



2023

Pumpkin spice

and everything nice.

In this issue:

Help Wanted - Board Members Needed

Meet Tom Bowes

President's Message

Monthly Board Meeting Dates

General Manager's Report

Committee Reports:

- Budget & Finance and Treasurer
- Documentation & Communications
 - Grounds
 - Architectural
 - Maintenance
 - Social Events

Did You Know: TEP E-Bike Rebate

Services Contact Information

Villas West Board & Office Contact Info

Newsletter Advertising & Submissions

WELCOME BACK, LILIANA

*A warm welcome back
to the office, Liliana.*

*We are all glad to have you
back with us.*

Welcome back!

Liliana's email: am@villaswest.org

HELP WANTED

VOLUNTEER BOARD MEMBERS NEEDED

MAKE A DIFFERENCE

Are you looking for an unique leadership opportunity?

Look no further!

If you are committed to keeping Villas West
healthy and financially viable, we are looking for you!



SEEKING NEW BOARD MEMBERS

Are you looking for a unique leadership opportunity?

Are you looking for a unique leadership opportunity? Have you been yearning to put your talent of strategic thinking, financial forecasting, organization behavior, project management into serving a great cause?

Look no further! If you are committed to keeping Villas West healthy and financially viable, we are looking for you!

The Villas West Board of Directors is looking for leaders to join our board as one member's term is coming to an end. Our volunteer board has been the strategic heart of our organization, ensuring that in the work for our residents, we deliver real results, and anticipate and respond to changes in our community.

If you are one or more of the following, we'd like to talk to you:

- Energetic and entrepreneurial business person, who is not already overextended with other commitments, eager to put their enthusiasm for improving our community.
- Individual who wants to utilize their expertise in helping the Villas West community.

If you hold yourself to high expectations, then you'll find board service very rewarding.

We are looking for folks who will:

- Attend at least five (5) board meetings annually.
- Actively serve on one committee: Budget & Finance, Documentations & Communication, Grounds, Architectural, Maintenance, and Events.
- Advocate for our needs in the community and among your Villas West neighbors colleagues and peers.
- Always be curious to learn more about Villas West's needs.

If you are interested in being considered for our board, please complete a Board of Directors Application and send to admin@villaswest.org or drop off at the office.

The form can be found on the website or pick up a copy at the office.

Website link: <https://villaswest.org/forms#3797e8d2-ccd5-4b7f-b10d-9c7df4e67693>

BREAKING NEWS

The Villas West Board of Directors welcomes **Tom Bowes** to the Board, effective October 18th.

Tom has taken the Board position of Treasurer and chair of the Budget & Finance Committee as he fills the open positions due to Tracy Swaim's resignation at the end of September.

MEET TOM BOWES

Greetings fellow Villas West owners. My name is Tom Bowes and I purchased my unit in May 2018 and retired January 1, 2021. I chose Villas West over a few other developments in Green Valley for a number of reasons; beauty of the grounds, walkability, purchase price, and HOA provided exterior upkeep to name a few. I have lived most of my life in the Detroit area. Yes, I'm a snow-bird...and have motels gotten expensive or what?

I started an electrical apprenticeship in 1978 and became a licensed journeyman electrician in 1982. I am currently licensed in the state of Michigan and am also a registered electrical inspector there.

My career segued into education in 1994 when I became an apprenticeship and continuing education instructor,

and subsequently an assistant director and coordinator of various training and certification programs. In that capacity I did quite a number of things that are relevant to being a board member. My responsibilities ran the gamut, from mentoring students and staff, developing long range plans and calendars for training, getting bids and doing cost projections, obtaining preparatory training for instructors, and finally launching and monitoring both new and repeat classes. I also did content development and technical review for a number of textbooks that have been used internationally.

I'm on two other boards for organizations that provide preparatory and continuing education training programs for electrical inspectors, contractors, and installers in Michigan. For one I am the documents committee chair and was on the audit committee for a number of years. For the other group I am the recording secretary. I provide computer and audio/video tech support for the training seminars for both of those organizations, as I did for my place of employment. You may have seen me assisting with audio/video needs at a couple of our Villas West meetings last year.



MEET TOM BOWES *continued*

These days I spend much less time with my nose in esoteric technical documents and a lot more time honing my singing, songwriting, and music skills. I'm a singer, guitarist, harmonicist (look that up in your Funk & Wagnalls) at Unity of Royal Oak and a member of two different folk music clubs. One of the things I like about Green Valley is the number of musical opportunities to play and perform with other musicians. I've gotten familiar with a few of them and we collaborate on songs to present with the Silver City Jam Band over at the Lutheran Church that's just south of Villas East on Friday evenings.

As far as taking on the role of Treasurer, I do it with some trepidation (given recent events). However, I do have every intent of lasting longer than a head of iceberg lettuce in the crisper drawer, or certain British prime ministers of late. Look folks, we've been through some nasty stuff over the past few years and I don't blame some for being cynical, but let's at least TRY to be kind to one another. We're all in this together. Here's my pledge: I will work to monitor our funds and financial solvency and increase efficiency and efficacy in the services provided by our employees and contractors. Along the way I'm going to chime in with some thoughts on how to improve timelines and processes to try and make Villas West the Shangri-La we all want it to be. That having been said, we all make choices and in Green Valley you can choose to look at the mountains, or to look at the mines...if you catch my drift. I'll take the mountains, thank you.

~ **Tom Bowes**

PRESIDENT'S MESSAGE

Linda Djupstrom

Serving on a COA/HOA (Condominium Owner / Home Owner Association) board is a great way to be an active part of our community. However, sometimes a board member's circumstances or reasons for serving change. Once again, we have had change, and with change comes some reflection.

Good day and for those of you who don't know me I am Linda Djupstrom. I have been on the Board for about 16 months. When I was first appointed to the Board I was in the position of Treasurer and in February was elected as President. Pat and I rented for 4 years and then two years ago we became owners of our beautiful little Villa.

I see my roll on the board as a partnership – with our General Manager Dorothy and her staff, and with each of the Board Members. As it was explained to me when I first became a Board member, as a Board member my responsibility is to the Villas West community as a whole. Every planning session, meeting, budget session should always have the COA's best interests in mind. This surprised me a little, as I thought it was more representing the owners. NO, the job is one to protect the COA for the owners. I have found that "doing the right thing" is not always easy or certainly not popular.

I try to look back at success we have had to give us support to keep moving in a positive way. So, for this month's report I would like to highlight just a few positives as a reminder that although sometimes it feels like we have so much to do – there have most certainly been successes!

PRESIDENT'S MESSAGE*Continued*

- There are more details available from the accountant Don and the auditor Karly, but we have weathered a great deal financially and in the last two years we have taken ZERO out of our Reserve Fund to balance our budget! This is a big win!
- Our Reserve Funds were pulled from Wells Fargo to Ameriprise and we switched our local banking from WaFed to Chase.
- An updated Reserve Study was completed. Jeff Miller took the lead through the process along with Dorothy and he presented the outcomes to the Board and owners.
- We have gone from outsourcing our grounds and painters to having our own staff including now providing 7 days a week maintenance coverage.
- Under the leadership of Ray Harries, not only was a dangerous tree study completed but we are acting on it, removing as many dangerous trees this year as is feasible in our budget.
- Under the leadership of Ray Harries, Lou Kifer and volunteers, we have a “Little Library”, the gabions by the office, a beautiful garden scape by the office and some new donated trees planted.
- Under the leadership of Tracy Swaim as Treasurer and Mark Ewell, they developed a forecasting spreadsheet to help stay up to date on what is happening budget wise monthly. This has proved to be a great tool already!
- A huge task was completed by a volunteer, Zee Hussain who went through well over 150 boxes of papers and separated what needed to be shredded and what was to be kept. This resulted in 91 boxes of shredding and cleaned out areas that now provide some organization.
- Although I can't quite claim this as “our” accomplishment, but we added a new person into our Villas Staff – her name is Hazel ! She is most definitely a check in the success ledger.
- The Documents and Communication committee spent hours working on outdated forms, finding things a previous manager had changed (without board approval) etc. This remains an ongoing task but so much has been accomplished!

Yes, we still have much to do yet and it will take time but I am reminded of the wise words of William Arthur Ward and it how it applies so well to what it takes to be a Board Member:

Do more than belong: participate.

Do more than care: help.

Do more than believe: practice.

Do more than be fair: be kind.

Do more than forgive: forget.

Do more than dream: work.

~ *Linda Djupstrom*

UPCOMING BOARD MEETINGS

The Board of Directors meet monthly on the **third (3rd) Wednesday** each month.

Upcoming Meetings

November 15 in-person at Friends in Deed & via Zoom

No meeting in December

January 17, 2024 in-person at Friends in Deed & via Zoom



Annual General Meeting*

February 21, 2024

Monthly in-person meetings are held at **Friends In Deed**
301 W Camino Casa Verde, Green Valley

*The Annual General Meeting in February 2024 will be held at
GVR (Green Valley Recreation) East Center - 7 S Abrego Dr, Green Valley

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

Grandpa, why don't you have any life insurance?"

"So you can all be really sad when I die."



GENERAL MANAGER'S REPORT

Dorothy Gates

As many of you know, Liliana has returned earlier than she had expected! We are ecstatic as she is a valuable member of our team and she has certainly been missed. Along with the early return, we have gained a new face in the office. Hazel will be with us Monday – Wednesday. This allows Liliana to return early and not have to worry about Hazel. Along with the return of Liliana comes a change in work hours, she will be working four days from 8am-6pm This allows for a more flexible coverage in the office.

Wipes are NOT Sewer Friendly

We have recently seen an increase in residents as many head South for the winter. With this increase comes an increase in work orders. One such increase we have seen is in sewer calls. As you may recall, Marcos

GENERAL MANAGER'S REPORT*Continued*

scoped and cleaned all underground sewer lines this summer. We are now seeing an increase in sewer calls to clear top vents. I will admit that some of these are due to the older pipes we have on the property, but some come from the use of wipes. Please remember, wipes are not sewer friendly---even if they advertise, they are safe—they are NOT safe for our sewer system.

Newly Planted Trees

The landscape crew have finished planting the 15 Donated trees. Many thanks to the homeowners who purchased and donated trees! These trees were planted in areas of irrigation or in areas where homeowners have agreed to water them. The trees planted have been cultivated to thrive in our climate and are great replacements for those trees we are having to take down due to danger, rot and death of the tree. This is an annual project spearheaded by Lou and over the years, a number of trees have been donated and planted to enhance our oasis here in the desert.

Overseeding

The crews are gearing up for overseeding. Once again, we have planned out four areas that will not be over-seeded due to cost and to help reduce the amount watering we do. We will be trying something new this year as far as laying seed. The crew has done some research and are hoping to not have to “scalp” the grass which will cut down tremendously on the amount of dust and dirt flying around.

Budget

As we move into the budget season---I have been working on reducing our costs without reducing our services. Some such savings we have found is:

- We will be cutting out the laundry service for uniforms. The men will receive their shirts however they must launder them themselves. This alone will save us close to \$200/week.
- We have contacted a new vendor for our HVAC's as we felt we were not receiving the service we need. We will be employing Oscar's Heating and Cooling for our HVAC needs. Currently we are purchasing units for \$6890 and with Oscar's we will be paying \$6800, this is a \$90 savings, and the owners will receive a free duct cleaning with every install, a \$300-\$500 benefit for our owners. Oscar's has installed four new units in the last month or so and we have seen a dramatic change in response times and willingness to do what needs to be done to get our units back up and running without waiting weeks for parts.
- As Linda has mentioned, we have made some changes in staff schedules. This allows our staff to have long weekends twice a month, gives us 10 hours of work each day, weekend maintenance coverage, AND cut down on overtime pay.
- Humberto has been taking out the trees he is able to which is a savings of \$2000-\$6000 per tree!
- We are looking at reducing the number of roof replacements we do next year. We will have a roofer come in and assess the roofs and replace based on need and age.



GENERAL MANAGER'S REPORT

Continued

- Each month we perform a water audit, comparing usage from the prior month and year to current usage. This helps us to see where our water is going. Unfortunately we are seeing higher usage in residential meters than with our irrigation meters.
- We “frozen” two positions for the coming year, 1 in maintenance and 1 in paint

These are just a few things we are doing to try and cut down costs.

Parking Issues

We continue to have parking issues. Owners/tenants must have a permit affixed to their vehicle for identification. These vehicles are allowed to park in their deeded spot or in overflow—not in the Visitors parking spots!

Common Grounds

Please remember that the ground outside of your patio or back porch is common ground. If you would like to have something planted, you must receive approval from the Grounds committee.

Things to Ponder

Unfortunately, we have seen a 20.39% inflation increase since 2019 and another 4%-5% increase in 2024 which affects us in so many ways such as:

- Gas for our equipment has seen an 8.7% increase in cost
- Electric for pools, laundries and lights increased 12%
- Natural gas for pools and laundries has gone up 37.61%
- Building material, concrete, wood, brick/block a 68.5 % increase
- Hardware, adhesive, tape, nuts and bolts, tape- 23.35% increase
- Sewer costs have increased \$200 / month over last year
- Insurance has increased \$47,000 from 2022

I wish you all a wonderful month and hope to see you at Novembers meeting where we will hold face to face meetings once again at Friends in Deed.

~ *Dorothy Gates*

TREASURER, BUDGET & FINANCE

The Villas West Board of Directors welcomes **Tom Bowes** to the Board, effective October 18th.

Tom has taken the Board position of Treasurer and chair of the Budget & Finance Committee as he fills the open positions due to Tracy Swaim's resignation at the end of September.

Due to having the Treasurer position being vacant this past while and Tom Bowes joining the Board this week, there is no report for this month.

The Balance Sheet from end of September has been included on the following page.

For more details, please contact the office.



Green Valley Villas West Condominium Association
Balance Sheet
9/30/2023

AssetsAsset

1125 - Chase - Checking	\$242,919.33
1128 - Washington Federal	(\$36,738.56)
1140 - Petty Cash	\$3,825.00
1194 - Washington Federal-Reserve	\$38,831.09
1197 - Ameriprise Financial	\$1,042,510.96
1200 - Accounts Receivable	\$23,010.00
1210 - Bad Debts	(\$1,707.49)
1220 - Prepaid Expense	\$3,150.39
1230 - Shuffleboard Courts	\$4,400.00
1231 - Office Equipment	\$40,922.03
1232 - Maintenance Equipment	\$160,501.77
1234 - Landscape Equipment	\$131,650.88
1240 - Maintenance Building	\$66,094.11
1241 - Office building	\$72,739.14
1320 - Pool Area Equipment	\$162,709.98
1340 - Park Benches	\$2,208.60
1360 - Street Improvement	\$392,134.71
1380 - Roof Additions/Crickets	\$746,050.05
1400 - Heat Pumps	\$2,260,212.11
1498 - Insurance Proceeds - Hail Storm	\$21,319.79
1499 - Less Accumulated Depreciation	(\$2,675,302.94)
1510 - Supplies On Hand	\$5,000.00
1511 - Due (to) From Reserve	\$26,450.40
1512 - Due (To) From Operating	(\$26,450.40)
<u>Asset Total</u>	<u>\$2,504,440.95</u>

Assets Total**\$2,504,440.95****Liabilities and Equity**Liability

1225 - Prepaid Income Tax	\$6,158.38
2000 - Accounts Payable	\$53,849.28
2110 - Accrued Vacation	\$15,490.47
2130 - Accrued Payroll	\$14,047.43
3211 - Prepaid Residential Assessment	\$70,678.76
<u>Liability Total</u>	<u>\$160,224.32</u>

Other

2705 - Operating Fund Balance	(\$99,082.54)
2706 - Reserve Fund Balance	\$2,228,008.57
<u>Other Total</u>	<u>\$2,128,926.03</u>

Retained Earnings

(\$24,460.58)

Net Income

\$239,751.18

Liabilities & Equity Total**\$2,504,440.95**

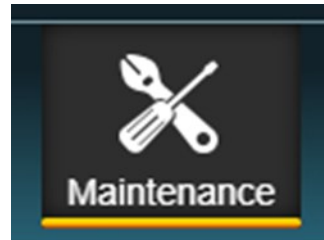
SUBMIT WORK ORDER USING WEB PORTAL

Have a new work order request? Use the Villas West website to create a new work order.

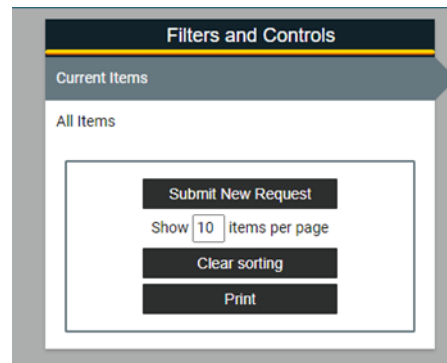
You can access the link from the Home page or use this link: <https://villaswest.org/web-portal-information>

If you need assistance to setup your account, contact the office.

Choose **Maintenance** button from the menu



Select **Submit New Request**



You can then monitor work order status as this submission goes directly into the internal Caliber system for action to be taken.



PAINTING

Painting is-ongoing and if you do not want the sheds, doors or gates painted, you must inform the office.

RETURN TO VILLA CHECKLIST

There is a checklist available for those planning on returning to Villas West this fall. This is a great reference to ensure all has been taken care of.

You can find this checklist on the website:
<https://villaswest.org/living-in-villas-west>



DOCUMENTATION & COMMUNICATION

Linda Djupstrom

Projects continue to be worked upon:

- Job Descriptions
 - ⇒ Majority of job descriptions have been completed with few remaining roles to be completed by month's end
- Performance Evaluation Tool Updated
 - ⇒ Updated the tool for evaluating performance of General Manager
- September Newsletter released

~ **Linda Djupstrom, Chair**

NEW OWNER'S ORIENTATION

We are developing a
New Owner's Orientation class for the fall.

- What are some things that you wish you had known when you moved here?
- What are some issues that new owners should know from the very get go?

Please send an email to ideas@villaswest.org

**LAUNDRY ROOM MACHINES**

There are times when that the machines in the laundry rooms cause issues or don't work properly.

Villas West doesn't own these machines so we do not work on them.

The phone number for CSC is located on each machine so you are able to place a service call yourself.

If the office is open, we can also place a call for you.



POOL HOURS

As of November 1st

10:00 AM and 6:00 PM



PARKING

Owners/tenants must have a permit affixed to their vehicle for identification.

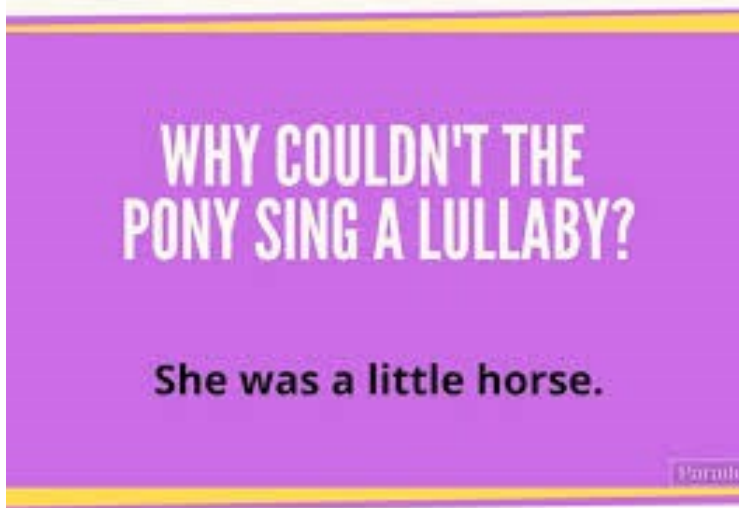
These vehicles are allowed to park in their deeded spot or in overflow - not in the Visitor's parking spots!

BULK PICK UP

If you have any items you need hauled off, please schedule with the office.

Remember, our rules prohibit leaving any items on the curb, this includes items you are giving away.

If you wish to donate items, you can call the office, White Elephant, or Animal League of Green Valley.



GROUNDINGS**Ray Harries**

The Grounds Committee briefly met this month to discuss some dying tree removals and a couple problem grounds requests that are still under review. We are also discussing the matter of several residents not respecting our CC&R's by storing personal possessions within the common areas, screening barriers open to resident's view located above patio walls and other visual matters. These CC&R matters have been discussed with the General Manager for consideration and action, if appropriate.

New Trees Planted

To date, Lou Kifer has planted 15 drought tolerant replacement trees throughout the Villas in the vicinity of trees that have been removed in 2023.

Updated Grounds Report

An updated report will be provided to the Board at our November 2023 meeting.; however items to be discussed and evaluated in the near future by the Grounds Committee are as follows:

- Tree removal and maintenance plans
- Upcoming enhancement planting programs
- Speed bumps and reduced speed limits including new signage
- Water conservation recommendations
 - ⇒ Example: converting pool sites to decorative gravel, or artificial grass
- Drought tolerant shrubs and trees
- Electric vehicle charging stations

~ *Ray Harries, Chair*

ARCHITECTURAL**Tim Schaid**

The following Architectural Alteration Application has been initially approved and is now in need of final Board approval.

1) Connect W/D to Sewer Line

- Approved
- Must have Permit
- Must use Licensed/Insured Plumber Certificates on file in Villas West Office prior to work starting
- Owner must call Villas West Office upon completion of work

~ *Tim Schaid, Chair*

MAINTENANCE

Lila Szedlus

The Maintenance Committee met this month and discussed the update of the following maintenance long range plans: HVACs, roof replacements, water heater replacements, danger trees, oleander removals/sewer routings, pools, villa patio painting and water conservation.

Tree Inventory and Management Plan by Consultant Arborist

The consultant arborist has completed her 83 page report on our Villas West “tree inventory and management plan” for 98 on-site large trees being 54 eucalyptus and 44 pines studied for risk assessments. Only 3% of our trees are considered dangerous and in poor health. This report not only outlines tree maintenance for the trees health but also outlines risks of injury to our residents and buildings and will be discussed in detail at our November Board meeting.

HVACs

We still have 70 HVACs using an R-2 refrigerant that has been banned for importation into the U.S. for over 10 years. We hope to replace these within the budget years 2024 & 2025. Our remaining 600 HVACs are currently using R-410-A refrigerant which, starting this year is being phased out according to the U.S. government and being replaced with an R-454-B refrigerant.

Trees

Regarding the removal of dead/dying trees, danger trees and sewer problem trees, to date our grounds crew have removed 3 eucalyptus, 3 magnolias and 2 junipers at a tremendous savings over hiring an outside contractor. Several more scheduled for removal by years’ end including three more danger Eucalyptus trees.

Pools

Our General Manager has enacted a new pool maintenance program to include scrubbing water line scum buildup weekly.

Sidewalk Inspection & Numbering Lights

Starting later this month or in November myself and committee member Mike Flynn will canvas all Villas West sidewalks identifying, painting and mapping any sidewalk trip danger areas. As well as we will be locating and mapping all pool and sidewalk safety lights in order for the office to number each one, so as when calls come into the office regarding lights being burned out, a particular light number can be provided.

A more detailed report on the seven long range maintenance plans will be provided to the membership at our November Board meeting.

~ *Ray Harries, Lead of the Maintenance Committee*



These are not gray hairs!
They are wisdom highlights.



SEE SOMETHING, SAY SOMETHING

If you see something, report it !

We all play a role in keeping our community in good condition.

As you're going about your day, if you see something that needs attention, such as a burned out light bulb, please report it to the office.

If you fill in the work order from the website portal, you would be helping the office as their time can be spent being more productive.



SOCIAL EVENTS

Lila Szedlus

We have a small budget for social activities and in order to continue bringing activities, we are asking for donations.

There will be a "drop box" at each function and you may also donate at the office.

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

All activities listed on following two (2) pages are subject to change and many details are currently being worked on so please keep checking for updates.

Refer to website <https://villaswest.org/calendar> or stop by the office for current details.

~ *Lila Szedlus, Social Director*



BRING JOY AND HOPE TO A CHILD

Bring an unwrapped toy(s) of \$10.00 value to the Christmas Party or make a minimum \$10.00 donation to bring a smile to a child at Christmas. Donations for foster children of the Helper for Children organization.



SOCIAL EVENTS

Many details are currently being worked on so please keep checking for updates and times of events.



OKTOBERFEST October 27th @ Noon

***** CUT OFF FOR TICKETS OCTOBER 20th *****

Join us for some Oktoberfest festivities.

Bring a dish to pass for 10 people and please make a donation to offset costs. [Sign up in office to receive a meal ticket.](#)

COFFEE HOUR

November 9th @ 9:00 am

Donuts and Scones will be served



PATIO SALE

November 10—11th

You must sign up in the office to be added to the map.

Villas will have balloons to indicate participation.

There will be a \$5.00 fee to offset the cost of balloons and newspaper advertising.



THANKSGIVING LUNCHEON

November 17th @ Noon

Bring a dish to pass and submit a donation to offset costs.

[Sign up in office to receive a meal ticket.](#)



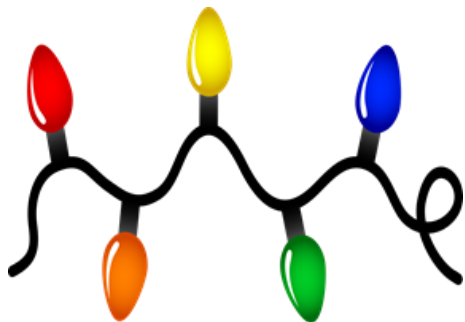
CHRISTMAS PATIO DECORATING CONTEST

Starting November 15th, get your patio decorated for Christmas.

Prizes will be awarded so sign up in the office to be included.

Judging takes place December 21-23, 2023 and prizes will be awarded & announced at the January 11 Coffee Hour.

Decorations must be taken down by January 5th, 2024.



SOCIAL EVENTS

Come out and meet your neighbors and enjoy visiting with friends.

CHRISTMAS PARTY

December 2nd @ 4:30 PM

***** CUT OFF FOR TICKETS NOVEMBER 27th *****

Join us at the American Legion 66 on to celebrate Christmas with your Villas West community.

Cost \$17 for residents & \$20 for guests.

Sign up in office to receive a meal ticket, and to order your meal.



Bring an unwrapped toy (value \$10) for the Toy Drive. Donations for foster children - Helper for Children organization.



CRAFT SHOW

December 6th

Book your table at the office as limited number available for our resident crafters.

Sign up in office required.

Donations will be requested to offset cost of advertising.

COFFEE HOUR

December 7th

Donuts and Scones will be served



CHRISTMAS PARADE

December 13th @ Noon

Decorate your golf cart, car or bicycle. You can even walk!

The parade goes through the entire community, starting on South Sarta.

We have a small budget for social activities and in order to continue bringing activities we are asking for donations.

There will be a "donation drop box" at each function or you may donate at the office.

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

All activities are subject to change. Please keep checking for updates and event times.

Refer to website <https://villaswest.org/calendar> or visit the office for current details.

DID YOU KNOW

TEP E-BIKE REBATE PROGRAM



TEP offers rebates for eligible residential customers who purchase a qualifying e-bike.

Customers meeting low-income eligibility thresholds are eligible for a \$600 rebate.

Those who don't meet income requirements are eligible for a \$100 rebate.

In partnership with Pima County and the City of Tucson, low-income qualifying customers can also receive a free helmet and lock. Details will be provided once proof of purchase is submitted.

For more details, visit <https://www.tep.com/e-bike/>

****PLEASE**** PROVIDE CURRENT CONTACT INFORMATION



- Make sure the Office knows **how to reach you in case of an emergency**
- **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

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	ME Electric LLC	Sunnyside Electrical LLC
(520) 398-9916 or (520) 429-3229	(520) 250-5051	(520) 891-8559
www.corderoelectric.com	meelectricaz@gmail.com	

SERVICES CONTACT INFORMATION: PLUMBERS

Green Valley Plumbing	Sahuarita Plumbing LLC	Valentine Plumbing
(520) 625-8976	(520) 780-4507	(520) 444-9359
www.greenvalleyplumbingaz.com	www.sahuaritaplumbing.com	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

board@villaswest.org

Linda Djupstrom	President
Tom Bowes	Treasurer and Budget & Finance Committee Chair
Ray Harries	Vice President and Grounds Committee Chair
Tim Schaid	Secretary and Architectural Committee Chair
Lila Szedlus	Member at Large, Maintenance Committee Chair & Social Director

VILLAS WEST OFFICE

Dorothy Gates
General Manager

Liliana Ortega
Assistant Manager
am@villaswest.org

Ashden Armstrong
Administrative Assistant
admin@villaswest.org

NOTE: *Liliana returned from maternity leave October 2nd*

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.

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 is 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.

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.

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

You can also pick up a printed copy from the office.

Previous versions can be found on the website: <https://villaswest.org/newsletters>

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