

Casas Adobes Terrace Homeowners Association
Board of Directors Meeting Minutes
Christ the King Church – Downstairs – 2800 W Ina Road
May 24, 2018
As approved on July 26, 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 6:40 p.m.

Homeowner Forum

- There were no Homeowners present.

CC&R Compliance

Hearings

- Lot 11 – The Homeowner from lot 11 was present to request reconsideration for fines issued for an unapproved modification. A submittal has been received and review by the ACC. The modification was approved. The Board also granted the Homeowner until the end of June to replace a removed dead tree.

A motion to remove the fine issued to lot 11 was made, seconded, and passed with a unanimous vote.

- Lot 145 – The Homeowner submitted a request to reconsider a fine issued to the account for tree encroaching the street. Management confirmed the tree has been trimmed back

A motion to remove the fine issued to lot 145 was made, seconded, and passed with a unanimous vote.

- Lot 96 – The Homeowner recently submitted an ACC form to install solar panel. Prior to review and approval from the ACC, the project was completed. The next meeting of the ACC is scheduled for June 5, 2018 where this request will be reviewed.

A motion to issue the Homeowner of lot 96 a fine in the amount of \$200 for completing the project prior to receiving approval was made, seconded, and passed with a unanimous vote.

- Management was directed to invite the Homeowner to the next ACC meeting.

Follow-Ups

- Lot 119 – The Homeowner was previously invited to the Board meeting but did not attend. Fines have been issued for occurrences of parking in the street. On the past several inspections, parking in the street has not been noted.

- Lot 117 - The Homeowner was previously invited to the Board meeting to discuss several occurrences of parking in the street.

Correspondence/Telephone

- No additional correspondence was received for Board review and discussion.

Approval of Minutes

A motion to ratify the AIL approval of the February 1, 2018 minutes was made, seconded and passed with a unanimous vote.

A motion to ratify the AIL adoption of the January 2, 2018 and February 13, 2018 ACC minutes was made, seconded and passed with a unanimous vote.

A motion to adopt the March 6, 2018 ACC minutes as presented was made, seconded and passed with a unanimous vote.

Financial Report

- The January 2018, February 2018, March 2018 financials were previously provided to the Board for review.
- The April 2018 year to date financials were included for Board review and discussion.
- As of April 30, 2018 operating funds totaled \$44,975.60 and reserve funds totaled \$54,156.47.
- Delinquencies were discussed.

The January 2018, February 2018, March 2018 and April 2018 financials were accepted as presented.

Officer, Committee and Management Reports

Officers Reports

- No Report

ACC

- The ACC cancelled their meeting scheduled for May due to no new business.
- 3 Final Approvals were issued in April.
- The next meeting is scheduled for June 5, 2018.

Landscape

- Drip Doctors recently replaced about 200 feet of irrigation going to the planter boxes.
- Improvements have been identified in the work performance from Complete Landscaping.
- The Board decided it was not in the best interest of the HOA to eliminate the TEP meter that runs the irrigation and switch to battery operated timers.

Website

- The web site continues to be a lot of work to maintain and keep information up to date.
- Volunteers are needed to help maintain the web-site.

Associa Arizona Management Report

- The Board was provided with a current management report which documented the management activities since the last meeting.

Old Business

Lot to Lot Drainage

- Issues remain with drainage on certain lots.
- The Board will consider issuing violation notices to lots who have drainage issues during the pre-sale disclosure.

Transfer/Disclosure Packet Review-

- The latest version of the disclosure packet has been reviewed.
- All documents disclosed to new Homeowners are current.
- Management is currently working to get several bookmark heading renamed.

CC&R Violation Letter/Policy Discussion

- The Board will work to schedule a working session to discuss this item.

New Business

Consider Manager only Strongroom approval for Utility Bills

- To improve the length of time to pay utility bills, Associa is suggesting bypassing the Board approval for utility bills only.
- The Board discussed concerns with a previous Metro Water invoice that was entered into Strongroom 3 weeks after being date stamped.
- The Board determined at this time to not allow utility bills to bypass the Board approval.

July 1st Billing Statements with Call for Directors and News Items

- The next billing statement will be mailed to all Homeowner around June 15th.
- The statements are created by a Rich Baumann with a cost savings of \$500.
- Board members were asked to create any relevant community updates or reminders to be included.

Next Meeting

- July 26, 2018 - Christ the King Church -2800 W. Ina Road beginning at 6:30 pm

Once Around the Table

- No Discussion

Adjournment

With no further business to discuss a motion to adjourn the meeting at 8:30 p.m. was made, seconded and passed unanimously.