

**Casas Adobes Terrace Homeowners Association
Board of Directors Meeting Minutes
Christ the King Church – Library – 2800 Ina Road
August 6, 2015
As Approved on September 29, 2015**

Present: Rich Baumann, Howard Buehler, Peggy Ober (via phone) and Wilbur Beemer.
Also present was Heather Donlan representing Associa Arizona.

Absent/Excused: All Present

Call to Order/Adoption of Agenda

The meeting was called to order at 6:30 p.m.

Homeowner Forum

- No Discussion

CC&R Compliance

Hearing

- No Discussion

Final Non-Compliance Notice

- Lot 026 – Excessive Flower Pots – Re-inspect
- Lot 034 – Tree Suckers - Close
- Lot 078 – Missing Roof Tiles

A motion to fine the Homeowner for the missing roof tiles was made, seconded and passed with a unanimous vote.

Ms. Donlan was requested to issue the final non-compliance notice for the air conditioner, storage container on the driveway and debris in the side yard/driveway.

- Lot 113 – Tree/Bush Encroaching - Close
- Lot 117 – Parking

A motion to fine the Homeowner for ongoing parking violations was made, seconded and passed with a unanimous vote.

- Lot 122 – Tree Suckers – Re-inspect
- Lot 180 – Parking – The Homeowner will be advised not to block the sidewalk and notify the Association when a vehicle will be parked on the street.

Follow-Up

- Lot 001 – Parking – Fines Issued – Last noted on 06/15/15
- Lot 022 – Trim Bushes – Fines Issued – Closed 07/17/15
- Lot 026 – Unapproved River Rock – Re-inspect
- Lot 034 – Tree Suckers – Closed 07/17/15
- Lot 059 – Paint Satellite Cables – Cables Painted – Closed 06/29/15

- Lot 106 – Ratify Fines Issued – Communication from Homeowner included – Last noted 06/22/15
- Lot 111 – Parking – Fine Issued – Communication from Homeowner included – Last noted 06/09/15
- Lot 122 – Tree Suckers – Last Noted 07/17/15 – Home Sold – Open Under New Homeowner
- Lot 150 – Paint Garage Door – Fine Issued – Communication from Homeowner included – Last noted 07/17/15
- Lot 158 – Parking – Fines Issued – Last noted 06/05/15

Correspondence/Telephone

- Email Communication – Lot 111 – The Board reviewed the email from the Homeowner. The violation will be closed.
- Fine Reconsideration – Lot 150 – The Board reviewed and discussed the Homeowners request to waive the fines.
Ms. Donlan was requested to verify if the door was painted. The Homeowners request will not be considered until the door is painted.

Approval of Minutes

A motion to approve the May 28, 2015 Board Meeting minutes, as amended was made, seconded and passed with a unanimous vote.

A motion to adopt the May 5, 2015 and June 2, 2015 approved ACC Meeting minutes was made, seconded and passed with a unanimous vote.

Financial Report

- The May 31, 2015 and June 30, 2015 financials were provided for review.
- The Board discussed the difference between accrual and cash accounting.
- The Board discussed investigating investment rates to earn a higher interest rate for the Association funds.
- Delinquencies were discussed.

Officer, Committee and Management Reports

Officers Reports

- No Report

ACC

- No Report

Landscape

- Chula Vista is doing a great job.

Website

- The Association has a new website.
- There are 610 links on the website.
- The new website is more functional.

Associa Arizona Management Report

- A written report was included in the Board packet.

Old Business

Insurance Bids – Status Report

- A bid from Community Association Underwriters was provided for review. The premium and deductible were higher than the current policy.
- The Board will review the current policy at renewal.

Transfer/Disclosure Packet & CD

- Ms. Donlan and Mr. Bauman will review the CD together.
- The enforcement portion was renamed on the CD.

Updated Tenant List and Ratify \$15 Penalty for Those Not Returning Tenant Information Form

- The updated tenant list indicating the Homeowners that have responded was provided for review.
- A \$15.00 penalty was charged to homeowners who have not provided the tenant form.

Potential Amendment to Violation Policy

- The Board discussed amending the final non-compliance letter to allow seven days to resolve the issue rather than 14-days.
- The Board discussed establishing an automatic fine if the Homeowner does not request a hearing within the seven day time period established in the final non-compliance notice. Fines will be effective the date of the final non-compliance notice.
- The Board discussed issuing the final non-compliance notice for violations that cause safety issues. They discussed a Homeowner that was blocking the sidewalk and should have been escalated to the final non-compliance notice.

A motion to authorize Ms. Donlan to automatically fine Homeowners that do not request a hearing within the seven day time period was made, seconded and passed with a unanimous vote.

New Business

As Brought Forth

- No Discussion

Next Meetings

- September 29, 2015 – Board Meeting

Once Around the Table

- Ms. Donlan provided a financial report that separates the assessments and fines.
Ms. Donlan was requested to provide the delinquency report as of July 31, 2014.

Adjournment

With no further business to discuss a motion to adjourn the meeting at 7:45 p.m. was made, seconded and passed unanimously.