

# Casas Adobes Terrace Homeowners Association

## Board of Directors Meeting Minutes

Christ the King Church – Upstairs – 2800 W Ina Road

September 23, 2020

As Approved by AIL on November 3, 2020.

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

**Absent:** All Present

**Homeowners Present:** 102, 66, 67, 49, 89, 151 and 124

### Call to Order/Adoption of Agenda

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

### Homeowner Forum

- A Homeowner requested the financials be posted to the web site each month after approval. Due to the fact the web-site is public the Board determined that once approved, it will consider posting the monthly financials on Town Sq.
- Homeowner Kristine Welter volunteered to create a Welcoming Committee and withdrew her application for the Board. This item will be added to the next agenda for further discussion. She also questioned why her lot doesn't qualify for a 1 tree variance and was told because its size and shape is consistent with the other lots that can support two trees.

### CC&R Compliance

- The Homeowner representing lot 67 was present to discuss a fine that was issued for parking in the street. The Homeowner stated the license plate contained in the notice was invalid as the vehicle was sold previous to the date of the violation.

***A motion to remove the fine issued to lot 67 for this occurrence was made, seconded, and passed with a unanimous vote.***

### Approval of Meeting Minutes

***A motion to approve the July 23, 2020 meeting minutes as presented was made, seconded and passed with a unanimous vote.***

***A motion to adopt the July 7, 2020 and August 4, 2020 ACC approved meeting minutes was made, seconded, and passed with a unanimous vote.***

### Financial Report

- The Board was provided with the August 2020 financials for review.
- The Board requested an additional review of a few general ledger items to ensure the amounts are correctly accounted for.
- The Board was presented with a drafted 2021 budget for review and approval. No increase to the assessment has been needed for the past 11 years. No contract changes will be made to the landscape maintenance. The amount budgeted for landscaping contract will be \$800 per month.

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*A motion to transfer \$5,000 from the Operating account to the Reserve account to complete the annual reserve contribution was made, seconded, and passed with a unanimous vote.*

*A motion to approve the proposed 2021 budget as presented was made, seconded, and passed with a unanimous vote.*

### Officer, Committee and Management Reports

#### Officers Report

No report was given

#### ACC

- Minutes from the July 7, 2020 and August 4, 2020 were adopted.
- Mark Hamilton has volunteered to serve on the committee.
- Members of the committee continue to meet with Homeowners to discuss specifics of each modification to ensure all projects meet the Architectural Standards requirements.

#### Landscape

- No increase to the current contract with Complete Landscaping is expected in 2021.

#### Website

- The web-site continues to be updated monthly.
- Additional announcements have been posted on Town Sq to remind Homeowners of Waste Management holidays that will affect trash collection for example.

#### Associa Arizona

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

### Old Business

#### Update from Neighborhood Watch

- At the request of the Board, members of the Neighborhood Watch have been researching the possibility of installing trail cameras that can be posted at each entrance to document vehicles coming and going. The video could be viewed if any theft was noted in the association. If the cameras were installed, a protocol would need to be created. After the review, it was determined the cameras would be very expensive and the video/pictures would not be a feasible tool to provide to law enforcement.
- Several Homeowners have requested additional waste stations comparable to the current one located in the park be placed at each entrance. Volunteers will help replenish the bags.

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### New Business

#### Accept Board Applications

There will be 4 open positions to be filled, through the upcoming Election of Directors. No new applications were handed in at this meeting, except one that was withdrawn as mentioned above.

***A motion to ratify the resignation of Frank Galvez from the Board of Directors was made, seconded, and passed with a unanimous vote.***

***A motion to ratify the Board of Directors appointment of Howard Buehler to fill a vacant position expiring at AM 2021 was made, seconded, and passed with a unanimous vote.***

#### Potential Change In Collection And General Attorney/Law Firm

- Jason Smith has left Carpenter Hazelwood and partnered with a new firm.
- Proposals were provided by Carpenter Hazelwood and Goodman Holmgren Smith

***A motion was made to retain services from Goodman Holmgren Smith for collection matters and general legal counsel pending a reiew of the current fee list was made, seconded, and passed with a unaimous vote.***

#### Approve CPA Larry Recker Letter of Engagement for 2020

***A motion to approve the Letter of Engagement presented by Larry Recker to complete the 2020 tax return and financial compilation was made, seconded, and pased with a unaimous vote.***

Next Meeting – Annual Meeting, October 21, 2020 and Board organizational officer appointment.

***With no further business to disucss, a motion to close the meeting at 8:25 was made, seconded and passed with a unaimous vote.***

Respectfully submitted by

Heather Donlan, CMCA, AMS

Community Director

For Casas Adobes Terrace HOA