

MINUTES OF THE BOARD OF DIRECTORS

GREEN VALLEY VILLAS WEST CONDOMINIUM ASSOCIATION - April 13, 2021

A regular board meeting of the Board of Directors of Green Valley Villas West Condominium Association was held via Zoom due the Covid 19 Pandemic at 9:30 a.m. on April 13, 2021.

Present: Jim Becker (President), Tim Schaid (Vice-President), Chris Fisher (Treasurer), and Marcella Erler (Secretary). Charles Wallace (Director). Also, in attendance was JD Sotelo, General Manager for Villas West. All attendees were present via zoom. There were thirty-one residents who engaged in the Zoom meeting.

A. Call to Order, Roll Call, and Establish Quorum The meeting was called to order by Jim Becker at 9:35AM and a quorum of five directors were present.

B. Adoption of the Agenda: A motion by Jim Becker and seconded by Chuck Wallace to adopt the amended agenda was unanimously approved.

C. Manager's Report: JD Sotelo reported that the Yard Sale scheduled for March 20th, 2021, was a success with twenty-eight participating villas. The painting of this year's villas is complete with twenty-six buildings completed. Poly sealing is scheduled for the 5th & 6th of July on Sarta and the 7th & 8th on Tierra at 6:00 a.m. Beginning in May the crew will renew oleander removal. A maintenance plan is ready, and management wants to put it on the website to show residents what the crew is doing regarding HVAC units and water heaters. JD would like to assure residents that he does not work for Villas East, but he does consult with their president, vice-president, and a representative from their management company. These meetings have always been done at the Villas West office.

D. Approval of Minutes: A motion was made by Marcella and seconded by Tim Schaid to approve the minutes of the March 9, 2021, a Regular Meeting, the February 19, 2021, Special Meeting, and an Executive Meeting on April 7, 2021 -- passed unanimously.

E. Treasurer's Report: Chris Fisher presented the following financial report

Operating Account as of February 28, 2021

Operating Income – \$355,697

Operating Expenses - \$219,686

Operating net income/loss - +\$47,261 (after \$88,750 transferred to Major Maintenance Fund)

Reserve Account (Major Maintenance Fund)

Reserve Income (Interest, Gain/loss on investments, Contributions) – \$89,345

Reserve Expense - \$149,434

- Roof Repair and replacement - \$55,050
- HVAC replacement - \$50,600
- Painting Outside Contractor – \$39,303

Reserve Portfolio Summary (February 28,2021) –

- Opening Value (1/1/21) - \$1,503,686
- Cash Withdrawn - \$0
- Closing Value - \$1,502,528

Important Numbers –

- HVAC units continue to be replaced regularly (28% of Annual Budget through 2/21)
- Roof Repairs and Replacements at 53% of Total Annual Budget in the first 2 months of 2021
- \$62,000 withdrawn for the Major Maintenance Fund through March 2021
- Owners are always welcome to review Financial Documents in the office with the Board Treasurer and/or President. Please call the office for an appointment or send an email request to the Board's email address, villaswestboard@gmail.com. Relevant financial information is also posted on the Villas West Website.

A motion was made by Tim Schaid and seconded by Chuck Wallace to approve the Treasurer's Report. The motion carried unanimously.

F. Committee Reports:

- **Architectural** – Jim Becker presented the Architectural Requests for approval – ten requests were approved and one concerning a full backdoor insert was denied. A motion from Jim Becker and a second by Marcella Erler was unanimously approved.
- **Budget and Finance Committee** – Chris Fisher – Chris reported the Budget Committee did not meet since the last Board Meeting.
- **Communication and Documents** – Chuck Wallace reported the Compliance Committee did not meet since the last Board Meeting
- **Grounds Committee** – Marcella Erler reported five approved requests and one denied. Of the nine held over from last month three were completed and six will be finished soon. Marcella personally checked the lights at night and eleven light were replaced with energy efficient lights. All pool areas received and are flying new flags. The pool furniture has been returned to all the pools. Park benches will be addressed next by the grounds committee. A motion to approve the grounds requests from Tim Schaid and seconded by Chuck Wallace was passed unanimously.
- **Maintenance Committee** – Tim Schaid reported that no meetings were held since the last meeting; and the next meeting will be scheduled for September. There have been no roof replacements and six roof repairs. The board wants to be proactive and have a system of preventative maintenance. We are waiting for bids from the current painting contractor for painting the red and yellow curbs and for stenciling addresses in the parking areas.

There have been 237 work orders in 2021 (79 for HVACs, 26 for sewer, 12 for roofs, 36 for grounds, 68 for water and 20 for water on/off). Zero roofs have been replaced, six were repaired. Poly sealing for Sarta, and Tierra is scheduled for July. All outdoor lamps have been painted. Curb painting bids have been sent out. Marcella asked if we get credit for having all lights replaced with energy efficient lights.

- **Social Activities Committee** –Lila Szedlus reported there were no social activities this year. "Fun in the Sun" is being discussed for October as is Oktoberfest.
- **Compliance Committee**—Chuck Wallace reported that thirteen email contacts were made for parking violations and one covenant violation for parking a golf cart on the front patio.

G. Old Business – Centralized Mailbox Units Updates and Speakers

- JD, Jim Becker, and Colleen Hay met with the Post Office
- No to mailboxes on the back porches or in front of patios

- Available options are to leave as is or CBUs
- A special thanks to Coleen Hay for her hard work, walking the grounds, and to James Tidwell for the maps and to Marcella Erler for her help

Jim Becker:

- We need to do what is best for Villas West.
- There are multiple options and not everyone will be happy.
- We need to move forward after several years with no conclusion.
- We need to find a happy medium.
- Survey is a reasonable idea if it is clearly worded

Tim Schaid:

- The email responses on the board email are not scientific. We need to hear from the owners.
- We should table CBUs until we do a paper survey that goes out with the annual packet
- Motion to table CBUs by Tim Schaid and a second by Chris Fisher

Chris Fisher:

- We need extra time so that the residents can see what the options look like
- We need to reach people who are not online and do not use email
- Chuck Wallace and Chris Fisher will work on the new survey

Colleen Hay:

- Survey needs to be better with options listed
- Volunteered to be on the survey committee
- Already voted to take mailboxes off the patio

Chris Fisher: that was a premature vote before the board knew that the Post Office would not allow this and that we don't have to do anything now.

- Mailboxes on the patio are an invasion of privacy and the patio is her private property

Board vote to approve survey to be included in annual packet and the committee will include Chris Fisher, Chuck Wallace, Tim Schaid, and Colleen Hay. Motion passed 4-1, Marcella Erler dissenting

H. New Business—Approve Committee Members

Architecture: Jim Becker, Jim Sullivan

Maintenance: Tim Schaid, Mike Flynn, Lou Kiper, Jim Sullivan

Budget: Chris Fisher, Chuck Wallace, Jeff Miller, Jim Becker,

Grounds: Marcella Erler

Documents & Communication: Chuck Wallace, Barb Fisher

Compliance: Chuck Wallace, Colleen Otto, Larry Grigsby, Barb Fisher, Diane Westerhof

Motion to approve committee members by Jim Becker and seconded by Tim Schaid. Approved 5-0

Chris Fisher asks for people to volunteer to be on committees.

I. Adjournment of Business

Motion by Tim Schaid and seconded by Chuck Wallace, unanimous approval.

J. Owner Input

Jim Becker announces the sale of his Villa and that he will need to resign from the board when the sale closes in May.

Discussion of whether the flying of drones above Villas West is legal

Resident asks how to volunteer to be on the committees

Respectfully submitted: Chris Fisher President

DATES TO REMEMBER – OCTOBER 12, 2021

Next Board Meeting via Zoom