



**A gush of bird-song, a patter of dew,
A cloud, and a rainbow's warning,
Suddenly sunshine and perfect blue
– An April day in the morning**

In this April 2023 issue

President's Message

Treasurer's Report

General Manager's Report:

Committee Reports

Social Events Calendar

Baby Shower

Did You Know: Parking, COA

Next Board Meeting: October 18th

Meet the Team: Have You Met Carlos?

Living in Villas West: Update Contact Info,
Selling Your Villa, Thank You for Donations,

Villas West History—Library

Services Contact Information

Villas West Office Contact Information

PRESIDENT'S MESSAGE

Linda Djupstrom

Thank you to all who attended, in person or via Zoom, the Board Meeting on April 19th.

I want to again this month acknowledge and thank all the volunteers who have worked countless hours during the last couple of months to help Villas West. We have an estimated combined 500 hours to date and that does not include Board member's hours.

Thank you to:

- Team of Board Members : Tim, Lila, Merna, and Lou
- Committee Members:
 - ⇒ Grounds: Lou Kiefer (Chair), Bob Djupstrom, Mary Grgich, Carol Jacobs, Shirley Fasching
 - ⇒ Budget & Finance: Merna Kerrs (Chair), Mark Kelley, Bob Djupstrom, Jim Sullivan, Jeff Miller
 - ⇒ Documents and Communication: Linda Djupstrom (Chair), Judy Palmer, Mark Ewell, Tracy Swaim, Zee Hussain, Dorothy Gates
 - ⇒ Maintenance: Lila Szedlus (Chair), Ray Harries, Jim Sullivan, Mike Flynn, Jeff Miller
 - ⇒ Architecture: Tim Schaid (Chair), Tom Bowes, Jeff Miller, Zee Hussain
- Reserve Study: Jeff Miller, Jim Sullivan, Dorothy Gates
- Office Volunteers – Pam Kanikula, Zee Husain, Lee Donnelly, Nancy Anderson

PRESIDENT'S MESSAGE*Continued*

I would like to say a special thank you to all owners who stopped by the office to take advantage of “meet with the president” hours on Tuesdays. Pat & I head home soon so these sessions have stopped until we return again in the fall.

Let's look at what has been accomplished over the last couple of months.

- **Big ONE!**

- ⇒ We currently have \$33,340 set aside in Washington Federal ready to be added to our account for the Reserve Fund.

- **Other**

- ⇒ Continue to work toward closing the storm projects
- ⇒ Developed and implemented a volunteer system utilizing helpers for various projects for an approximate total of 500 hours in the last two months
- ⇒ Revamped the key system and related files
- ⇒ Keyed in the backlog of work orders
- ⇒ Training Zee Hussain (homeowner volunteer) as office backup when Liliana is on maternity leave
- ⇒ Extensive research and verification of required Pima County permit and regulations
- ⇒ Began annual building inspection, including sewers and water heater maintenance
- ⇒ Developed a punch list for final inspection of roofs
- ⇒ Organized shop storeroom inventory
- ⇒ Began program for total rebuild of water heater closet, doors and fences

- **Budget and Finance**

- ⇒ Merna (Treasurer) continues to work closely with Don (accountant) to ensure the monthly financial reports are understandable
- ⇒ Starting work on the development of 2024 budget
 - ◇ Working with each committee and Dorothy to determine what is needed for next year
 - ◇ Working with the president and Dorothy on staffing issues
- ⇒ Reserve Study completion (*see page Treasurer's Report page 6 for more details*)
 - ◇ Completed along with Jeff Miller & Jim Sullivan
 - ◇ Very relative to budget process

PRESIDENT'S MESSAGE*Continued*

- **Documents and Communication**

- ⇒ Updated Living in Villas West
- ⇒ Rules and Regulations updated to reflect State law changes - DRAFT
- ⇒ Newsletter – wonderful response from owners!
- ⇒ Developed a Document Retention Policy - DRAFT
- ⇒ Recommendation to Amend Bylaws to reflect Arizona Condominium Act updates – DRAFT
- ⇒ Developed with Architectural Committee a Summer Request Process
- ⇒ Adding to our website – updates, current events and more
- ⇒ Old document sorting and reviewing

- **Maintenance**

- ⇒ Long Term Planning project moving quickly (*see Maintenance Update on page 20 for details*)
- ⇒ Office is being painted

- **Grounds**

- ⇒ Benches moved
- ⇒ Native Wild Flower Garden developed by office (*see Grounds Update on page 15 for details*)
- ⇒ Constant overseeing of cactus gardens
- ⇒ Labyrinth planning
- ⇒ Began Long Range planning

- **Architecture**

- ⇒ Formally met and developed a plan for an onsite person to handle inspections after project completion
- ⇒ Developed a plan in which requests can be approved more efficiently so as not to slow the project & contractors down
 - ◇ Result: No longer have to wait for a full board meeting for approval

**What do you call a train
carrying bubblegum?**

A chew-chew train



What is yet to be accomplished?

The list is long, giving us much to look forward to however here are just a few:

- **Office Maintenance, Landscaping, Masons, and Painters**
 - ⇒ Review for adequate staffing
 - ⇒ Final Close Out of the storm – hopeful for August
 - ⇒ Allowing for vacation schedules – staff need to be able to use the time they have earned
 - ⇒ Possible re-organization to better utilize staff skills and talents
- **Documents and Communication**
 - ⇒ Continue review of the CC&R's and Rules and Regulations
 - ⇒ Develop Process and Procedures manuals
 - ⇒ Work with Dorothy on staff job descriptions
 - ⇒ Research WordPress as a possible alternative website platform
 - ⇒ Creating database to all to allow all governing documents to be searchable
- **Budget and Finance**
 - ⇒ Looking at the potential of moving our funds from Wells Fargo to another financial investment firm. This would be done with serious research and presentations from different firms.
 - ⇒ Consistent improvement in our financial reporting
 - ⇒ Researching firms for audit plans
 - ⇒ Find the cost and what is included in other HOA's around the state
 - ⇒ Work with Dorothy on Bidding process
- **Maintenance**
 - ⇒ Enacting our 1, 5, 10-year plans for dangerous trees, sewer, HVAC, roofs, water heaters
 - ⇒ Provide staff working machinery to be successful
 - ⇒ Provide working blowers (battery powered and gas), sewer machine, snakes, shovels
- **Grounds**
 - ⇒ Working to enact the portion of the long-range plan that will involve Grounds
 - ⇒ Continue looking at cost effective improvements regarding watering and beautification

PRESIDENT'S MESSAGE*Continued*

- **Architecture**

- ⇒ Research potential for electric charging stations
 - ◇ There is possible funding becoming available again and this will be followed up upon
- ⇒ Working with the Documents and Communications committee to develop a plan to begin looking at violations process
- ⇒ Work with Documents and Communications to develop a process to inform owners of their responsibilities regarding hiring of a contractor and what is required for HOA purposes, including follow up letter for non-compliance

Staffing

We have had some wonderful volunteers doing great things and we are grateful. However, it is important for all of us to understand we cannot count on volunteers to continue at this level. As we look to next year, with Dorothy, the Board will be exploring realistic staffing issues for Villas West.

Anti-Harassment Policy

We are enacting a zero tolerance on abuse of staff. Anyone acting in this manner will be escorted out of the building and prohibited from entering the office. We have a responsibility as an employer to provide an abuse-free environment for our staff. This kind of behavior may be viewed as disorderly conduct by officials.

Lastly – I close with Please Be KIND – it does change things!

~ *Linda Djupstrom, President*



**What do you call a bear caught
in a spring shower?**

A drizzly bear

PRESIDENT'S MESSAGE*Continued***Legal Update**

The Board has hired a law firm that has agreed to pursue litigation against Wells Fargo on a contingency fee basis. This means the firm will not be paid unless the Association either settles the case or wins at trial. Nothing further to report at this time.

TREASURER'S REPORT*Merna Kerss*

Members of Budget and Finance Committee include:

- Merna Kerss, Chair
- Bob Djupstrom
- Jeff Miller
- Ray Harries
- Jim Sullivan
- Mark Kelley

Don Overturf, Villas West's accountant, presented the updated financials at the recent Board meeting. To view more details, visit the draft of the Board Meeting minutes on the website: <https://villaswest.org/minutes>

RESERVE STUDY OVERVIEW**By Jeff Miller**

As background to this discussion let me set the stage: Late in 2022, the Board authorized funds to update our 2019 Reserve Study to evaluate our current financial position especially in light of the significant impact of the hail / monsoon storms we experienced last summer.

The Board of Directors for our Association is charged with protecting, maintaining, and enhancing our Association. To do so, they hire a General Manager, develop policies, shepherd the Associations assets, and importantly, establish operating budgets and spending priorities. The budgets they establish each year provide for both an operating budget and a Reserve Fund Budget. The day to day needs of the Association (such things as maintenance, landscaping, administration) are part of the operating budget.

Whereas the Reserve Budget provides both funding to our reserve fund and approval of expenditures for the replacement of major components the association is responsible to maintain. In our instance that could be roofs, HVAC units, Asphalt, Pools and so on. This important part of our financial framework is what the Reserve Study is focused on.



TREASURER'S REPORT*Continued***What is a Reserve Study?**

It is a professional, independent, third-party review covering:

1. Our financial health as measured by how well we are keeping up with replacement and repairs of our components,
2. The status /age of our essential components,
3. And, a recommended funding plan to help us prepare for the inevitable expense of replacing components that wear out. It is a very useful tool available to the Board, our Maintenance and Budget Committees to help them develop near term and longer-range plans.

Is it perfect? No, it only includes discussion and calculation for components we can see - no accounting for underground utilities for example. The report advises that for these components the Board is best served by hiring experts in the area to assess and advise. Typically, Reserve Studies are based on the ideal that an Association should be 100% funded to replace assets at the end of their useful lives so some would say it's more hypothetical than reality. Because we have been shown time and again that predicted useful lives do not always reconcile with our actual experience.

In this updated report, the Reserve Study Specialists focused on 3 key areas. Let me briefly speak to what they are.

The first - an update of our component list/ fixed assets - those again are those major items:

- That are the responsibility of the Board / Association to maintain also referred to as common area responsibility;
- Have a limited useful life;
- Have a predictable remaining useful life;
- Are valued at more than \$2,000. If valued less, the expectation is that item when required, will be repaired, or replaced out of the operating budget. Not only did we provide updates of replacements and retirements since the last study, we were able to also provide very detailed information on the age of our assets and current information on replacement costs due to our very recent experience of detailed inspections resulting from the hailstorm. The amount of detail we provided far exceeded previous efforts which, in the end, provides more specificity for planning purposes.

Are all components equally important? NO. Consider, our 180 roofs and our 674 HVACs currently the value of these two comprise 75% of the financial responsibility of the Association, followed by Asphalt at 9.5%, pools at 6.2 % , and maintenance equipment at 2.1% and so on. So, it is appropriate that these expensive components be given very careful attention in our operations and planning. Even though we had a major reset of the expected useful lives of over 100 roofs and more than 80 HVACs, they too will deteriorate over the next 15 to 30 years. Therefore, we still must plan to add to the reserve fund to offset that deterioration and fund replacements.



TREASURER'S REPORT*Continued*

2. Secondly, our Reserve Fund Strength. Industry standards are to measure an Associations Reserve Fund as a percentage. The formula compares how much money we have set aside for our replacement reserve fund as the numerator of the fraction. And the denominator is what they calculate would be required to not only replace those components that have 0 remaining useful life but also to fund the amount of deterioration that has accumulated all of the other assets we are using. In "Reserve Study terms" this is called the Fully Funded Balance. The result of this math is a percentage that is used as a measure of our financial readiness to meet our obligations to repair and replace components as they wear out. Using their methodology for the 2019 Reserve Study, we were at that time calculated to be 88.9 % of the fully funded target – a comfortable place to be. This 2023 Reserve Study calculates we are now funded at 51% - a less comfortable place to be.

So Why the difference and What does it mean? First the 6 Reasons I've identified for the difference:

- Improved Accuracy and currency of component list – especially detailed listings of the ages of our roofs and HVACs – which was one of the results of the detailed inspections that occurred following the hailstorm.
- Change in methodology - part of the difference is the earlier study was a more generalized annual summary approach - not as detailed nor quantified as this report.
- Significant inflation in the component prices that drive our Reserve Expense Budget between now and 2019 - we've seen a 64% increase in replacement costs of HVACs and a corresponding 19 % increase in the costs to replace roofs - please remember these two components alone account for 75% of our budget. Anecdotally, representatives of the Association Reserves Company acknowledged that across the board Associations are seeing a drop in their funded percentages just based on the significant supply chain disruptions and inflation associated to the pandemic over these past 3 years. We are not alone in this experience.
- 4 more years of deterioration on all assets has increased the deterioration we must fund.
- An alleged embezzlement of \$400K or more - which had a negative impact on our cash in our reserve account. Allegedly, these were the Reserve Fund accounts being manipulated in the scheme.
- Years of depleting the reserve – by that I mean spending more than we saved. 4 out of the last 5 years - not sustainable. So the question is - is this amount Adequate? That's a judgement call for the Board. Adequacy in this discipline is defined as a Replacement Reserve Fund that is a stable and equitable multi-year Funding plan that provides for the timely addressing of the Association's major repair and replacement expenses.

How does our 51% compare to the National experience?

- Funded percentage at 70% and over - considered strong financial position and at low risk of a special assessment (only 30% of Associations like ours are in this category)

TREASURER'S REPORT*Continued*

- Funded percentage 30 – 70 % -- considered Fair financial position -- and at medium risk of a special assessment – (40% of Associations like ours are in this category).
- Funded at 30% or less -- considered weak - at High Risk for special assessment – 30% of Associations like ours are in this category). Virtually every HOA lost ground in the % funded measure over these past 3 years when they update for current replacement costs. Our cash in the bank simply did not grow nearly in proportion to the cost of the replacements we now must fund.

3. Finally, the Third area of focus for the report -- A Reserve Funding Plan a 30 year projection – that is quite a stretch in terms of estimating economic conditions 30 years from now, but whether they get the dollar amounts right or not, it does provide a road map for the Board to plan for major expenditures coming our way based on normal deterioration. The good news is not everything has to be replaced all at once, and all involved have time to strategize and plan for those predictable needs. In Summary, this tool can help in meeting that challenge; it will be especially useful for the Maintenance Committee, the Budget Committee and the Board if it is used to its potential.

~ *Merna Kerss, Chair*

GENERAL MANAGER'S REPORT*Dorothy Gates*

Whew, we survived another month! It has been a very busy and hectic month for us here at Villas West.

Roof Permits

I spent a great deal of time with multiple county officials and departments nailing down the process for roof permitting. As you can imagine, I was told incorrect information then corrected information. Luckily, we connected with Jesus Maldonado, Site Review Project Manager, who I have spent the last three weeks working with. Fortunately, he allowed us to continue with the roofs while we work through this.

The first step was to get aerial pictures of the entire property then close up views of each roof. These pictures then had to be reformatted to show every address and uploaded to county then wait some more. On Tuesday, I received an invoice in the amount of \$1,085 --- total cost to permit all roofs! What a shock that was! I will turn this invoice over to our adjuster for reimbursement. I now must upload all the pictures taken during the process of replacing roofs along with "site" plans for each roof in order to schedule inspections.

Roofs Have Been Completed

All roofs have been completed!! The contractor will remain on the property for a couple more weeks to make repairs, cleaning and inspecting. Can I get an Hallelujah?!



Hallelujah!



GENERAL MANAGER'S REPORT*Continued***Water Heater Permits**

During all of this permit craziness, we found that we do indeed need to get permits to change out water heaters --- something that has not been done for over 30 years. We will be searching out plumbers that can provide the permit as well as the installation of all water heaters moving forward. I am sure many of you are thinking what I was thinking --- cha ching cha ching. I know we purchase our units for \$580 currently, subject to price change on a whim. I am hoping to find a plumber that will provide the service only and we will provide the material as there will be no mark up on cost.

Tierra Overflow Parking

I have a very dedicated person that has been helping me with cleaning up the Tierra Parking Lot, I mean Overflow. I want to remind owners that they are deeded only one legal parking spot. If you have a second vehicle you may park in Tierra Overflow if you get a permit, there is availability and you follow the parking rules such as current registration, operable and no ragged or torn car covers. This area is not for use by non-residents, we do have a few contractor's using the spaces but they should only be there during work hours.

Multiple Parking Permits

We also have some vehicles with 2 or 3 permits. Owners and tenants, please remove your permit if you sell your vehicle or your unit so we can eliminate this issue. If you have a work or old permit, come to the office, and request a new one. A good rule to follow is --- if you wouldn't like to look at it, don't park it in front of someone else's window.

Vehicles Towed

For those keeping track of the vehicles back there, we had 2 vehicles towed, one attempted but found the owner and requested it be moved. The van and motorcycle will be moving soon as they are sold awaiting a title. We will delve a little deeper into this matter and what our rights are as private property and viewing our rules.

Compliance Issues

A couple of compliance issues that have arisen are the overflow of personal affects into the common area and realtor signs. I know that many of you have taken upon yourselves to "decorate" outside of your patio. This is not allowed unless you have received authorization from the Grounds Chair. Keep in mind that items outside the patio can be confiscated if not removed. I really don't want to explain why your ceramic pot and metal flowers are missing. Please move those decorative items to inside your patio.

**What's the difference between
spring rolls and summer rolls?
Seasoning**

GENERAL MANAGER'S REPORT*Continued***Realtor Signs**

For those who have employed or will employ a realtor, their signs are not allowed to be placed anywhere in the common area or on a patio wall. All signs must be inside your patio or in a window.

Hiring a Contractor

Owners, you are responsible for any contractor you employ. It is your responsibility to make sure they are following the rules of the association and are not doing any work they are not licensed for. Please attach a signed spec sheet to any architectural you submit. This is your agreement with the association and are required prior to the start of any project. Please do not commence any work until you have received the approval. If you have any questions regarding the rules, please contact the office and we will be more than willing to help you through the process. Please submit all completed requests to the office for review and we will forward them to the Chair for approval. This will help with speeding the process up and with inspections as required.

Budget

Last year I worked hard with the budget and finance committee to come up with a workable budget. We have done our very best to follow the budget, but some things arise over the year that you have no control over such as a \$500 repair on a mower, replacing a non-working blower, blown hydraulic lines on the tractor or an increase in utilities due to cost and consumption during our colder than normal weather. I want to assure you all that we are doing everything we can to stay within our budget but there will be some cost overruns that we have no control over.

Where your money is going:

- ◆ Wages \$ 173,600
- ◆ Insurance \$ 36,652*

*(*Note: we have received the renewal with a 40% increase, higher than we budgeted for)*

- ◆ Administration \$ 29,545
- ◆ Maintenance \$ 72,347
- ◆ Utilities \$ 79,740
- ◆ HVAC's \$ 97,820 (these are not covered by insurance)
- ◆ Restoration \$ 14,425 (sewer and electrical repairs)
- ◆ Pool refurb \$ 10,600

This hopefully gives you an idea of what the costs are to just maintain Villas West.

I know many of our owners are heading to cooler climates so I would like to take a moment and remind everyone of a couple of things:



GENERAL MANAGER'S REPORT*Continued*

- ◆ We have a “Going Home Checklist” that provides a lot of information that can be helpful as you close up your villa. It can be found on the website (<https://villaswest.org/living-in-villas-west>) or picked up at the office.
- ◆ PLEASE employ a villa caretaker that can check your villa throughout the season, especially during monsoon season. There is a Caretaker form on the website (<https://villaswest.org/forms>) or pick one up at the office.
- ◆ Notify the office of your departure, update your address and relay the name and number of your caretaker. There is a Homeowner Contact form on the website (<https://villaswest.org/forms>) or pick one up at the office.
- ◆ Employ a landscaper to keep your patio in shape and planting trimmed.

For those of you who are heading to your summer oasis, I wish you all safe travels and hope to see you in the fall. For those of you who use the summer as your weight loss program, I will be right here sweating with you!

~ ***Dorothy Gates, General Manager***

To view past Friday updates, visit the website: <https://villaswest.org/gms-friday-updates> or pick up a copy at the office.

DOCUMENTATION & COMMUNICATION*Linda Djupstrom, Chair*

Members of the Documents & Communication Committee include:

- Linda Djupstrom, Chair
- Mark Ewell
- Zee Hussain
- Tracy Swaim
- Judy Palmer
- Dorothy Gates

This Committee shall maintain continuous review of the documents governing the association with special emphasis on the covenants, conditions and restrictions, bylaws, rules and regulations, and the policies of the Board of Directors. It shall recommend to the Board any action needed to keep these documents in compliance with changing statutes and to keep the policies current to make them more effective. -BYLAWS 10.1.4

The Committee members have worked individually and in two person teams to research, implement, and prepare some of the projects/documents approved in the March Committee Report.



DOCUMENTATION & COMMUNICATION*Continued***Previous Recommendations to Board (waiting for action)**

- Amend Rules
 - ⇒ RULE 1L - Update list of flags
 - ⇒ BYLAWS 7.3 - Add fifth official reason for closed Board meeting
 - ⇒ BYLAWS 4.6 - Update ballot retention ☐ BYLAWS 4.3 - Allow “secret ballots”

New Recommendations to Board

- Amend Rules
 - ⇒ RULE 5 - Update Parking Spaces and Car Washing
 - ⇒ RULE - Enforcement Policy (including Grievance Policy)
 - ⇒ RULE 4 - Add Political Signs

Adopt

- Anti-Harassment Policy
- Whistleblower Policy
- Document Retention Policy

Information Passed To Board, President, or General Manager

- Board Meeting Content and Information Management Guidelines
- Summer Architectural Request Process Resolution
- Information on Business Judgement Rule
- Draft Contractor Requirements Checklist

Projects/Tasks Completed

- Newsletter for February and March
- Website side-menu added as well as adding all Minutes, General Manager Updates, current events, and requested changes
- Living in Villas West update/reformat including Rules and Regulations
- Old document sorting and reviewing

Projects Starting or Continuing Over Summer

- Horizontal Property Regime as Governing Document
- Web navigation reorganization and Webmaster duties and procedures ☐ Review Board documentation (Policies, Procedures, and Motions)
- Document review, sorting, updating, and organizing (paper and digital)
- Reviewing documents in New Owner Welcome Packet for currency/usefulness



DOCUMENTATION & COMMUNICATION*Continued*

- Newsletters (produced monthly as long as information is made available)

Future Projects

- Research WordPress as a possible alternative website platform
- Research Caliber/Frontsteps for potential communication and workflow features
- Creating database to allow all Governing Documents to be searchable

WEBSITE <https://villaswest.org>

The Communications and Documents Committee has started working on updating the Villas West website. We have added various documents, updated contact information and typos, and experimented with different themes to make the website more useful.

Please visit the website often to see updated information.

~ *Linda Djupstrom, Chair*



**What is a flower's favorite
kind of pickle?**

A daffo-dill

GROUNDS UPDATE*Lou Kifer, Former Chair*

The Grounds Committee include:

- ◆ Lou Kifer, Chair
- ◆ Mary Grgrich
- ◆ Bob Djupstrom
- ◆ Shirley Fasching
- ◆ Carleen Otto
- ◆ Carol Jacobs

GROUNDS UPDATE*Continued***Benches**

To date, most all benches have been relocated. The criteria for placement was to provide an improved view as well as provide shade. Some of the benches and tables have been permanently removed because of irreparable conditions.

Southwest Native Wild Flower Garden

You may have noticed some recent activity on the north side of the office.

Thanks to the "Landscape Committee" a wildflower garden is being planned. The vision is to create a flower garden, composed of flowers and shrubs native to the southwest U.S.

The big mesquite stump has been removed by our staff and the border rocks were collected and placed by our awesome Grounds Committee. The rocks have been laid out to define a boundary for the planting area. A walking path will be laid out through the area.

Initial efforts include purchasing a few native perennials to get it started. A major effort will be collecting seeds from natives that are currently blooming, focusing on native species will better ensure plants are adapted to the varying climate and rainfall conditions in this area. For instance, seeding for spring flowers will take place in early December, from seeds collected now, to take advantage of the winter rains.

Additional soil is being brought in before major planting takes place. Plant markers are being made to identify these plants. Cages have been placed temporary until the plants get established in hopes the rabbits will be deterred.



Mary Grgich and I set up a watering schedule for the summer as all these plants and wildflowers are drought tolerant desert plants. Once established, nature will take over.

Thank you to Bob Djupstrom for leading this project and your donation of a couple plants. The total cost of this project is \$127 as the Wildflower seeds were free at the seed library.

GROUNDS UPDATE*continued*

Establishment of the garden will take time, but in a couple of years it should look pretty good, adding an element of diversity to the landscape in Villas West.



We ask that residents interested in the garden not take it upon themselves to plant anything nor scatter seeds.

If anyone is interested in donating to the effort, whether it be native plants, seeds, or money to purchase such, we ask that you contact Lou Kifer to determine their suitability to the garden.

Eliminate Grass Area

A project developing over the summer is to start eliminating some of the grass in the South Pena park.

Labyrinth

Another committee member, Carol Jacobs, is gathering data and designing a labyrinth. This will utilize the natural lay of the desert and require no water. When all members come together next fall, we will begin working on this project.

Watering Schedule

Watering on the green spaces was cut back to once per day. At this time, in order to retain the grass, we have increased it to twice a day. Consideration to trees and the green areas around the pools is paramount.

Cactus Watering Schedule

Remember cactus love being dry. Texas Rangers and Bird of Paradise are desert drought tolerant plants and these do not need to be watered. The monsoons will be sufficient. Recommended watering schedule for Southern Arizona plants can be found on the website under Miscellaneous Forms:

<https://villaswest.org/forms>

- Temps of 80 to 90 — once every 3 weeks
- 90 to 100 – every 2 weeks
- 100+ — once a week

Non cactus plants need more water especially those sitting in pots. They dry out faster because the pots get hot. When buying plants, consider drought tolerant plants to conserve water.

GROUNDS UPDATE*Continued***Grounds Requests**

The process for any grounds requests is to fill out the Grounds Alteration Application form which can be downloaded from the website (<https://villaswest.org/forms>) or picked up at the office.

Once submitted, the form will be reviewed and upon approval, you will be notified. You then purchase the approved plant and our crew will schedule a time to plant it. You are responsible for the care of the plant. If you leave for the season, it is your responsibility to designate someone to care for it.

Some Grounds Requests aren't being approved as well established plants are being asked to be removed. If the plant is not destroying or affecting anything, they will not be removed.

Thank you for all your support and positive comments.

~ *Lou Kifer, Grounds Chair*

Lou's Resignation from Board

Lou submitted her resignation at the Board Meeting, effective April 19th.

Lou was appointed to the Board in April 2020 and served as secretary and chairman of landscaping. In February 2023 she was elected to the Board and served as Vice President along with continuing as Chair of the Grounds Committee.

The following projects were accomplished with Grounds Committee members and volunteers, under Lou's leadership:

- Clean up and identify cactus in the main cactus garden across from the office
- Cleaned up and replanted cactus in the 27 circles on our back sidewalks
- Acquired and planted 15 trees purchased and donated by owners.
- In September, TEP offers all customers the opportunity to purchase 3 trees to plant and provide shade for the future, helping to save energy and beautify neighborhoods
- Marcos and the team suggested where trees could be planted
- Relocated the benches to offer shade and an improved view
 - ⇒ Originally these benches were positioned for bus stops
- Developed a new cactus garden in the 4 corners area at the Penasco and Quinta intersection
- Developed a wildflower garden at the north end of the office

LOU, from your friends at Villas West, **THANK YOU !**

GROUNDS UPDATE*Continued*

“The men on our crew deserve so much credit for assisting with the benches as well as removing a huge stump helping us prepare for our projects. All these areas are maintained by myself and the Grounds Committee. All choices of plants chosen are draught tolerant and/or native southwest plants.

Although I have stepped down from my position on the Board, I will still be involved with landscaping. Several projects are in the planning stage and will develop over the next year. My wheels are always turning to continue with Villas West be the most beautiful community we all call home.

Thank you for all your support and compliments”. ~ Lou Kifer

Linda Djupstrom, President: “Lou is known for always generously giving her time, resources, and her passion for the grounds of Villas West. We will miss Lou’s involvement on the Board; her level headed approach to whatever is put in front of her, her way of thinking before responding and darn way of putting things in perspective.”

The Board has appointed **Ray Harries** as new Board member to fill the position that Lou Kiefer vacated. He was appointed at the Board meeting held Monday, April 24th, 2023. Ray had been a candidate in the last election and has been invaluable in his research developing a 1, 5 and 10 year infrastructure plan for Villas West.

Ray and his wife Linda have owned in Villas West since 2014 and Ray has taken a passionate interest in our community’s quality of infrastructure and maintenance. We are grateful to have him join Villas West Board of Directors and a big thank you to his lovely wife Linda who is willing to have a spouse in the house on the Board. ~ Linda Djupstrom, President

ARCHITECTURAL UPDATE**Tim Schaid, Chair**

Members of the Architectural Committee include:

- Tim Schaid, Chair
- Zee Hussain
- Tom Bowes
- Jeff Miller

The Architectural Committee met on Thursday, March 16, 2023 and all members of the committee were present. The committee discussed the protocols for architectural change requests, including during times when Jeff, Tom and Tim are back in their home states; Zee agreed to do any onsite visits to ask owners questions about their architectural change requests and report back to the committee with her recommendations for approval or denial.

Several recommendations regarding our rules and regulations, VW Forms, and the VW Website were presented and discussed. Many were applicable to a committee other than that of Architectural, such as the Villas West Budget/Finance, Communication & Documents and/or Maintenance Advisory Committees. Tim forwarded those recommendations to the applicable committee chairs.



ARCHITECTURAL UPDATE*Continued*

The Architectural committee recommends approval of each of these individual requests under the conditions as noted:

1. Install Security Door to Back Door

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work
 - ⇒ All labor and material costs at owner

2. Install Halflite Windows/Screens

- Approved & conditions include:
 - ⇒ A signed/dated Form VWAS-19 must be submitted prior to final approval.
 - ⇒ Owner understands he/she, as well as future owners shall be responsible, and NOT Villas West, for maintaining the doors/windows from this point forward.
 - ⇒ Contractor(s) must have copies of his/her license and insurance on file in the VW office prior beginning work.
 - ⇒ All labor and material costs at owner's expense.

3. Install Security Door

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ Il colors must conform to VS color schemes.
 - ⇒ All labor and material costs at owner's expense.

4. Retrofit Back Porch and Shed

- Approved & conditions include:
 - ⇒ Color of railings must be the correct VW Black.
 - ⇒ Color of painted shed and gutters must be the correct VW Brown.
 - ⇒ Contractor(s) must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All labor and material costs at owner's expense.

5. Replace Windows

- Approved & conditions include:
 - ⇒ Color of windows must be in accordance with Vilas West color schemes – owner to check in office for proper color if in doubt.
 - ⇒ Contractor(s) must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All labor and material costs at owner's expense.



6. Replace Windows

- Approved & conditions include:
 - ⇒ Color of windows must be in accordance with Vilas West color schemes – owner to check in office for proper color if in doubt.
 - ⇒ Contractor(s) must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All labor and material costs at owner's expense.

7. Replace Windows

- Approved & conditions include:
 - ⇒ Color of windows must be in accordance with Vilas West color schemes – owner to check in office for proper color if in doubt.
 - ⇒ Contractor(s) must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All labor and material costs at owner's expense.

8. Replace Shed and Rear Patio Roofs

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ Please provide sketch of the work to be performed to the VW office.
 - ⇒ Shingles are to be Owens-Corning brand; color to be Desert Sand of the Oakridge series.
 - ⇒ All labor and material costs at owner's expense.

9. Replace Shed Roof

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ Shingles are to be Owens-Corning brand; color to be Desert Sand of the Oakridge series.
 - ⇒ All labor and material costs at owner's expense.

10. Install Security Door

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All colors must adhere to VW color schemes.
 - ⇒ All labor and material costs at owner's expense.

ARCHITECTURAL UPDATE**Tim Schaid, Chair****10. Install Front & Rear Security Doors**

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All colors must adhere to VW color schemes.
 - ⇒ All labor and material costs at owner's expense.

11. Install Front & Rear Security Doors

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All colors must adhere to VW color schemes.
 - ⇒ All labor and material costs at owner's expense.

11. Install Front Security/Screen Door

- Approved & conditions include:
 - ⇒ Contractor must have copies of his/her license and insurance on file in the VW office prior to beginning work.
 - ⇒ All door/screen colors must adhere to VW color schemes.
 - ⇒ All labor and material costs at owner's expense.

*~ Tim Schaid, Architectural Chair***MAINTENANCE UPDATE****Lila Szedlus, Chair**

The Maintenance Committee members are:

- Lila Szedlus, Chair
- Ray Harries
- Jeff Miller
- Jim Sullivan
- Mike Flynn

Maintenance Long Range Plans

After countless hours of research and inspection, Ray Harries (Maintenance Committee) has created long range plans for several maintenance items.

Roofs, HVAC & Water Heaters

- 30 roofs to be replaced based on inspection by a roofer
 - ⇒ 3-5 Year Plan



MAINTENANCE UPDATE**Continued**

- 183 HVAC systems to replace
 - ⇒ 3-5 year plan (40/year)
 - ⇒ After 5 years all R-22 units will be replaced and no units will be over 17 years old
- Water Heaters
 - ⇒ Replaced as needed. More work is needed in this area

All the above items are on an annual inspection basis. Roofs are cleaned, inspected, and repaired. HVAC systems are checked, cleaned, and oiled as needed. Water heaters are drained and checked. This will help with extending the life of these large expenses. Sewer lines will be reamed and cleaned.

Trees & Oleanders

Ray also looked at our trees and oleanders. These plants and trees cause multiple issues with our sewers as well as become a danger to life and property.

- 5 trees identified as a danger
 - ⇒ 2 trees removed recently
- 3 trees identified as causing sewer issues
 - ⇒ Will be scheduled for removal this year
- 65 oleanders identified as causing sewer issues
 - ⇒ 1 or 2-year plan to use own work force at time and half to remove or 6 years and continue with current costs of sewer issues

Pools

Pools were another topic that was researched and planned for. Below is a schedule for repair and maintenance of each pool:

- Every two years the furniture is to be repaired and replaced
- Every 5th year pool site walls and bathrooms will be refurbished and painted
- North Sarta Pool
 - ⇒ New heater in 2022; New Paint and Deck in 2021
- North Pena Pool
 - ⇒ New Mechanical in 2023; New Paint and Deck in 2022
- South Pena Pool
 - ⇒ New Mechanical in 2024; New Paint and Deck in 2023
- South Sarta Pool
 - New Mechanical in 2025; New Paint and Deck in 2024

MAINTENANCE UPDATE*Continued***Building Painting**

The building painting has gotten off schedule and we are working on getting it back on a 7-year plan. The plan schedule will be posted soon.

Water Conservation

We are looking at a 1–4-year plan for water conservation. If we eliminate the irrigation and lawn maintenance at the pools, we will see a savings of \$13,000/yr. We will also look at decreasing the green areas by creating larger rock areas around the grass.

~ *Lila Szedlus, Maintenance Chair*

OWNER INPUT & SUGGESTIONS

There is a suggestions and comments box in the office.
If you have an idea, write it down and place it in the box.
All submitted ideas will be taken into consideration.

If you would like to pass along suggestions &/or feedback pertaining specifically to the newsletter, email: newsletter@villaswest.org

SOCIAL EVENTS UPDATE*Lila Szedlus, Director*

The volunteers assisting Lila Szedlus, Social Director with the Social Events include:

- Lee Ann Schuepp
- Trudy Mundy
- Nitya Litzler
- Pat Reed
- Lee Donnelly

There were five (5) events in the month of March:

**March 9 - Coffee Hour**

Weather was a little chilly, but there was a fair turn out. Exciting to see an additional nine people signed up for the St Patrick's luncheon while at this coffee social.



SOCIAL EVENTS UPDATE

Continued



March 10 & 11 - Annual Patio Sale

Not many villas signed up to participate however suspect the cool weather discouraged shoppers.

March 17th - St Patrick's Day Luncheon

There was a great turn out and a very good party. 140 people sign up for their dinner ticket. and we couldn't have asked for a better day as was warm and sunny.

Corn beef and Cabbage and all the trimmings were enjoyed by all. Thank you all for bringing a dish to pass.

Good music by Dee was enjoyed by all, We had 8 Shamrock plants for give-away prizes, and the green beer was flowing.



I WANT TO THANK ALL THE PEOPLE WHO HELPED ME MAKE THIS PARTY A BIG SUCCESS.



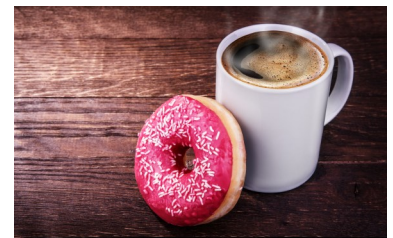
March 31st - Craft Show

We had a small turn out however the weather got a little chilly and windy.

APRIL

April 13 - Coffee Hour

Our last coffee hour for this season was very windy and chilly so we closed real early.



NEXT EVENT: Cinco De Mayo: May 5th

Sign up at the office if you want to participate.

\$5.00 for Sonora Dog, chips and a drink.



It's Fiesta Time!!

Bring a chair and join in on the fun!

May 5, 2023---Noon at Penasco Park

\$5 Charge as food is being brought in.

Sign up in office required



**SONORAN DOGS
WITH ALL THE TRIMMINGS
CHIPS AND WATER**

SALSA COMPETITION

Sign up in the office if you wish to participate



**MUSIC BY
COMPA CARLOS AND
HIS BAND**

Tip jar will be set up as they are performing free of charge



CAKE WALK

Please notify office if you wish to donate a cake

**FOLKLORICO DANCING
by LAYLA DULKUMONI**



SOCIAL EVENTS UPDATE*Continued*

All social events are open to tenants & owners, and do require you to sign up at the office & to obtain a ticket.

All events are held at Penasco Park, located at the top of Camino Penasco, unless otherwise noted.

Refer to the Social Calendar in this newsletter or view on the website for current details:

<https://villaswest.org/calendar>

~ *Lila Szedlus: Social Director*

NEXT SCHEDULED BOARD MEETING

Wednesday, October 18th

All meetings will be held at Friends in Deed at 9:30 am and Zoom is available for those connecting online.

Zoom instructions are posted on the website: <https://villaswest.org/zoom-meeting-instructions>

The Annual General Meeting in February is held at GVR East Center.

BULLETIN BOARD or ADVERTISE IN THE NEWSLETTER

Do you have a rental, villa for sale, need some help, a service to sell?



If you are interested in placing an ad in the newsletter, contact the office for details or email: newsletter@villaswest.org.

There will be a fee for business advertisements however homeowners and tenants may place a non-business ad can do so at no charge.

Advertising will be accepted at the discretion of the Green Valley Villas West office.

Green Valley Villas West does not accept any responsibility for, nor does it endorse, any advertising material presented in the Green Valley Villas West Newsletter.



BABY SHOWER



It's a girl! Congratulations to the soon to be parents Liliana & Aaron

The first ever baby shower at Villas West was held on April 3rd 2023 for Liliana, Layla and Aaron.

The shower which was hosted by many of the homeowners was supposed to be held in Penasco Park. As there were high winds that day, the event moved into the Maintenance Room.

There is nothing more precious than a new baby and the parents are gracious enough to allow us all to be a part of this wonderful time. This was an ideal opportunity to show two of our staff members how much they are liked and appreciated!

Baby Hazel is expected to arrive in August. The parents have chosen the colors of pink and gray for her room.

Many owners have asked if they could still give a gift as they were unable to attend the shower. Yes, absolutely! If you would like to, they have registered at Target and Amazon under the name Liliana Ortega. In addition, the office is also taking donations for the baby and a diaper drive.



Liliana, Aaron, Layla (Liliana's daughter) and Lee



A special thank you from Liliana, Layla and Aaron to the all the owners who made this event happen.

Thank you to Zee Hussain for sharing photos so we can relive the fun, to all who contributed food - everything was delicious, especially the cupcakes - music was provided by Carlos, and a special THANK YOU for the many amazing gifts!

We will never forget the kindness shown to our family and we can't wait for you all to meet Hazel!



DID YOU KNOW?**Rules Reminder****Rules, Regulations, and Resolutions**

Villas West is both a home and community. When you chose to be a member, you agreed to a few obligations to the community and to other residents within it.

Below is a friendly reminder of existing rules from our governing documents as well as some common sense items. These are not new rules; however please follow them to help keep Villas West a pleasant community.



As an HOA we have a variety of documents which provide us the authority to exist, to manage resources, offer fair and transparent rules, and to maintain a respectful community.

The **Rules, Regulations, and Resolutions (RRRs)** focus on the day-to-day operating needs of the community. The RRRs cover a variety of topics such as architectural specs, allowed flags, parking, golf carts, pets, harassment of staff, enforcement, and fines. A copy of the rules can be found on the website (<https://villaswest.org/governing-documents>) or picked up at the office.

PARKING - See **Rules and Regulations #5** as some restrictions apply.

One Parking Space per Villa

There is one **legally deeded parking space for each villa** and is marked in the parking lot with villa number and unit letter. Second vehicles are required to park, **subject to availability with an office-approved permit**, on the west side of Paseo Tierra in the parking spots marked “**Villas West Parking Only**”.

Several owners are returning to their primary home and some are leaving their vehicles behind. If you plan to **park on Tierra, where there are limited number of parking spaces, check in with the Office to review your options.**

Yellow and Red Painted Curbs

Have you noticed the newly painted curbs?

- **Yellow Curb** - Stop only long enough to load or unload passengers or freight. Typically drivers are required to stay with vehicle although it is understood driver may need to assist with unloading.
- **Red Curb** - **NO PARKING**

State Fire Code requires fire apparatus, including emergency vehicles, be provided access to every building, or portion of a building. Emergency vehicles need a wide road allowance.

Vehicles are being checked to ensure proper parking permits are displayed and in the correct parking spots. **Vehicles in violation are being tagged for towing.**



DID YOU KNOW?**COA**

Villas West Condominium Association is governed by the Arizona Condominium Act. This is a set of statutes that applies to the governance and operation of condominium associations in the state of Arizona. The Act is set forth in Title 33, Chapter 9, of the Arizona Revised Statutes (A.R.S. § 33-1201 et seq.)

Key Points

- Villas West falls under the Condominium Act and is a Condominium Owners Association (COA)
- Not to be confused with Arizona Planned Communities Act
- Condominium Homeowners share responsibility for the “condo maintenance”
- Gain a better understanding of the laws that govern the rights and obligations of condominium owners

A COA has the same functions as a Homeowners Association (HOA) however a COA shares ownership of the common areas such as pools and parks. COA owners also share responsibility for the “condo maintenance”, a monthly fee which covers maintenance, repairs, and services such as trash collection, landscaping, water heater replacement, communal roofs and roadways.

A COA is required to keep a separate Reserve Fund to share the expense of major repairs or replacement to high-cost items such as roofing and heating and cooling (HVACs).

All Villas West owners should take the time to read through the various documents to gain a better understanding of the laws that govern the rights and obligations of condominium owners. In addition to understanding the Arizona Condominium Act, owners should carefully review the Villas West governing documents, including the Declaration of Covenants, Conditions, and Restrictions (“CC&Rs”), Bylaws, and the Rules and Regulations adopted by Villas West Board of Directors. These governing documents can be picked up at the office or on the website: <https://villaswest.org/governing-documents>

A special THANK YOU to Karen for suggesting this topic for the newsletter!

**RECYCLE REMINDER**

Remember to **break down** the cardboard boxes before putting them in the cardboard recycle bin.

Styrofoam and plastic bags are **not recyclable**.

MEET THE TEAM

Carlos - Supervisor

An interview with Carlos Salazar , Mason/Paint Supervisor, by Linda Djupstrom.



Linda: What was your first job?

Carlos: My first formal job was right out of high school at the age of 18. I was hired to work in a mine and I was trained to be a topographer. I learned on the job and it was interesting.

Linda: Where did you work before this position?

Carlos: I worked at Plumbing Unlimited in Rio Rico for approximately 1 year.

Linda: What sort of duties do you have at work?

Carlos: Supervise the masonry department, painting, repairing, ramps, pavers, gates, sidewalks, doors, carpentry, etc.

Linda: How would you describe your job to a bunch of five-year-olds?

Carlos: Fun Fun Fun – I get to solve problems – I help make something fit and look good!

Linda: What are the toughest challenges you've had at work?

Carlos: Not understanding English yet. I have been in the US for 3 years and I am working hard to learn English. I understand more than I can speak.

Linda: What's the most exciting part of your job?

Carlos: I feel like I am with family, everybody is so nice and kind here.

MEET THE TEAM**Carlos*****Continued***

Linda: What's the coolest thing you're working on right now?

Carlos: I love to be creative in my music and masonry work. I have a tiny farm in Mexico and I raise chickens and roosters. The best thing my wife and I are working on together is we hope soon to be parents.

Linda: What's your secret talent that no one knows about?

Carlos: I am a YouTube star! On my site you can see my music, hunting videos and more. I currently have 14K followers and after the shower where I played, I got 69 new followers!.

I think the biggest secret talent is that I believe in following the rules.

Linda: What's the best compliment you've ever received?

Carlos: I had a chance to go on a hunting trip with my father. We had a successful hunt and he told me how proud he was of me. I am so grateful!

Linda: What's something you're proud of?

Carlos: What I have accomplished. I believe in setting goals and working hard to achieve them. I am consistently trying to better myself in all areas of my life. I now own my own brand new truck and we are working towards owning our own home.

Linda: What kind of music do you like?

Carlos: I love all music, there is a special type of Mexican music especially. I love that being able to do something I love as provides me with monetary benefit as well as joy.

Linda: What is your favorite animal?

Carlos: I love all animals – including roosters!

MEET THE TEAM

Carlos

Continued

Linda: Do you have a pet? What's he/she like?

Carlos: We have 3 dogs – Great Pyrenees Torito (small bull), Bailey and Vaquero (cowboy) They each have their own personality.

Linda: Do you have any vacations planned?

Carlos: Yes in December I will be going on an elk hunt in Payson (AZ)

Linda: What's your favorite movie?

Carlos: I like comedy and Movies that are based on real event.

Linda: What's your least favorite chore around the house?

Carlos: My wife and I split all the chores – we do whatever needs to be done. I like doing all household type chores. I am so grateful to have a home and hope soon that we will own our own home.

Linda: What's your favorite holiday?

Carlos: Christmas

Linda: Favorite drink?

Carlos: Beer (Tecate Light)

Linda: What are the 3 items that you would take with you to a deserted island?

Carlos: Without hesitation - Water, Food and my wife

Linda: What's your idea of a perfect day?

Carlos: Being at home with my wife working with our animals.



Linda, President & Carlos

MEET THE TEAM

Carlos

Continued

Linda: Do you cook?

Carlos: Yes I do.

Linda: What’s your favorite food/meal?

Carlos: Steak on the grill

Linda: What is the strangest meal you’ve ever eaten?

Carlos: Turtle

Linda: Who do you want to be when you grow up?

Carlos: A “real” (licensed) plumber

Linda: What has made you smile recently?

Carlos: The new crazy snapchat filters. They always make me laugh.



Carlos has his very own YouTube channel with over 14,000 subscribers and it can be found at:

<https://www.youtube.com/@elcompacarlos306>

Carlos and his band will be providing the entertainment for our Cinco de Mayo celebration on May 5th at Penasco Park..



Select the subscribe button and let’s build the number of followers !



LIVING IN VILLAS WEST

Provide Current Contact Information to the Office



- ⇒ Make sure the Office knows **how to reach you in case of an emergency**
- ⇒ Many of you are returning to your primary home. **Have you updated the Office with how to contact you?**
- ⇒ If you rent out your villa, **provide tenant's contact information to the Office**
- ⇒ It's the **responsibility of the homeowner to notify the Villas Office of any address changes**
- ⇒ The **Homeowner Contact Update Form** can be download from the website (<https://villaswest.org/forms>) or pick up a copy of form from the Office



At a recent staff meeting, the work crew asked to have their own shovels and to replace the one shovel that has a handle that is duct taped to hold it together.

THANK YOU, KIND HEARTED HOMEOWNERS !

During the April Board Meeting, one kind hearted homeowner donated \$100.00 to buy new shovels for the work crew.

Another homeowner picked up two used shovels at local garage sales and they were donated.

NEWSLETTER SUBMISSIONS

Do you have some information you would like to share? How about poetry, short stories, photographs, recipes ...? We will publish contributions in the upcoming newsletters.

Send your material to: newsletter@villaswest.org

Submissions will be reviewed and included in upcoming newsletters at the discretion of the Green Valley Villas West office.



LIVING IN VILLAS WEST

When You Sell Your Villa

When selling your villa, ensure you communicate with the office.

There are a number of things to be aware of such as:

- Your realtor may not place signs in the common area or post them on any wall. All signs must be inside your patio or in an outward facing window.
- Your property will be inspected when the office is notified of a pending sale. Please make sure your unit is in compliance with our rules to avoid any violations being noted.
- If your unit has a shed, make sure an encroachment has been recorded. This will show in the title report if recorded. If there is no recorded encroachment, request the office to prepare the document for recording.
- Remove all personal effects from the patio and unit walls.
- Make sure all dues are paid current and that escrow requests an update prior to closing. This will help with overages and the need for refunds.
- Fill out a water shut off request if the new buyer is out of town.
- Cancel any ACH or AutoPay payments on the date of closing to avoid additional charges.
- Remove parking permit from vehicle.
- If you no longer want to receive the Villas West newsletter, unsubscribe or notify the office.

Villas West History: Library

In 1963 a couple from Ohio started a library in Green Valley. It first started in a clothes closet!

In 1965, Villas West Management arranged for the use of an apartment on Paseo Quinta and bought the metal shelves for the books to sit upon.

The library continued to grow and in 1967 moved to two units on Paseo Pena.

Research by Carolyn Burleson, Joyner-Green Valley Library History Section

What type of bee can't make up its mind?

A maybe



VOLUNTEERS NEEDED - Where Neighbors Take Action

Are you involved with the Villas West community? Volunteer help is needed. Not only can volunteering be personally rewarding, but it can also **help our Villas West community run more smoothly.**

Did you know that volunteers actually **keeps our monthly dues down?** It's true. In a very real and direct way, volunteering for Villas West can really pay off.



Volunteering takes a lot of time and effort however people who have the heart for it welcome the work with open arms. If you don't even know where to begin or how you can volunteer, here are a few suggestions:

WAYS TO VOLUNTEER

HELP KEEP THE COMMUNITY CLEAN

- Routinely walking the streets and picking up any trash you see.
 - ⇒ Cleanliness is a cornerstone of high property values. As you make your rounds, pick up any trash you come across. With the high winds these past few months, there is debris that has been blown where it shouldn't be. This might not seem like a significant way to volunteer for the community, but a little definitely goes a long way. Just make sure you're not violating any rules and regulations in the process.

**Every hour of work done by a volunteer is an hour of work
we *don't* have to pay a service provider.**

JOIN A COMMITTEE

- Consider joining a committee or participate with a special larger project.
 - ⇒ Groups of volunteers make the lives of the Board members easier by sharing some of the work. There are different opportunities and need different levels of expertise; not limited to:
 - ◇ Budget & Finance
 - ◇ Architectural
 - ◇ Grounds
 - ◇ Documents and Communications
 - ◇ Social Events
 - ◇ Long Range Planning



HELP THE BOARD

- Volunteer to help the Board with whatever they need. It can be almost anything!
- Some examples:
 - ⇒ New Owner Packet - prep & print new owner packets at Office
 - ⇒ Painting - Paint addresses on the curbs of each parking stall
 - ⇒ Ensure Villas West brochures & forms is continually filled in the self-serve area
 - ⇒ Build Message Boards - for each park circle so pertinent information is readily available throughout the Villas. Villas West will provide materials.
 - ⇒ Build Lending Library - create book boxes for a lending library. (Villas West will provide materials)

If you have interest in any of the above, contact the Office for more details.

Reasons for Volunteering

- **Socialize**
 - ⇒ Serving gets you out of your house and gives you an opportunity to talk to your neighbors. You can even meet new people!
- **Protect your investment**
 - ⇒ By volunteering in your community association, you can maintain property values and the quality of living firsthand.
- **Volunteers cultivate unity within Villas West**
 - ⇒ They make life easier for the board members, general manager and staff. They play an active role in preserving property values. Simply put, they make the community a better place to live.
- **Interested in volunteering and don't see your area of expertise?**
 - ⇒ Send your idea &/or proposal to the Board for consideration: board@villaswest.org

MAKE A LASTING IMPACT IN YOUR COMMUNITY

There are always ways in which you can help out. The first step is just making the decision to get involved. Think about what you can do to help out. A community relies on its members to function efficiently and effectively, so it's important to do your part well.

Anything you can do to help, no matter how small, can make a significant difference.



LOCAL SERVICES



PIMA COUNTY Report Crime/Suspicious activity: **(520) 351-4900**

SHERIFF DEPARTMENT Green Valley District Office: **(520) 351- 6711**

SNAKE REMOVAL Green Valley Fire Department: **(520) 629-9200**

TRASH PICKUP Titan Trash: If no trash pickup call **(520) 393-7891**

LOCAL NEWSPAPER Green Valley News: **(520) 625-5511**

SERVICES CONTACT INFORMATION: ELECTRICIANS

Cordero Electric

(520) 398-9916 or (520) 429-3229(

<http://www.corderoelectric.com>

ME Electric LLC

520) 250-5051

meelectricaz@gmail.com

Sunnyside Electrical LLC

(520) 891-8559

SERVICES CONTACT INFORMATION: PLUMBERS

Green Valley Plumbing

(520) 625-8976

www.greenvalleyplumbingaz.com

Sahuarita Plumbing LLC

(520) 780-4507

www.sahuaritaplumbing.com

Valentine Plumbing

(520) 444-9359

www.valentineplumbingaz.com

Villas West Management and Board of Directors do not warrant, recommend, endorse, or assume liability for any of these contacts.



VILLAS WEST 2023 BOARD OF DIRECTORS

president@villaswest.org

Linda Djupstrom, President

board@villaswest.org

Ray Harries Vice President and Grounds Committee Chair

Merna Keress Treasurer and Finance Committee Chair

Tim Schaid Secretary and Architecture Committee Chair

Lila Szedlus **Member at Large**, Maintenance Committee Chair & Social Director

VILLAS WEST OFFICE

Dorothy Gates

General Manager

gm@villaswest.org

Liliana Ortega

Assistant Manager

am@villaswest.org

Ashden Armstrong

Administrative Assistant

admin@villaswest.org

Office Hours: Monday - Friday

8:00 - 2:00* pm

**after 2:00 pm by appointment*

520-393-7891

460 South Paseo Quinta
Green Valley, Arizona 85614

EMERGENCY or After Hours: 520-256-5779

Calls will be answered before 8:00 PM. After 8:00 PM leave a voicemail.

After Hours Emergencies include:
Heating | Cooling | Exterior sewer line

Portable heaters and air conditioning units are available
at the office during business hours for temporary use.

We cannot respond after dark or during inclement weather.

Emergency service does not include turning on/off the water or lighting water heaters.

Villas West newsletter is the official document of the Board of Directors & Green Valley Villas West Condominium Association and all published information herein constitutes notice to all members.

The Board of Directors reserve the right to edit all submitted material.

If you would like your own copy of the newsletter, send your name and address to: newsletter@villaswest.org.

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