

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Downstairs – 2800 W Ina Road

July 26, 2018

As Approved on September 27, 2018

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

Absent: All Present

Call to Order/Adoption of Agenda

- The meeting was called to order at 6:30 p.m.
- Discussion of lot 164 will be added under Follow-ups and payment times in Strongroom will be added under New Business.

Homeowner Forum

- There were no Homeowners present.

CC&R Compliance

Hearings

- None

Follow-Ups

- Lot 011- Missing a tree in the front yard – Tree has been planted, close violation.
- Lot 019 – Parking in the Street – Continuing
- Lot 020 – Parking in the Street – Continuing
- Lot 078 – Missing a tree in the front yard – Continuing

A motion to issue to issue a fine for the non-compliance issue of missing a tree in the front yard of lot 78 was made, seconded, and passed with a unanimous vote.

- Lot 096 – Solar Panels – Corrected

A motion to remove \$107.36 of the fines that have been issued to lot 96 was made, seconded, and passed with a unanimous vote.

- Lot 149 – Missing a tree in the front yard – Tree has been planted, close violation.
- Lot 164 – Parking in the Street – Continuing. The violation will be monitored to better identify the vehicle that belong to this address. After investigation, a letter will be sent.
- Lot 158 – Broken Blinds

A motion to issue a fine to lot 158 for the broken blinds was made, seconded, and passed with a unanimous vote.

Correspondence/Telephone

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- Lot 109 – Reconsideration for Fines Issued. The Homeowner submitted a statement to the Board.
- The Board was provided with a current account history.
- Vehicles associated with this property continue to park in the street.
- Management was directed to remind the homeowner of the parking requirement and to remind the Homeowner the meeting date is posted on the web-site along with a posted sign at each entrance.

A motion to not accept the request for reconsideration was made, seconded, and passed with a unanimous vote.

Approval of Minutes

A motion to approve the May 24, 2018 minutes with several corrections was made, seconded and passed with a unanimous vote.

A motion to adopt the April 3, 2018 and June 5, 2018 ACC minutes as presented was made, seconded and passed with a unanimous vote.

Financial Report

- The April 2018, May 2018 and June 2018 financials were provided to the Board for review.
- As of June 30, 2018 Operating funds total \$53,347.34.
- The total amount for all Reserve funds total \$54,189.01.
- Delinquencies were discussed.
- Management was requested to email a current delinquency report.

The April 2018, May 2018 and June 2018 financials were accepted as presented.

Officer, Committee and Management Reports

Officers Report

- The Board remains concerned with charges for Delinquency notices which are fees associated on the Exhibit A from Associa Arizona.
- Management explained these fees have been reduced for Casas Adobes Terrace. All charges are added to the Homeowners account.
- Additional concerns include the transfer packet, Stongroom and Town Sq.
- A meeting will be scheduled with the Board and Associa Arizona to discuss outstanding issues.
- Management was requested to provide the Board with a copy of the 3 Delinquency notices that are sent to Homeowners. Management was also requested to provide the amount of outstanding Handling Charges that have not been paid.

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ACC

- Minutes were provided.

Landscape

- Complete Landscaping is doing an adequate job. A new supervisor has been assigned to the association.

Website

- No report was given

Associa

- A management report was provide to the Board which documented all management activities since the previous meeting.
- There were no questions or corrections.

Old Business

Lot to Lot Drainage Channel Erosion

- This item was addressed at the previous meeting. Will be removed from the next agenda.

Transfer/Disclosure Packet

- Several concerns have been voiced in regards to the current structure of the disclosure packet.
- The Governing Documents section has all important association included. With all the resolutions and policies contained in the governing documents, it may be hard for new Homeowners to adequately navigate through the paperwork.
- Management and the Board will continue to work on this item. The Board tabled this item for further discussion.

CC&R Violation Letter/Policy Discussion

- This item was tabled for a working session.

New Business

Trash Contract Up For Renewal October 1st

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- The current contract with Waste Management will expire October 1, 2018
- Management has been in contact with Julie Fanning with Waste Management to discuss the terms of a new potential contract.
- Once a proposed contract has been received, it will be given to the Board for review. Members of the Board would like to meet to with Waste Management prior to anything being signed.

County Transportation

- The roads throughout the association are scheduled to be resealed in September 2018.
- The county has removed a stop sign at the corner of Camino Ivanna and Calle Lucinda.
- The Board has made requests to have several intersections in the association designated as a four-way stop.
- Many complaint of speeding vehicles have been brought to the attention of the association. The installation of speed bumps will require 60% of property owners in the traffic input area must show an interest to have speed bumps installed. The association will be responsible to pay for the installation.

Payment Times in Strongroom

- Concerns remain with the invoice processing in Strongroom.
- Management confirmed the standard processing time is 7 to 10 business days, from receiving the invoice to issuing the payment.
- The Bylaws of Casas Adobes Terrace required 2 signatures on each check which does not meet the requirement of setting the utilities on auto payment.
- Management will monitor all invoices to ensure the processing time continues to meet the standard.
- The Board and Management will research additional payment options for quicker payment options.

Next Regular Meeting – Thursday Septmeber 27, 2018

With no further business to disucss, a motion to close the meeting at 8:10 was made, seconded and passed with a unamious vote.

Respectfully submitted by

Heather Donlan, CMCA, AMS

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For Casas Adobes Terrace HOA