

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Upstairs – 2800 W Ina Road

July 25, 2019

As Approved on September 26, 2019

Present: Rich Baumann, Fonda Thompson and Amelia Cruz. Also present was Community Director Heather Donlan representing Associa Arizona.

Absent: All Present

Call to Order/Adoption of Agenda

- The meeting was called to order at 6:29 p.m.

Homeowner Forum

- Homeowner forum was discussed under CC&R Compliance.

CC&R Compliance

Hearings

- Lot 112 – Parking in the street – The Homeowner and tenant were present to discuss several occurrences of parking in the street. The tenant stated the vehicle belongs to her daughter who visits the home frequently. The tenant was encouraged to talk to neighbors to utilize unused parking in spaces in neighboring driveways. The Board reminded the Homeowner if additional spaces are needed the driveway can be widened with approval from the ACC. The Homeowner requested reconsideration for several fines to be issued.

A motion to reduce the remaining fines by 50% was made. If the violation reoccurs in the next 6 months, all waived fines will be reapplied, and additional fines issued. The motion was seconded and passed with a unanimous vote.

Lot 106 – The Homeowner was present to discuss previous violation for parking in the street. The Board will review past violation and revisit at the next meeting.

Follow-Ups

- Lot 157 – Parking in the Street - Final Non-Compliance notice has been issued to the Homeowner for parking in the street. A notification will be issued to the Homeowner that addresses a previous agreement made that allowed visitors from a church group to park in the cul-de-sac and along Avenida Adella.

A motion was made to begin the fine process for any further continuing parking violation. The motion was seconded and passed with a unanimous vote.

- Lot 175 – On several occurrences a trailer has been noted being stored in the driveway and vehicles parked in the street. The Board will consider drafting a special letter to addresses these non-compliance matters.

Lot 126 – Parking in the street – The Homeowner issued a statement to request the fines issued for parking in the street be reconsidered. The Board determined the parking issue has been corrected.

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A motion to waive the fines issued for parking in the street was made, seconded, and passed with a unanimous vote.

Approval of Minutes

- The Board was provided with the drafted minutes from May 23, 2019.

A motion to approve the May 23, 2019 minutes as amended was made, seconded and passed with a unanimous vote.

A motion to adopt the May 7, 2019 and June 4, 2019 ACC minutes as presented was made, seconded and passed with a unanimous vote.

Financial Report

- The Board was provided with the June 2019 financials for review. The treasurer was previously provided with the May 2019 financials. Delinquencies were discussed. Associa Arizona applied a credit in the amount of \$500 for transfer fees received in 2018 which is part of the current management contract. Management was directed to issue an additional credit in the amount of \$50. Management was requested to provide a current status report from Carpenter Hazelwood.

The May 2019 and June 2019 financials were accepted as presented.

Officer, Committee and Management Reports

Officers Report

- No report was given

ACC

- Minutes from the May 5, 2019 and June 4, 2019 meeting were provided for adoption.

Landscape

- Complete Landscaping has recommended an increase to the current contract. The increase will be based on new Arizona laws that increase minimum wage and 5 paid sick days each year. The increase will be effective on January 1, 2020.

Website

- The web-site continues to be updated monthly.

Associa Arizona

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- A management report was provided to the Board which documented all management activities since the previous meeting. President of Associa Arizona, Eli Crenshaw will be reaching out to discuss the current postage rate charged by Associa Arizona.

Old Business

Interview Fred Kimball and Ratify his Conditional AIL Appointment to ACC

- Fred Kimball was not able to attend the meeting.
- The Board determined to table this item for the September meeting.

New Business

New Statute Regarding Billing Statement and Collections 30 Day Final Notice

- The Board was provided with a legal opinion from Carpenter Hazelwood and Brown/Olcott.
- All associations professionally managed by a management company will be required to issue a billing statement based on the frequency of the assessment which is required to include the immediately preceding ledger history.
- The final delinquency notice will be required to be sent certified mail, return receipt requested, giving the Homeowner 30 days prior to being turned over for collection efforts.

Next Meeting – Thursday September 26, 2019

With no further business to discuss, a motion to close the meeting at 8:26 was made, seconded and passed with a unanimous vote.

Respectfully submitted by

Heather Donlan, CMCA, AMS

For Casas Adobes Terrace HOA