

NORTHTOWN Homeowners Association

Board of Directors Meeting Open Session

Meeting Minutes for January 13th, 2026

**Location:
Northtown Clubhouse
6:30 p.m.**



Your Community. Our Commitment.

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Northtown Homeowners Association
Open Meeting Minutes
January 13th, 2026

Call meeting to order:

Sheila called the meeting to order at 6:30 p.m.

In Attendance:

Sheila Ruling

Linda Barvitz

Jeannie King

Frank Vance

Emmy Morales

Penny Glico Senior Portfolio Manager with Osselaer Management

Excused:

Homeowners in Attendance:

Several homeowners were in attendance.

Approval of the meeting minutes for December 9th, 2025:

Motion to approve the meeting minutes for December 9th, 2025- Linda motions **to approve the December 2025 meeting minutes**. Seconded by Emmy, motion approved, motion carried.

Reports:

Discussion on missing board positions and to possibly switch positions if necessary. A form is passed around to the Board for signature and the positions that will be held for the new year. Board President shares that the Board is down 2 positions, tasks will need to be shared and asking all homeowners that are present if they would like to volunteer.

Spring members' meeting will hopefully bring more interest to sit on the Board. Comments on the needs of Northtown and not the wants.

Discussion to stop putting Northtown business on personal computers and the importance that all information pertaining to Northtown shall and will be input into the Northtown computer system.

Vice President Update:

Vice President begins by sharing more information on the driveways that are on Northtown land and the installation or potential signs. These signs if approved would be installed close to the driveways near the Cavecreek and Waltann entrances after the alleyway. **Suggestion on the signs to state: Private Streets and No Trespassing.** Comment made by a homeowner: **Should you check with the City of Phoenix, on installation boundaries.** More research to be conducted on sign installation. **Comment from the Board Vice President:** We also need to make sure that we have an **“Authority to Arrest: on file with the Phoenix Police Department.**

Secretary/Treasurer Report:

President comments that all lot files within the Northtown Office must be kept up to date. Board Treasurer shares that Northtown is 45 votes short on the 3rd amendment and 82 short on the 4th amendment.

Board Treasurer shares a BIG THANK YOU to Barry and Jeannie on going door to door for signatures on the amendments.

Board Treasurer shares that Northtown had an amazing 2025 year with expenses and savings, Roads and Grounds has done an exceptional job with their budget.

ACC/Compliance Committee:

To date for the month of December there were 23 violations total, 12 courtesy letters and 11 fines that were given. Discussion on the purchase of a digital camera to be able to take pictures of future violations as there seems to be back lash on the violations that are being sent out.

Motion made by Linda to approve the purchase of a digital camera not to exceed \$100.00, seconded by Jeannie, motion approved, motion carried.

Discussion that when choosing to paint the exterior of your home and Architectural Request Form and paint samples of the color that you would like to paint your home, must be submitted for review and approval.

Roads and Grounds:

Discussion that there are projects that are currently in the works and the signage by the pool area. Sierra Sun is the Northtown Landscaper and there may be a small increase in their monthly fees. Discussion that the irrigation system will need to have some work completed, proposals will be submitted.

Comments and Questions:

Comment that the Board should consider giving Phil gas money when he is patrolling the property. Comment that Nora has applied for a grant for gas.

Comment, the gym looks very good.

There being no further business to discuss:

Sheila motions to adjourn the meeting at 7:15 p.m. Linda seconds the motion, motion approved, motion carried...

Respectfully submitted,

Penny Glico

Senior Portfolio Manager for Northtown Homeowners Association