

Manager's Report January 12, 2021

Welcome back everyone and Happy New Year.

We have had a lot going on over the last few months so I want to thank everyone for their patience and understanding.

Dorothy Gates has started at Villas West as our Finance person and is back at the office.

A reminder that the website is always updated and all forms are now reflecting our 460 S Paseo Quinta Address please keep checking it for all our news. The E Blast will continue as we progress and correspond. Please make sure we have a good email for you.

If your Villas is a rental, please make sure we have all your tenant information on file. It makes it difficult if a tenant either comes by or calls the office to request something and we have no way to verify who they are. Make sure your new tenant or homeowner submit the \$25.00 Administrative fee.

I sent an E Blast late last week

The Villas West office hours are As follows:

9:00 AM – 12:00 PM Walk-in and 1:00 PM – 4:00 PM by appointment Pplease remember to wear your mask and a maximum two (2) people may visit the office at a time.

Thank you,

JD Sotelo General Manager Green Valley Villas West Homeowners Association