

Casas Adobes Terrace Homeowners Association
Board of Directors Meeting Minutes
September 23, 2014
As approved on November 20, 2014

Present: Rich Baumann, Howard Buehler, Wilbur Beemer and Steven Utter. Also present was Heather Plunkett representing Lewis Management Resources.

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 Hearings

Final Non-Compliance Notice

- Lot 028 – Parking & Repaint Front of Home
A motion to fine Lot 028 for not painting the front of the home was made, seconded and passed with a unanimous vote.

A motion to impose a fine if the parking violation is noted again was made, seconded and passed with a unanimous vote.
- Lot 036 – Parking
A motion to impose a fine if the parking violation is noted again was made, seconded and passed with a unanimous vote.
- Lot 042 – Weeds
A motion to impose a fine for weeds was made, seconded and passed with a unanimous vote.
- Lot 068 – Weeds
A motion to close the violation since it was resolved was made, seconded and passed with a unanimous vote.
- Lot 084 – Weeds
A motion to close the violation since it was resolved was made, seconded and passed with a unanimous vote.
- Lot 103 – Parking
A motion to impose a fine for parking was made, seconded and passed with a unanimous vote.
- Lot 113 – Parking
A motion to impose a fine for parking was made, seconded and passed with a unanimous vote.
- Lot 127 – Tree Suckers
The property will be re-inspected.

- Lot 147 – Weeds
A motion to close the violation since it was resolved was made, seconded and passed with a unanimous vote.

Follow-Up

- Lot 002 – Fines for weeds removed per agreement at 07/22/14 meeting
- Lot 078 – Oil on Driveway – Fines Issued – Oil cleaned as of 05/15/14 – Closed on 08/15/14
- Lot 089 – Weeds – Weeds removed on 06/19/14 – Closed on 08/15/14
- Lot 119 – Parking – Re-inspect – Last noted 07/07/14
A motion to close the parking violation was made, seconded and passed with a unanimous vote.
- Lot 133 – Oil on Driveway – Fines Issued – Re-inspect – Car was parked over spot
A motion to close the oil on driveway violation and reopen if it is noted again was made, seconded and passed with a unanimous vote.
- Lot 175 – Paint Mailbox – Close violation and voted to remove the fines – Violation Closed
- Lot 158 – Desert Broom – Closed 09/03/14

Correspondence/Telephone

- The Homeowner at Lot 84 is requesting that the Board waive the fines.
A motion to waive the \$50.00 parking fine and reinstate if the violation is noted again was made, seconded and passed with a unanimous vote.
- The Homeowner at Lot 89 is requesting that the Board waive the fines.
A motion to waive the \$50.00 fine for weeds was made, seconded and passed with a unanimous vote.
- The Homeowner at Lot 180 sent a letter regarding the violation he received for parking. The Board will continue to monitor this situation.
- The Board discussed the gray car from Lot 113 that was parking in violation.

Approval of Minutes

A motion to approve the July 22, 2014 Board Meeting minutes as amended was made, seconded and passed with a unanimous vote.

A motion to adopt the July 1, 2014 and August 5, 2014 approved ACC Meeting minutes was made, seconded and passed with a unanimous vote.

A motion to approve th draft 2013 Annual Meeting minutes to be included in the Annual Meeting packet was made, seconded and passed with a unanimous vote.

Financial Report

- The July 31, 2014 and August 31, 2014 financials were reviewed with those present.
- The Board discussed the \$3,400.00 payment made by a Homeowner for late fees, interest and fines, and association legal fees. The Board would like the \$3,400.00 payment to show on the income statement.

Ms. Plunkett was requested to have the accounting department review the statements to include the payment in the income statement.

A motion to approve the July 31, 2014 and conditionally approve the August 31, 2014 financials pending resolution of the \$3,400.00 was made, seconded and passed with a unanimous vote.

- The Board discussed the \$4,000.00 amount paid for legal fees being offset by the \$3,400.00 payment made by a Homeowner.
- Delinquencies were reviewed.
- The Brown Law Group report was provided for review. The Association has two collection accounts with Carpenter & Hazelwood.

A motion to forward the October collections to Carpenter & Hazelwood was made, seconded and passed with a unanimous vote.

- The Board discussed how long it is taking LMR to approve invoices and issue checks. They discussed automatic draft for the utility bills.

A motion to establish the electric, water and trash for automatic draft was made, seconded and passed with a unanimous vote.

- The Board discussed transferring funds from the Operating Account to the Reserve Account.

A motion to transfer \$5,000.00 from the Operating Account to the Reserve Account was made, seconded and passed with a unanimous vote.

2015 Budget

- The draft 2015 Budget was provided for review.
- All known increases were incorporated into the draft.
- The 2015 assessment will remain at the same rate.

A motion to approve the 2015 Budget to be included in the Annual Meeting mailing was made, seconded and passed with a unanimous vote.

Officer, Committee and Management Reports

Officers Reports

- No Report

ACC

- The Board discussed the role of the Board and ACC when addressing violations.
- The ACC reviews and rules on applications that are submitted.
- The Committee cannot review submittals for Homeowners that have an open violation.
- The ACC will be made aware if a submittal is presented due a violation.
- The Board and Committee will work together on these issues.

Landscape

- There are 42 impact sprinklers at the park.
- Mr. Baumann will dispose of the used sprinklers he was storing at his property.
- Information was provided on the new sprinkler heads that were installed.

Website

- The website report was included in the Board packet.

LMR Management Report

- A written report was included in the Board packet.

Old Business

Landlord Issues with Property Management Company Delegation

- The Association is no longer allowed to require Homeowners to provide copies of the lease.
- The Association Attorney provided a draft tenant form.
- Homeowners can be fined \$15.00 if they do not notify the Association the home is rented and complete the tenant form identifying all adult residents and their vehicles.

Ms. Plunkett was requested to email the form and new law information to the Board.

- Discussion was tabled until the next meeting.

New Business

NW Request for Homeowner to Use Park for Community Yard Sale November 8, 2014

- The Neighborhood Watch is requesting permission to use the park for a community yard sale on November 8, 2014.
- The Board discussed concerns with possible damage to the park or new trees.

The Board decided not to allow the yard sale in the park.

10/28/14 Annual Meeting and Election

- The Annual Meeting is scheduled for October 28, 2014.
- The candidate deadline was today.
- There are three Board positions open for the election.
- The Board discussed the envelopes that would be used for the ballot.
- Absentee ballots will be mailed to all Homeowners.

As Brought Forth

- No Discussion

Next Meetings

- October 28, 2014 – Annual Meeting
- November 20, 2014 – Board Meeting
- January 27, 2015 – Board Meeting

Once Around the Table

- No Discussion

Adjournment

With no further business to discuss a motion to adjourn the meeting at 9:02r p.m. was made, seconded and passed unanimously.