

TOWNHOUSE VI HOMEOWNERS' ASSOCIATION
REGULAR BOARD MEETING
Wednesday, April 3, 2024 9:30 am

Pending

CALL TO ORDER-President-Mark Spence

- The meeting was called to order at 9:30. There were 16 people (1 resident by Zoom) in attendance including 8 board members.

ROLL CALL-Jackie Means

- Board members were present: Bill Stephenson (2025), Sandy Cooney (2026) (joined by Zoom), Jerry Deno (2026), Jackie Means (2025) Sharon Gaipman (2027). Yvonne Morris (2027), Mark Spence (2027), Patrick O'Leary (2026) Absent Rick Oliveira (2025)

APPROVAL-BOARD MINUTES- December 6, 2023

- Motion to approve the minutes was made by Sharon Gaipman and seconded by Pat O'Leary. The motion was approved by the board.

APPROVAL OF AGENDA

- Motion was made by Mark Spence seconded by Sandy Cooney to approve the agenda. The motion was approved by the board.

OFFICERS REPORTS

- **President-Mark Spence**
 - Introduced Roberts Rules of Order as the preferred method for conducting meetings
 - Provided to those in attendance 2 copies of the AZ Statutes for Planned Communities -the state rules under which HOAs are governed.
 - Reminded Board Members to send documents (in draft or final form) to Jackie Means, Secretary, who will then send it out to the board and residents. Please use the email address; gvth6hoa@gmail.com.
- **Vice President-Bill Stephenson**
 - No report
- **Treasurer-Sandy Cooney**
 - Referring to March Financials-The final homeowner dues were collected as part of the home sale closing plus a late fee. One of the income categories is called Transfer & Other Fees. The late fee is included there. In addition, this statement category will be used for any enforcement fees collected.
 - On the expense side the largest expenses were \$1,850 for a brush pile pickup and \$750 for the balance due on the reserve study.
 - A new money market account was opened in March to separate the reserve funds from general funds. A total of \$22,877.51 as transferred into the new account.
- **Secretary-Jackie Means**
 - There has been a total of 14 houses sold in THVI since January 2023. Another house has recently been sold and will close next month. THVI has turned over almost 17% of the homes in 16 months.

COMMITTEE REPORTS

- **Architecture – Yvonne Morris**
 - The committee has made recommendations to clarify the language in the existing guidelines in sections 3 & 4 regarding vegetation on personal property that block views. These changes also impact necessary changes in the "Architectural Renovation Worksheet. The changes in the guidelines are attached to these minutes.
 - Currently, there is 1 view blockage complaint outstanding which will be reviewed under the new guidelines. Cases will be reviewed on a case-by-case basis working with the homeowners and those that remain unresolved can be referred to the board
 - The ARC is reviewing the HOAs paint scheme and will make recommendations regarding accent colors in the future.
 - The ARC is reviewing the use of solar alternative for the light posts. It is being tested by John Grahame for suitability.

- The committee recently approved one solar and three painting requests.
- **A motion was made by Sharon Gaipman and seconded by Yvonne Morris to update sections 3 & 4 in the Architecture Guidelines as proposed. The Board approved the motion.**
- **Financial Review-Sharon Deno**
 - Sharon Deno has accepted the role as chair of the committee.
 - A suggestion was made to purchase a laptop for the treasurer. No action was taken by the Board.
 - Members of the committee; Bill Stephenson, Eva Hunt, Dan Schmitt, Steve Chase. Bill Stephenson is the newly appointed Board member of the committee as required by the Financial Review Policy.
 - Sharon Deno announced her resignation as the chairperson. She also resigned from the committee stating she would not serve with the Board member assigned to be part of the committee.
 - Jerry Deno requested an executive session of the Board to discuss reasons for her resignation.
 - **A motion was made by Jerry Deno and seconded by Pat O'Leary to adjourn to an executive session to discuss Sharon Deno's resignation. The board passed the motion.**
 - The board made a temporary adjournment to discuss the situation.
 - **A motion was made by Sharon Gaipman and seconded by Pat O'Leary to accept Sharon's resignation and to reconvene the meeting. Jerry Deno recused himself from the vote. The remaining seven members passed the motion.**
 - Mark Spence offered Sharon the opportunity and time for her to reconsider her resignation.
- **Green Valley Council-Dan Schmitt**
 - Announced GVC sponsored "Prep for Monsoon" event to be held at the PAC on June 6, 2024. Reservations will be needed. More information will be out soon and sent to the HOA members.
 - GVC sends monthly reports of the representative meetings and updates. Those are forwarded to THVI. As long as this continues Dan does not need to send an update monthly.
 - GVC has requested the HOA send a letter to the Governor's office regarding HB 2648 suggested changes regarding what HOAs must legally do to collect fines. The GVC is not in support of the changes. A form letter has been provided.
 - **A motion was made by Pat O'Leary and seconded by Sharon Gaipman to send the signed form letter to the Governor's office. The Board approved the motion.**
 - Mark Spence will sign the letter and it will be sent from THVI email.
- **Landscape-Bob Laux Bachand**
 - After finishing the bulk of our roadside cleanup in the fall and late winter, the crew of landscape volunteers has worked its way from west to east through much of the Common Area. Last week, for example, we split into smaller teams and engaged in projects near the South Zafiro's access road (a tangled mass of dying agave); along Del Monte (large-scale dead cactus removal); and toward La Canada on the South Trail.
 - The landscape crew season is nearing an end as weather warms and snake season begins.
 - Still working on several pending landscape requests from homeowners that will be dealt with, and will continue working on several areas that we have not tackled in recent years.
 - Monitoring continues of erosion problems and removing pebbles and sand from pavement subject to runoff after storms. Bob will continue to respond to problems as they pop up in the "off-season."
 - Thanks to those that have turned out this year. Bob has been pleased with the turnout and productivity of volunteers this year, especially with members of the crew who show up every week.
- **Nominating-Jackie Means-**
 - Still seeking new members to join Sharon Gaipman & Yvonne Morris
 - Will begin looking at this year's nominating process in late summer.
- **Roads-Jerry Deno**
 - Jerry has investigated 3 companies to provide street signs. Estimates range from \$717-over \$2,600.
 - Jerry's recommendation is Smart Signs (New York) at the low bid of \$717.00.
 - Discussion also regarded including markers to be purchased and installed at the end of Alegria to mark the end of the road. That cost should be under \$200.
 - Bill suggested that hand safety rails need to be placed on the south trail. The cost is between \$800-900.
 - **A motion was made by Sharon Gaipman and seconded by Mark Spence to provide an amount not to exceed \$1200 for markers and street signs. The Board approved the motion.**
 - The money for the expenditures will come out of Maintenance & Improvements section of the 2024 budget.
- **Social-Sharon Gaipman**

- Announced the first THVI Home Tour to be held Sunday, April 7 from 2:00-4:00 pm. Four houses will be on the tour. A flyer with all the details will be sent out soon.
- Ladies Lunch continues on the second Thursday of the month but will switch to Tuesdays next fall.
- Thirsty Thursdays will continue as long as the weather permits. The next one is scheduled for Thursday, April 18.
- **Welcome-Gill Batterman**
 - In February three members of the committee met with two new residents.
 - A new resident on Del Monte will be contacted soon.

UNFINISHED BUSINESS

- **Enforcement Policy-Pat O'Leary**
 - Information on Enforcement Policy changes was sent to the Board before this meeting. That document will be attached and filed with the minutes
 - **A motion was made by Pat O'Leary and seconded by Bill Stephenson to accept the revised Enforcement Policy. The Board approved the motion.**
 - The revised Enforcement Policy will be signed and posted on the website.
- **Reserve Study-Sandy Cooney**
 - Information regarding the Reserve Study was sent to HOA members prior to this Board meeting. Based on the study's recommendations a funding level of \$ 24,000 a year is the target.
 - Currently, the funding level budget is short \$5,500. Although budgeted for \$20,000, we are at \$18,500 as \$1,500 was spent on the reserve study. A total of \$5,500 is needed to fund the \$24,000 target. This money will come from the general fund.
 - **A motion was made by Sandy Cooney and seconded by Mark Spence to raise the allocation of the road reserves to \$24,000 for 2024 to meet the reserve target. The additional money will come from the general fund. The motion was approved by the Board.**
 - **A motion was made by Sandy Cooney and seconded by Sharon Gaipman to purchase a CD for \$20,000 at BMO bank with a term of 25 months. It was approved by the Board.**
 - An explanation and recommendations of the study are attached to the minutes.
- **Residents' Survey-Linda Bennett**
 - The response was about 51%. The results of the survey were sent to the HOA prior to this Board meeting.
 - Linda thanked her committee and the block captains and all of the participants for involvement in making the survey a success.
- **Budget Process**
 - A suggestion was made by Jerry Deno that the financial review committee be involved in the budget process.
 - Sandy Cooney stated that it already had been decided in a previous meeting that the committee would be involved in the process this fall.
- **Handrails on South trail-Bill Stephenson**
 - Safety on the south trail is a concern.
 - **A motion was made by Mark Spence and seconded by Sharon Gaipman to provide the money for replacement of speed signs and safety hand rails. The board will determine where in the budget the money will be allocated.**

RECOGNITION

- **Bill Stephenson was presented a "Certificate of Recognition" for his leadership and work on behalf of THVI. Bill also received A card and gift card from the Board.**

NEXT BOARD MEETING-Board Planning Meeting-Wednesday, April 10 from 12:30-2:30 at Continental Pool

ADJOURNMENT

- **A motion to adjourn was made by Jerry Deno and seconded by Bill Stephenson. The Board approved and the meeting adjourned at 11:03**

Submitted by: Jackie Means April 7, 2024