

IN THE KNOW

STAY IN THE KNOW-IMPORTANT INFO FOR
HAPPENINGS THIS WEEK IN OUR COMMUNITY



JUNE

9-15

9

TUE

- Cottonwood Golf Course Closed for Maintenance
- Reciprocal Task Force Meeting 12:00 Noon Meeting Room #2 CLC

10

WED

- Palo Verde Golf Course Closed for Maintenance
- Backdoor Funk 6-9pm at Palo Verde
- Neighborhood Watch Committee Meeting 4:30pm Phoenix Room CLC

11

THU

- Team Trivia 4:00pm Cottonwood Restaurant

12

FRI

- Admin Bldg. Closes @ Noon on Fridays for Summer Hours
- Backdoor Funk 6-9pm at Cottonwood

13

SAT

14

SUN

15

MON

- South Lake Closed - Maintenance Work All Day
- Video Bingo 3:30pm San Tan Ballroom

Dear Homeowners,

One of the many things that makes our community special is the dedication of the employees who serve our residents every day. Whether they work in our restaurants, golf operations, maintenance, administration, recreation or other departments, they play an important role in creating the quality of life we all enjoy.

Recently, there have been several instances in which staff members have been treated in a manner that falls short of the standards of respect and courtesy we expect within our community. Inappropriate behavior, personal attacks, or disrespectful treatment of employees are never acceptable. Good humor and friendly conversation are always welcome, but they should never come at the expense of another person's dignity or comfort.

Our staff members deserve to be treated with the same dignity and consideration that we would expect for ourselves. They work hard to serve our community and often go above and beyond to assist residents and guests.

As homeowners, we all share responsibility for fostering a positive environment. I encourage all of us to be mindful of our interactions and to remember that respect is the foundation of a strong community. By treating our staff, fellow residents, and guests with kindness and consideration, we help ensure that our community remains a place where everyone feels valued and appreciated.

Thank you for helping make our community a place where residents, guests, volunteers, and employees are valued and respected.

Sincerely,
Jean Nelson
President Board of Directors



GOOD TO KNOW INFORMATION

ADMINISTRATION & HOMEOWNER SERVICES

Important reminders, useful insights, and community information to keep residents informed, prepared, and *in the know*

GUEST PASSES

If you're expecting family or friends, please obtain **Guest Passes** in advance to avoid lines.

- **Guest Card Form** is available [here](#)—print and complete it before visiting Homeowner Services.
- **Guest Definition:** Individuals staying in your household while you are in residence, for up to 30 days per year.
- **Reminder:** Guests must have a pass to use amenities if unaccompanied. A Guest Pass is also required at the Fitness Activity Center, along with a \$10 daily fee.

SPEED LIMIT 25MPH

Please remember: the speed limit in Cottonwood and Palo Verde is **25 MPH**—no exceptions.

With walkers, pets, bikers, and golf carts sharing our roads, safety comes first, even when you're on a schedule.

When driving, please:

- Stay alert to your surroundings
- Follow all road signs
- Use turn signals
- Watch your speed

Thank you for helping keep our community safe

BIKING & WALKING

We do not have sidewalks in our community. Please take extra caution when walking or biking using these tips

When walking:

- Wear light or reflective clothing
- Carry a flashlight if in the dark
- Make eye contact with drivers
- Keep pets on a short, reflective leash
- Walk facing traffic, near the curb

When biking:

- Use a bike light & rear reflectors
- Wear light-colored or reflective clothing
- Stay alert to traffic behind you (a mirror helps)
- Ride near the curb, the same way as traffic

BE SURE TO HAVE ID AND CELL PHONE WITH YOU

HOMEOWNER RECORDS CURRENT?

Please keep your homeowner account information up to date—especially for emergency contact and HOA communications.

Update your details by submitting a Homeowner Information Change Sheet, available

- At Homeowner Services
- Online [here](#)

Complete, sign, and return the form to the Administration Office

GOLF PATHS

- **Golf course paths are for golfers only**—no walking, jogging, biking, or dog walking at any time
- This rule is **enforced 24/7**, including at night. Violators will be asked to leave
- For walking and exercise, please use the Five Lakes paths in Cottonwood

PET OWNERS

- Please be a responsible pet owner—always clean up after your pet
- Pets **must be leashed at all times** and walked along designated paths, not near the greenbelt fence
- HOA rules prohibit unsanitary conditions on common property and will be enforced

SEND US YOUR FEEDBACK

You may have seen an uptick in QR codes around our community, they play an important role in shaping the future of our community. You'll find QR codes posted throughout our community including at the clubhouses, in our communications, golf courses and pro shops, and in our dining facilities. Please send us your feedback!

our input is very important and your feedback is an excellent means of voicing concerns, compliments, thoughts, etc.

You can fill out the questionnaire using one of the following options:

- Scan the QR codes with your smartphone camera
- On our website
 - [here](#) for General Comments
 - [here](#) for Food and Beverage Comments

General Comments



Food & Beverage



MONTHLY BOARD MEETINGS

The Monthly Board meeting addresses agenda items and typically includes financial, committee, and management reports, as well as homeowner comments

Workshops will be scheduled as needed

Please check online [here](#), The Flyer, and here (In The Know) for updates or changes to meeting times or locations

ADMIN CENTER: SUMMER HOURS

Homeowner Services

Monday - Thursday | 8:00am - 4:00pm

Friday | 8:00am - 12pm

Saturday - Sunday | CLOSED

Administration

(Back Office)

Monday - Thursday | 8:00am - 4:00pm

(closed for lunch | 12-1pm)

Friday | 8am-12pm

Saturday - Sunday | CLOSED

If we are closed, please call and leave a message at 480-895-3550 and we will get back to you during business hours

If you have business requiring the assistance of Administration Staff, please call to make an appointment or contact us Monday-Thursday, 8AM-4PM, **Friday, 8AM-12PM**

MONTHLY COMMITTEE & TASK FORCE MEETINGS

Each committee holds a monthly meeting to discuss agenda topics and allows homeowners to raise concerns. Meeting times can be found online [here](#)

Please note: we are in our summer months when nearly all of the task force and committee meetings are not held, other than ACC, due to many homeowners leaving for the warmer months. Please be sure to check the schedule and watch for updates in The Flyer and marketing emails

COMMUNITY WEBSITE

Homeowners are encouraged to visit www.cottonwoodpaloverde.com for the latest community information. The website is your go-to resource for financial statements, meeting minutes, menus, maps, and more

As a reminder, the website continues to evolve as the single source of truth for all community updates, with ongoing improvements to usability, performance, and security

COMMUNICATIONS

Community updates are shared daily through multiple channels, including email, our website, digital screens near or inside our facilities, weekly eNewsletters, printed newsletter, signs, flyers, meetings and more.

To stay up to date with the latest information, please be sure to subscribe to our marketing email communications [here](#)

LOST AND FOUND

The San Tan Gate provides a secure location for items that are lost or found and is open 24 hours for your convenience

Homeowners must give a description of the missing item prior to release. Call (480) 895-6846

ADMIN CENTER: DROP BOX

For your convenience, a Drop Box is located east of the entrance of the John R. Dobson Administration Center

This box is provided for homeowners to drop off HOA paperwork, such as their dues assessments and comment cards when the office is closed

Cottonwood & Palo Verde

Dress Code – Member Quick Guide



To maintain a comfortable, respectful, and enjoyable environment for all members and guests, we ask that the following guidelines be observed in all Clubhouse facilities, restaurants, and golf areas.

General Guidelines

- Golf and appropriate athletic attire are welcome throughout the facilities
- Proper footwear is always required
- Denim is permitted if neat and not torn, frayed, faded, or cut off
- Hooded sweatshirts are permitted in bar and patio areas only
- Swimwear is restricted to pool areas and must be properly covered when entering other facilities
- Management reserves the right to interpret and enforce dress standards as needed, which may include special events.

Restaurants, Lounges & Patios

Hats:

- Ball/Golf Caps, Visors MUST be removed while in the Palo Verde Dining Room, or on the Palo Verde Dance Floor
- All Hats are permitted in the Palo Verde Lounge/Patio and Cottonwood Bar & Restaurant

Men

- Collared shirts, golf-style shirts, or appropriate untucked golf shirts
- Sweaters, golf/tennis shorts, or slacks
- Neat T-shirts permitted in the Palo Verde Lounge/Patio and all Cottonwood dining areas (no offensive language or graphics)
- T-shirts are NOT permitted in the Palo Verde Dining Room, or on Palo Verde Dance Floor

Women

- Athletic tops, including racerback styles, are permitted in the Palo Verde Lounge/Patio and all Cottonwood Bar & Restaurant
- Tops must be designed for athletic activity and provide appropriate coverage
- Slacks, golf/tennis shorts, skirts, dresses, and golf leggings are permitted in all areas

Not Permitted

- Tank tops (non-athletic), halter tops, sweatpants, gym shorts
- Cut-offs, torn, or excessively worn clothing
- Clothing that is excessively revealing or contains inappropriate language/graphics

Golf Course

- Standard golf attire is expected, including:
 - Golf shirts or appropriate athletic tops
 - Slacks, shorts, or skirts designed for golf
 - Golf or approved athletic footwear
- Neat denim is permitted (no tears, fraying, or cut-offs)

Children

- Age-appropriate attire is welcome
- Swimwear and tank tops are not permitted in restaurants or Clubhouse areas

Thank You for helping us maintain the standards and welcoming atmosphere of Cottonwood & Palo Verde. Your cooperation ensures an enjoyable experience for all members and guests.

GET TO KNOW OUR TEAM

EMPLOYEES OF THE MONTH: JUNE 2026



ALEXA GAXIOLA, PALO VERDE RESTAURANT & LOUNGE



Alexa Gaxiola has been a valued member of the Sun Lakes team for four years, consistently demonstrating versatility, dedication, and exceptional service. Since her promotion to Lead Supervisor in March, she has continued to exceed expectations through her leadership, training efforts, and commitment to creating a positive experience for both members and staff.

Some of Alexa's many contributions include:

- Developing lasting relationships with members and guests
- Training and mentoring new team members
- Consistently setting the standard for service and teamwork

Alexa's leadership, work ethic, and dedication make her an invaluable asset to the Palo Verde team.

STEVE HIBBARD, COMPLIANCE



Steve Hibbard is recognized for his initiative and innovation in developing new tools that improve operations within the Compliance, Patrol, and Gate departments. His forward-thinking approach has increased efficiency and provides valuable resources that support the success of the entire team.

Among Steve's notable accomplishments are:

- Identifying opportunities to streamline department processes
- Enhancing collaboration between compliance, patrol, and gate operations
- Leveraging technology to improve overall team performance

Steve's commitment to continuous improvement and organizational excellence has a lasting impact on our association.

KAMBRYE MORRISON, COTTONWOOD BAR & GRILL



Kambrye Morrison has quickly become a dependable and versatile member of the Cottonwood team. Her willingness to step into multiple roles, combined with her great attitude and strong work ethic, has made her a valued contributor to both her coworkers and the members she serves.

Kambrye stands out through her:

- Willingness to assist wherever help is needed
- Ability to maintain a positive attitude in a fast-paced environment
- Commitment to providing excellent service to members and guests

Kambrye's enthusiasm, flexibility, and commitment to excellence make her a tremendous asset to the Cottonwood team.

**Cottonwood Palo Verde
at Sun Lakes**

A portrait of a middle-aged man with a full, grey-streaked beard and mustache. He is smiling and looking slightly to the right. He is wearing a light-colored baseball cap with a dark logo on the front. The background is plain white.

When you see Mike, please take a moment to congratulate him on this well-deserved honor and thanking him for his outstanding dedication and service.





Andy Andrews
General Manager

HOA 2 Management Organizational Chart



IMPORTANT NUMBERS



Fire & Emergency	911		Cottonwood Pro Shop	480-895-9449
Maricopa County Sheriff	602-876-1011		Palo Verde Pro Shop	480-895-0300
Sun Lakes Sheriff's Posse	480-895-8751		Cottonwood Bar & Grill	480-895-9688
Arizona Rangers Comp.	602-663-2509		PV Restaurant Reservations	480-895-1981
Poison Control	602-253-3334		Banquets/Catering	480-256-1665
SRP (street light issues)	602-236-8888		CWPV Administration Office	480-895-3550
SRP Emergency	602-236-8811		Homeowner Services	480-207-7618
CWPV Mobile Patrol	480-895-9277		Fitness Activity Center	480-272-6484
San Tan Gate	480-895-6846			