

**Casas Adobes Terrace Homeowners Association  
Board of Directors Meeting Minutes  
Christ the King Church – Downstairs – 2800 W Ina Road  
January 26, 2017  
As approved on March 23, 2017**

**Present:** Rich Baumann, Howard Buehler, Amelia Cruz, and Rand Mellor. Also present was Heather Donlan representing Associa Arizona

**Absent:** All Present

**Homeowner Present:** None

**Call to Order/Adoption of Agenda**

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

Guest Speaker – Bill Gibson from Complete Landscaping

**CC&R Compliance**

**Hearing**

- The homeowner of lot 175 was not present to discuss several continuing violations including a green light at the front of the house and a trash can visible. The Board discussed possible alternative places for the green light. The Board will consider drafting a letter outlining the several options discussed. If the trash can is observed on a non trash day fines will continue.
- Management was asked to determine the possible sale of lot 179. The home has a current violation for a tarped structure in the rear yard.

**Follow-Up**

- Lot 078 – Missing Roof Tiles, Paint Fascia, Air Conditioner has been removed – Fines issued and continuing.
- Lot 097 – Excessive Street Parking – Monitoring Agreement
- Lot 106 – Excessive Reoccurring Street Parking – Monitor
- Lot 119 – Reoccurring weeds, many trash can, has been fined – Monitoring
- Lot 120 – Excessive Street Parking –Monitor
- Lot 179 – Excessive Street Parking related to home based Business.

**Correspondence/Telephone**

- Lot 046 – Request from homeowner to reconsider late fee

*A motion to remove the late fee issued was made, seconded, and passed with a unanimous vote.*

- Lot 104 – Request additional time to remove Mistletoe from front yard tree.

*A motion to grant the homeowner an additional 60 days to remove the Mistletoe and possibly replacement of the tree was made, seconded, and passed with a unanimous.*

- Lot 146 – Request to reconsider fines for a visible trash can

*A motion to waive the fine issued pending no additional occurrences in the next 6 months was made, seconded, and passed with a unanimous vote.*

- Lot 147 – Communication regarding unpainted solar boxes and conduit lines. The homeowner has previously been notified that all solar boxes and conduit lines must be painted to match the home. Solar City has previously provided a cover.

*A motion to grant the homeowner 30 days to cover and paint the inverter box was made, seconded, and passed with a unanimous vote.*

- Lot 170 – Request to reconsider fines.

*A motion to waive the fine issued pending no additional occurrences in the next 6 months was made, seconded, and passed with a unanimous vote.*

## **Approval of Minutes**

*A motion to approve the December 8, 2016 meeting minutes as amended was made, seconded and passed with a unanimous vote.*

*A motion to adopt the November 8, 2016 and the December 6, 2016 ACC minutes as presented was made, seconded and passed with an unanimous vote.*

## **Financial Report**

- The November 2016 and December 2016 financials were provided for review.
- Larry Recker will begin the preparation of the 2016 Compilation Report.
- The Board discussed adding several footnotes to the compilation to show bad debt expenses that were for previous years.

*A motion to have Larry Recker a footnote to the compilation to show that Bad Debt and legal expenses were expenses acquired in previous years was made, seconded, and passed with an unanimous vote.*

**A motion to accept the November 2016 and December 2016 financials was made, seconded, and passed with an unanimous vote.**

## **Officer, Committee and Management Reports**

### Officers Reports

- No Report

### ACC

- The approved changes made to the Architectural and Landscaping Standard became effective as of January 1, 2017.

- The committee is currently working to make changes to the template letter, which currently accompanies a copy of the signed ACC form. The web site address will be added to the template. The Board was provided with a copy of the proposed template.

#### Landscape

- Complete Landscaping has provided a proposed contract for routine landscape maintenance in the amount of \$661 per month.
- The proposed contract includes the application of pre-emergent, irrigation repairs, and a separate mowing crew.
- The Board discussed concerns with the Chula Vista along with the recent price increase.
- Chula Vista has submitted a proposal in the amount of \$2,175 to remove Mistletoe in several trees along Shannon.

*A motion to terminate the current contract with Chula Vista and begin service with Complete Landscaping was made, seconded, and passed with a unanimous vote.*

#### Website

- No new update was provided.

#### Associa Arizona Management Report

- The Board was a current management report. There were no questions.

#### **Old Business**

##### Avid Pay Reconciliation & Strongroom invoice rejection by Corporate

- This item was tabled for the next meeting.

##### 2017 Key Date Calendar

- The Board was provided with a revised 2017 Key Date Calendar
- A few changes will be made and provided to the Board.

##### Transfer/Disclosure Packet Review

- This item was tabled for the next meeting

#### **New Business**

##### Ratify AIL to include Mistletoe in Standard Violation Inspection.

*A motion to ratify the AIL vote regarding Mistletoe was made, seconded, and passed with a unanimous vote.*

##### Dictograph Contract

- The Board was provided with a 2017 contract from Dictograph.
- Each inspection will remain at \$20.

*A motion to accept and approve the 2017 Dictograph contract was made, seconded and passed with a unanimous vote.*

##### Next Meeting

- March 23, 2017 – Christ the King Church – 2800 W. Ina Road

#### **Once Around the Table**

- No Discussion

**Adjournment**

**With no further business to discuss a motion to adjourn the meeting at 8:8:15 p.m. was made, seconded and passed unanimously.**