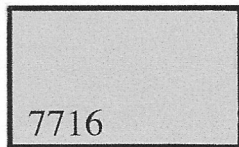
Honied White



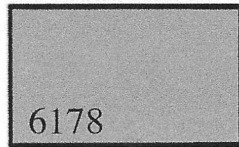
Muslin



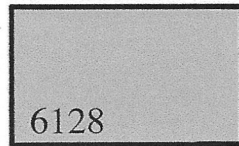
Pueblo



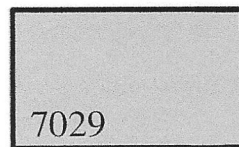
Croissant



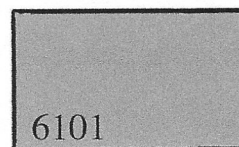
Clary Sage



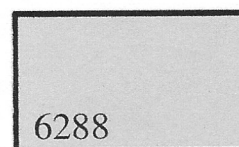
Blonde



Agreeable Gray

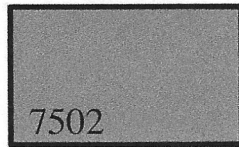


Sands of Time

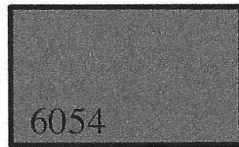


Rosebud

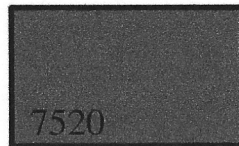
TRIM



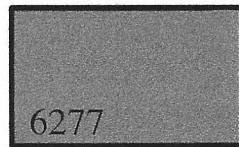
Dry Dock



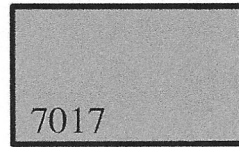
Canyon Clay



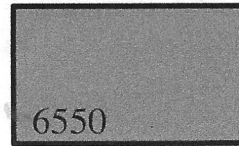
Dark Brown



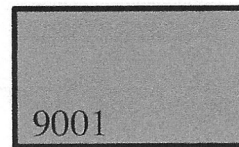
Special Gray



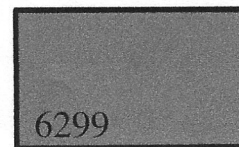
Dorian Gray



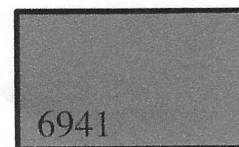
Mythical



Audrey's Blush

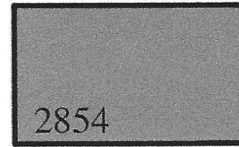


Aged Wine

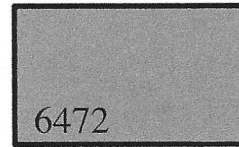


Nifty Turquoise

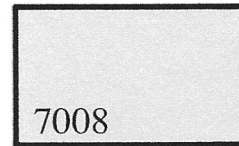
TRIM



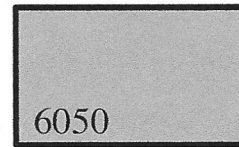
Caribbean Coral



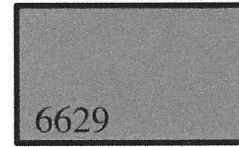
Composed



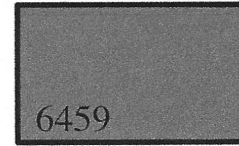
Alabaster



Abalone Shell

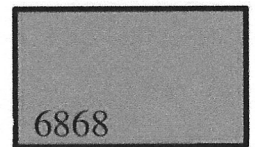


Jalapeno

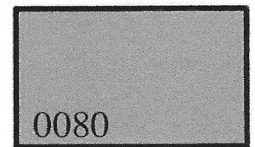


Jadite

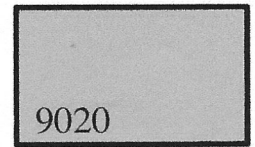
OPTIONS: FRONT DOOR ONLY



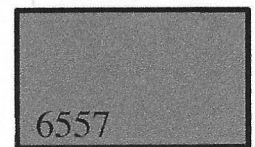
Real Red



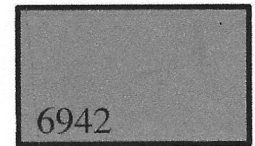
Pink Flamingo



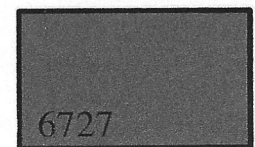
Rayo de Sol



Wood Violet



Splashy



Houseplant

Attachment 4

February 5, 2025

Board of Directors

Townhouse VI

There is no new financial review as of this date.

I have received and accepted the resignation of Bill Stephenson as a member of the Financial Review Committee. I reluctantly accepted Bill as a member of this committee and I was wrong. Bill is a hard worker, eager to learn, perseverant, diligent and very willing to add insight. I have enjoyed working with Bill (even when he leaves his hat) and will miss his contribution.

I want to welcome Judy Savarese to the Financial Review Committee as well as Peggy O'Leary as Board member liaison.

Sharon M Gero
Committee Chair



Patrick OLeary <pfoth6hoa@gmail.com>

Attachment 5

Fwd: Landscape Report for 2-5-25 Board Meeting

1 message

Robert Laux-Bachand <lauxbachand@gmail.com>

Sat, Feb 22, 2025 at 11:06 AM

To: Patrick OLeary <pfoth6hoa@gmail.com>

----- Forwarded message -----

From: **Robert Laux-Bachand** <lauxbachand@gmail.com>

Date: Thu, Feb 6, 2025 at 4:25 AM

Subject: Landscape Report for 2-5-25 Board Meeting

To: GV Townhouse VI <gyth6hoa@gmail.com>

As I write this, M&C Landscaping is finishing the collection of our first set of piles for 2025. We are paying them \$2,150. The previous collection cost the HOA \$2,100. Martin informed me that these 22 piles were more heavily weighted with cactus. As requested by the board, M&C supplied us with their latest billing statement from Waste Management, which conforms with the transfer tickets we received for the Dec. 12-16 pickup.

Both the tickets and the statements are addressed to "B And A Landscaping" of 4849 W De La Conoa Dr, Amado AZ 85645-9752. This was the name of the business before Martin and Carlos changed it to M&C. Here is the information from online business records:

"M&C LANDSCAPING, LLC is an Arizona Domestic Limited-Liability Company filed on May 8, 2019. The company's filing status is listed as Active and its File Number is 1984081.

"The Registered Agent on file for this company is National Contractor Services Corporation and is located at 1010 E Jefferson St, Phoenix, AZ 85034. The company's principal address is 4849 W De La Canoa Dr, Amado, AZ 85645.

"The company has 2 contacts on record. The contacts are Carlos H Arvizu from Sahuarita AZ and Martin E Ballesteros from Amado AZ."

I don't want to belabor the point, but I felt it was necessary to make this matter as clear as possible. Martin told me, in effect, that they hadn't changed the name of their commercial account with Waste Management. Evidently they considered that doing so was a hassle ... Can I please stop "investigating" these guys?

This week we started a new batch of brush, branches, cactus and agave piles. Mark Batterman and Bill Stephenson worked along Alegria, trimming trees and tending to the ditch. Dan Bell continues weed-whacking in the area of Topacios and Opalos. The rest of the crew proceeded west on the South Trail as far as the Rubies cul-de-sac. Next week we will clear the trail leading from Rubies to Alegria, and pursue other tasks as needed.

Submitted by Bob Laux-Bachand
Landscape Committee chairman