



**Green Valley Desert Hills No. 4, Inc.
Organizational Board Meeting Minutes
February 16, 2024**

Call to order: Diane Jacobson called the meeting to order at 2:09 pm.

Attendance: Ray Flemming, Diane Jacobson, Jan Weatherbee, Geri Beal, Patti Dean. Kathy Booth and Amber O'Doherty were absent. There were 8 homeowners in attendance.

Approval of Agenda:

Jan Weatherbee made a motion to go into Executive Session following the Organization Meeting to discuss Delinquent Annual Dues Seconded by Geri Beal Yes 5 No 0 Motion Carried Yes

Diane Jacobson made a motion to add to the agenda the acceptance of the resignation of Kathy Booth and to fill the vacancy Seconded by Geri Beal Yes 5 No 0 Motion Carried Yes

Jan Weatherbee made a motion to accept the revised February 16, 2024 agenda. Seconded by Patti Dean Yes 5 No 0 Motion Carried Yes

Reading of the Regular Board Meeting Minutes November 17, 2023: - Geri Beal made a motion to accept the November 17, 2023 Regular Board Minutes as written. Seconded by Patti Dean Yes 5 No 0 Motion Carried Yes

Treasurer's Report: – Jan Weatherbee – Action taken

**Green Valley Desert Hills No. 4, Inc.
Regular Board Meeting February 16, 2024
Treasurer's Report for January, 2024**

Income

\$112,750 was added to Assessment Income for 2024 dues and late fees charged

\$277.09 was received for interest on CDs and Money Market accounts at BMO Bank

Accounts Receivable

\$14,768.12 was owed for assessment dues and late charges. Through February 12th, the balance was \$10,608.12.

Expenses

\$-17.60 was credited back by the bank for the service charge in December, 2023.

\$5,200 was charged to Contract Maintenance for landscaping services for January.

\$58.31 was charged to Office Supplies for 2 boxes of mailing labels.

\$222.00 was charged to Postage for 300 Forever letter stamps and 100 extra ounce stamps.

Accounts Payable

\$5,200 was owing for Landscaping Maintenance and paid in February.

The following amounts were transferred from Expense to Reserves per the approved budget:

Beautification \$1,000

CC & Rs \$200

Professional Fees \$4,400
Storm Damage Clean Up \$2,000
Erosion Control \$4,420
Streets \$22,000
Street Sweeping \$2,500
Trees and Shrubs \$1,000
Unassigned Reserves \$12,140
Website Domain \$135

The bank account was changed to another account that allowed more transactions to be processed. The prior account allowed us just so many transactions with a reduced balance on hand. We now have the funds in the bank to change the account allowing more transactions. There is no other change in the account.

Submitted by: Jan Weatherbee, Treasurer

Diane Jacobson made a motion to accept the February 16, 2024 Treasurer's Report Seconded by Geri Beal Yes 5 No 0 Motion Carried Yes

Committee Reports – Action to be taken

Architectural Report – Phyllis Buchanan

Green Valley Desert Hills No. 4, Inc.

Architectural Committee Report

Organizational Meeting

February 16, 2024

The Committee on January 15, 2024 met at Phyllis Buchanan's home at 3:00 p.m.

Attendance Phyllis Buchanan, Fred Waggoner, Ron Wessels and Jim Jacobson.

The Committee approved two Architectural Change requests

1. Approval to paint a drive way the color gray
2. To repair a sewer line which involved access on the common ground
3. 4 paint requests

The Committee turned over to the Compliance Committee three violations

1. Homeowner did not complete all violations found on the home. Two out of four items still need to be fixed.
2. Parking a golf cart in an unauthorized parking area
3. Car parking on street overnight.

There was a discussion on the replacement of the exterior paint color pine cone. The committee decided to on replacing it with Briar DEC712 which will blend well with or two approved exterior wall colors Cliff Brown and Adobe. The Committee will be making a recommendation at our February 16, 2024 Organizational Meeting.

Submitted by Phyllis Buchanan, Chairperson

Ray Flemming made a motion to accept the February 16, 2024 Architectural Committee Report.
Seconded by Diane Jacobson Yes 5 No 0 Motion Carried Yes

Green Valley Desert Hills No. 4, Inc.
Maintenance Committee Report
Organizational Meeting
February 16, 2024

On Wednesday February 14, 2024, the Maintenance Committee met at Ann Brooks home. Those in attendance were Ann Brooks, Phyllis Buchanan, Bill Hammond, Jim Jacobson and Val our Landscaper.

Val's schedule for the next four weeks will be as follows:

1. February 21, 2024 - start Area 7
2. February 28, 2024 - start Area 9
3. March 6, 2024 - finish Area 9 and Start 10
4. March 13, 2024 - finish Area 10 and Start 11

At our October Meeting Ann Brooks brought up the idea of using Riprap, an angular stone which will stabilize the hillside behind Jarrito and Desert Hills 5. Next week Val will begin to apply the Riprap at the West end of Jarrito behind 1588 and 1580 Jarrito.

Our next scheduled meeting will be 3:00 p.m. March 13, 2024 at Ann Brooks home. Any questions or concerns please contact Ann Brooks at 253-670-5246

Submitted by Ann Brooks, Chairperson-presented by Phyllis Buchanan, Co-Chair

Ray Flemming made a motion to accept the February 16, 2024 Maintenance Committee Report.
Seconded by Geri Beal Yes 5 No 0 Motion Carried Yes

Green Valley Desert Hills No. 4, Inc.
Beautification Committee Report
Organizational Meeting February 16, 2024

On Wednesday February 14, 2024 the Beautification Committee met at Ann Brooks home. Those in attendance were Ann Brooks, Phyllis Buchanan, Bill Hammond and Jim Jacobson.

Since our last meeting the Beautification Committee worked on weeding the long endcap between Desert Hills 4 & 5 and started to prepare for the installation of the Riprap on the west end of Jarrito behind 1588 and 1580.

Ann reported that the work crew has increased from two to five individuals who are working very hard to maintain our common ground. However, there is still room for additional volunteers. If you are interested, please contact Ann at the number provided below.

Our next scheduled meeting will be 3:00 p.m. March 13, 2024 at Ann Brooks home. Any questions or concerns please contact Ann Brooks at 253-670-5246

Submitted by Ann Brooks, Chairperson-presented by Phyllis Buchanan, Co-Chair

Ray Flemming made a motion to accept the February 16, 2024 Beautification Committee Report.
Seconded by Diane Jacobson Yes 5 No 0 Motion Carried Yes

**Compliance Committee Report-Phyllis Buchanan-Action Taken
Green Valley Desert Hills No. 4, Inc.
Compliance Committee Report
Organizational Meeting
February 16, 2024**

The Committee met on January 22, 2024 at Phyllis Buchanan’s home. Those in attendance were Phyllis Buchanan, Geri Beal and Ray Flemming. We reviewed the three suspected violations from the Architectural Committee. They are:

1. Homeowner did not complete all violations found on the home. Two out of four items still need to be fixed.
2. Parking a golf cart in an unauthorized parking area
3. Car parking on street overnight.

Friendly letters will be sent to each of these individuals

Phyllis Buchanan reported to the committee that the Architectural Committee is working on compiling these rules and regulation to be given to the Compliance Committee to aid in getting our work done.

Submitted by Phyllis Buchanan, Chairperson

Ray Flemming made a motion to accept the February 16, 2024 Compliance Committee Report. Seconded by Diane Jacobson Yes 5 No 0 Motion Carried Yes

**Paving Committee Report-Ray Fleming- Action Taken
Green Valley Desert Hills No. 4, Inc.
Street Paving Committee Report
Organizational Meeting
February 16, 2024**

A Streets Committee meeting was held January 31, 2024, at Ray Flemming’s home at 3:30 p.m. In attendance were: Ray Flemming, Jan Weatherbee and Thomas Morin (Existing Asphalt Contractor in Buffalo Minnesota)

Tom Morin did a complete tour of Desert Hills 4 streets looking for visible surface cracking along with streets that do not show any visible surface cracking.

What we are reviewing as a committee, did Tucson Asphalt use a consistent mixture when they did our streets in Desert Hills 4.

Each street will be addressed with Tucson Asphalt Contractors with our four-year Warranty for Resolution.

- | | | |
|-------------------|---------------------------|----------------------|
| ✓ Via De Roma, | Looks Good. | |
| ✓ Placita Travis, | Visible surface cracking. | Warranty Resolution. |
| ✓ Via Del Tirol, | Visible surface cracking. | Warranty Resolution. |
| ✓ Camino Kino, | Visible surface cracking. | Warranty Resolution. |
| ✓ Placita Helada, | Visible surface cracking. | Warranty Resolution. |
| ✓ Via Mirasol, | Visible surface cracking. | Warranty Resolution. |

✓ Via Del Jarrito, Looks Very Good.

✓ Calle De Plata, Looks Very Good.

Submitted by Ray Flemming, Paving Committee, Chairperson

Green Valley Desert Hills No. 4, Inc.
Post Street Paving Committee Report
January 31, 2024

Ray Flemming and Thomas Morin had a meeting with Keith from Tucson Asphalt on February 6, 2024, at 9:00am.

Ray, Thomas, (Streets Committee), and Keith from Tucson Asphalt toured the streets with visible surface cracking along with the streets that are not showing visible surface cracking.

Keith from Tucson Asphalt stated he wants to bring Noah from Tucson Asphalt within the next two weeks to come up with a Warranty Resolution with the streets paving committee.

Once the Warranty Resolution between Tucson Asphalt and the Street Paving Committee is completed the report will be submitted to the Dessert Hills 4, board of directors for approval.

Submitted by Ray Flemming, Paving Committee, Chairperson

Geri Beal made a motion to accept the February 16, 2024 Paving Committee Report and Post Street Paving Committee Report January 31, 2024 Seconded by Diane Jacobson Yes 5 No 0 Motion Carried Yes

Social – Diane Waggoner-Action Taken

Green Valley Desert Hills No. 4, Inc.
Social Committee Report
Organizational Meeting
February 16, 2024

Social for March 19, 2024

- Bar-B-Q social planned for March 19, 2024
- Canoa Hills Social Center Picnic area 3:00pm to 7:00pm
- Picnic / potluck
- BBQ Ribs supplied Ray Flemming will be supplying the Ribs
- Lawn games
- Details to be developed

Submitted by Dee Waggoner, Chairperson

Geri Beal made a motion to accept the February 16, 2024 Social Committee Report. Seconded by Ray Flemming Yes 5 No 0 Motion Carried Yes

GVC Report – Phyllis Buchanan -No Report-Next GVC meeting to be held on Friday, February 22, 2024.

Newsletter-Kathy Booth-Action Taken

Green Valley Desert Hills No. 4, Inc.
Newsletter Report

**Organizational Meeting
February 16, 2024**

The next edition of the Desert Hills HOA newsletter will be coming out early March 2024. It will be sent to everyone via email, except for those who do not have email, it will be hand delivered or mailed.

The newsletter will include information from the election at the Annual Meeting, the upcoming social events, Board meeting dates and any other information the Board wishes to see in the newsletter.

Committees or Board members wishing to put an article in this edition (reminder - next one doesn't come out until early December) need to have those items submitted to me, Kathy Booth at pmkmbooth@comcast.net before February 29, 2024.

Submitted by Diane Jacobson for Kathy Booth, Newsletter Editor

Jan Weatherbee made a motion to accept the February 16, 2024 Newsletter Report Seconded by Diane Jacobson Yes 5 No 0 Motion Carried Yes

Refuse/Recycle Report-Phyllis Buchanan Action to be taken.

**Green Valley Desert Hills No. 4, Inc.
Refuse/Recycle Report
Organizational Meeting
February 16, 2024**

Just a few reminders:

- On June 1, 2024 we will be entering our second year of our five-year contract with WM
- Pickup for both Garbage and Recycle is on Thursdays
- Please do not put out your garbage before 6:30 am and please have them put away by 6:00 pm
- If you have any problems and you do not wait to a customer service representative, please contact Phyllis Buchanan at 313-801-7723

If you have any question or concerns, please contact Phyllis Buchanan at the number provided above or email me at paghd4@gmail.com.

Diane Jacobson made a motion to accept the February 16, 2024 Refuse/Recycle Report Seconded by Geri Beal Yes 5 No 0 Motion Carried Yes

New Business:

Diane Jacobson made a motion to accept Kathy Booth's resignation from the Board due to family and personal reasons. Seconded by Geri Beal Yes 5 No 0 Motion Carried Yes

Geri Beal made a motion to nominate and elect Phyllis Buchanan to replace Kathy Booth's vacant one year term Seconded by Diane Jacobson Yes 5 No 0 Motion Carried Yes

Nomination of Officers – Diane Jacobson - Action taken

President Ray Flemming	Secretary Phyllis Buchanan
Vice President Diane Jacobson	Treasurer Jan Weatherbee

Geri Beal made a motion to accept the February 16, 2024 Nomination of 2024 Officers Seconded by Diane Jacobson Yes 6 No 0 Motion carried Yes

Election of Officers- Diane Jacobson - Action taken

President Ray Flemming	Secretary Phyllis Buchanan
Vice President Diane Jacobson	Treasurer Jan Weatherbee

Geri Beal made a motion to accept the February 16, 2024 Election of Association Officers Seconded by Ray Flemming Yes 6 No 0 Motion carried Yes

New President Ray Flemming conducted the rest of the meeting.

Selection of Committee Members-Ray Flemming

Architectural Ray Flemming, Chair Phyllis Buchanan, Co-Chair Fred Waggoner Jim Jacobson Patti Dean	Neighborhood Watch Phyllis Buchanan, Chair Kathy Booth, Chair Geri Beal
Auditing Ron Wessels, Chair Larry Brooks Diane Jacobson	Newsletter Kathy Booth, Editor Cindy Flemming, Co-Editor
Beautification Ann Brooks, Chair Phyllis Buchanan, Co-Chair Bill Hammond Jim Jacobson Ray Flemming	Nomination Ray Flemming, Chair Phyllis Buchanan, Co-Chair
Budget Jan Weatherbee, Chair Ron Wessels, Co-Chair Paige Booth Diane Jacobson	Paving and Street Maintenance Thomas Morin, Chair Ray Flemming, Co-Chair Jan Weatherbee

CC & R's Ray Flemming, Chair Phyllis Buchanan, Co-Chair Geri Beal	Social Dee Waggoner, Chair Cindy Flemming, Co-Chair Doris Austin Amber O'Doherty
Compliance Committee Phyllis Buchanan, Chair Ray Flemming, Co-Chair Mari Nelson	Refuse/Recycle Phyllis Buchanan, Chair Kathy Booth, Co-Chair Ray Flemming
GVC Representative Ray Flemming, Representative Phyllis Buchanan, 1 st Alt. Mari Nelson, 2 nd Alt.	Website Jan Weatherbee, Chair Ray Flemming, Co-Chair
Maintenance Ann Brooks, Chair Phyllis Buchanan, Co-Chair Bill Hammond James Jacobson Ray Flemming	GVR Room Contact Phyllis Buchanan

Diane Jacobson made a motion to accept the Selection of Committee Chairpersons, Co-Chairs and Members Meeting dates for 2025 Seconded by Ray Flemming Yes 5 No 0 Motion Carried Yes

Voting for Annual and Regular Meeting Dates and Times for 2025 – Ray Fleming
Annual, Organizational and Regular Board Meeting dates for 2025 – Action to be taken

Meeting	Month/Day/Year	Time	Location-Tentative Assign.
Annual Meeting Organizational Meeting	02/21/25 Immediately following Annual	1:00 p.m.	Desert Hills Social-Aud. Room A
March Regular Board Meeting	03/21/2025	2:00 p.m.	Desert Hills Social- Room A
April Regular Board Meeting	04/18/2025	2:00 p.m.	Desert Hills Social- Room A
October Regular Board Meeting	10/17/2025	2:00 p.m.	Desert Hills Social- Room A
November Regular Board Meeting	11/21/2025	2:00 p.m.	Desert Hills Social- Room A

Diane Jacobson made a motion to accept the Annual, Organizational and Regular Board Meeting dates for 2025 Seconded by Ray Flemming Yes 6 No 0 Motion Carried Yes

Discussion of adding a Holiday Social in December of 2024-Dee Waggoner-Action to be taken

Green Valley Desert Hills No. 4, Inc.
Social Committee Report
Recommendation for an additional December 2024

Organizational Meeting February 16, 2024

The Happy hour Christmas Party held on December 11, 2024 was a great success. We handed out invitations to all residents two weeks before the event and we had a great turnout. Sixty-five homeowners and guests attended. We should make this a yearly event.

Submitted by: Dee Waggoner, Chair, Doris Austin, Cindy Flemming, and Amber O’Doherty

Diane Jacobson made a motion to add a Holiday Social in December, 2024 Seconded by Phyllis Buchanan Yes 6 No 0 Motion carried Yes

Voting for Social Meeting dates and Times for 2025 – Ray Flemming

Social-Type	Month/Day/Year	Time	Location-Tentative Assign.
BBQ	03/17/ 2025 or 03/24/2025	2:30-Set up time 3:00-7:00 p.m.-Social Time	Canoa Hills Picnic Area and Kitchen
Happy Hour	07/21/2025 or 07/28/2025	2:30-Set up time 3:00-6:00 p.m.-Social Time	Desert Hills Aud.
Pot Luck	10/20/2025 or 10/27/2025	2:30-Set up time 3:00-6:00 p.m.-Social Time	Desert Hills Aud.
Holiday Party	12/08/2025 or 12/06/2025	2:30-Set up time 3:00-6:00 p.m.-Social Time	Desert Hills Aud.

Diane Jacobson made a motion to accept to accept Social Dates for 2025 Seconded by Phyllis Buchanan Yes 6 No 0 Motion Carried Yes

**Architectural recommendation for replacement trim color Pine Cone-Phyllis Buchanan-
Action taken**

**Green Valley Desert Hills No. 4, Inc.
Recommendation for trim color (Pine Cone) replacement
Organizational Meeting February 16, 2024**

Before our January 15, 2024 Architectural Meeting the Committee suspended the color of Pine Cone, because when homeowners used this color to paint their trim it turned Purple instead of a dark brown. As a result, Fred Waggoner contacted Dunn Edwards to investigate the situation. He reported to us there was no change in the formula, but there was the color purple in it. Fred also showed the Committee various dark brown colors that would go well with either exterior approved colors Cliff Brown or Adobe. As a result, the Green Valley Desert Hills No. 4, Inc. Architectural Committee is recommending Briar (DEC712) as its replacement. See sample below. Phyllis Buchanan presented actual paint chips to the Board for their review.

Ray Flemming made a motion to accept to accept Briar (Dec712) to replace trim color Pine Cone. Seconded by Jan Weatherbee Yes 6 No 0 Motion Carried Yes

Presentation and proposal for the construction of Community and Sandwich Boards to be placed within the community for communication purposes within the DH4 Community-Ray Flemming-Action taken

**Green Valley Desert Hills No. 4, Inc.
Presentation and Proposal Construction of
Community and Sandwich Boards
Organizational Meeting February 16, 2024**

At our November 17, 2023 meeting Ray Flemming offered to construct both community message and sandwich boards to better the Boards communication with the DH4 homeowners. The Board asked Mr. Flemming to make a presentation at our February, 2024 Organizational Meeting. His presentation is as follows:



The Community Board to the right would cost approximately \$100 to construct and would be painted one of our approved paint colors. One or two will be built, however the location has not been determined. Information to be placed will be important information about the Association. in Mr. Flemming wants to discuss location with Maintenance Committee. More boards will be made in the future; however, a time line has yet to be determined.



The Sandwich Boards will be primarily used to announce our Annual and Regular Board Meeting and Social dates, times, location. Special notices like change of meeting and or social events may also be used on the Board. Location of the bounds have yet to be determined. The cost is approximately \$65 per board.

(Geri Beal left the meeting before this vote was taken.)

Diane Jacobson made a motion to accept Ray Flemmings presentation and proposal for construction of three Community Boards and Sandwich Boards to be placed within the community. Seconded by Patti Dean Yes 5 No 0 Motion Carried Yes.

Approval for renewal of Pre-Paid Legal Services with Goldschmidt & Shupe-Phyllis Buchanan-Action to be taken.

During this past summer Cindy Stinson, with permission from the Board entered into an agreement with Goldschmidt and Shupe, Attorneys at Law, should the Association need legal advice. This program is called Prepaid Legal Services Addendum which entitles our Association to have:

1. Four (4) hours of telephone or virtual consultations with one of the firm's attorneys every quarter (January, April, July, October) at no charge.
2. One of the Firm's Attorneys provides for a single one (1) hour Board training and legal orientation. Goldschmidt and Shupe also offer an engagement service which is a free service until we need to engage them. Included will be a fee schedule for all services they provide so until we actually need them this service is free. Also, by entering into this agreement we will already have attorneys to represent if and when needed.

At our last meeting Phyllis Buchanan recommended we change our Statutory Agent to Goldschmidt and Shupe, which is an agent who receives and delivers association board items such as foreclosure notices or any other legal documents needed to be sent to Associations. The main reason for taking this action is to provide consistency. There is no fee for this service. Our current agent is Richard Duffield and we have not used him in years.

The other day I received an email from Goldschmidt and Shupe asking if we still wanted to renew this service. Usually this service is automatically renewed, however the fee for this service was raised from \$600 year to \$900 and they wanted to make sure we wanted to renew, because of the increase.

As a result, I am recommending the Board renew this service, because the Board needs to have an avenue for getting legal advice. This program has helped both myself and our Treasurer in clarifying several legal issues for a reasonable price. Finally, after every GVC meeting, this law firm avails itself to hold two-hour meetings with any of GVC members. These meetings are very information and have proven helpful in making decisions concerning our Association and more importantly it is a free service.

After reviewing the above recommendation and a lengthy discussion the Board decided to renew the agreement.

Phyllis Buchanan made a motion to accept Phyllis Buchanan's recommendation to renew the Pre-Paid Legal Service with GoldSchmidt & Shupe. Seconded by Diane Jacobson Yes 4 No 1 Motion Carried Yes

Old Business:

Reminder of committee future meeting dates – Information only no action to be taken

Budget Committee - to be scheduled for early November, so budget may be approved at the November Meeting.

Nomination Committee - to be scheduled for early October, so candidates may be approved at the October Meeting.

Auditing Committee: - to be completed by January, 2025

Meeting Dates and Times and Socials for March and April 2024:

Meetings:

1. Friday, March 15, 2024-3:00 – 5:00 pm - Desert Hills Social Center Room B
2. Friday, April 19, 2024 3:00– 5:00 pm - Desert Hills Social Center Room B

Socials:

1. Tuesday, March 19, 2024-3:00 - 7:00 pm BBQ - Canoa Hills Picnic Area
2. July 22 or 23, 2024 - 3:00 – 6:00 pm Happy Hour-location, dates and times to be determined
3. October 28 or 29, 2024 - 3:00 – 6:00 pm - location, dates and times to be determined
4. December 9 or 11, 2024 - 3:00-6:00 pm – location, dates and times to be determined

Other: No Other

Next Regular Board Meeting March 15, 2024 Desert Hills Social Center 3:00 to 5:00 p.m. Room B

Adjournment: Diane Jacobson made a motion to adjourned the February 16, 2024 Organizational Board Meeting at 4:49 pm. Seconded by Patti Dean Yes 5 No 0 Motion carried yes.