

**Casas Adobes Terrace Homeowners Association  
Board of Directors Meeting Minutes  
Christ the King Church – Downstairs – 2800 W Ina Road  
September 28, 2017  
As approved on December 7, 2017**

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

**Absent:** Rand Mellor

**Homeowner Present:** Heather Stahle, John & Fonda Thompson, Steve Maracigan, Wilbur Beemer and Patti Adkins

**Call to Order/Adoption of Agenda**

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

Homeowner Forum

**CC&R Compliance**

Hearing

- Lot 175 – The homeowner was present to discuss previous fines issued to the account for a green light bulb and trash can. The homeowner requested the fines issued be reconsidered. The homeowner was issued many notices regarding the violation without a response. A recent inspection has confirmed the green light has been removed. The homeowner also requested all fines for a visible trash can be reconsidered.

**A motion to remove all fine issues to the account for the green light and a visible trash can with the exception of \$125, which the homeowner agreed to pay was made, seconded, and passed with a unanimous vote.**

Correspondence/Telephone

- Lot 51 – The homeowner submitted a request for reconsideration for late fees, late interest and handling charges applied to the account be reconsidered. The Board was provide with a current account history.

**A motion to waive the late fees and late interest, the handling charge can not be waived, was made, seconded, and passed with a unanimous vote.**

- Lot 63 – The homeowner submitted a request for reconsideration to waive fines issued to the account for a visible trash can. The Board was provided with a current account history.

**A motion to waive the fine issued for the visible trash can , which will be reapplied and additional fines issued if the violation reoccurs within the next 6 months, was made, seconded, and passed with a unanimous vote.**

- Lot 170 – The homeowner submitted a request for reconsideration to waive fines issued to the account for parking in the street. The Board was provided with a current account history.

**A motion to waive the fine issued for parking in the street, which will be reapplied and additional fines issued if the violation reoccurs within the next 6 months, was made, seconded, and passed with a unanimous vote.**

### **Approval of Minutes**

*A motion to approve the July 27, 2017 meeting minutes as amended was made, seconded and passed with a unanimous vote.*

*A motion to adopt the July 11, 2017 and August 1, 2017 ACC minutes as presented was made, seconded and passed with a unanimous vote.*

### **Financial Report**

- The August 2017 and September 2017 financials were provided for review.
- There were no questions or concerns.

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

**The August 2017 and September 2017 financials were accepted as presented.**

### 2018 Proposed Budget

- The Board was provided with a proposed 2018 budget.
- The proposed budget does not include an increase to assessments.
- Associa Arizona is requesting a 3% increase to the current management fee.
- This item was tabled for the December meeting.

### **Officer, Committee and Management Reports**

#### Officers Reports

- No Report

#### ACC

- No report given.

#### Landscape

- The Landscape Committee voiced concerns with the current company.
- Several items have not been addressed in several months.
- Complete Landscaping has proposed an increase to the current man hours each month which would increase the amount of the current contract.
- On several occasions the current crew has been arriving to the community later than the contracted time.
- A change of landscape companies may increase the current monthly amount.
- The Board has been trying schedule a meeting with the owner of the company.

#### Website

- No report given.

### Associa Arizona Management Report

- The Board was a current management report which documented the management activities since the last meeting.
- The Board was provided the 2018 Appendix A which shows an itemized breakdown of all periodic routine charges from Associa Arizona.
- Management was directed to provide the Board with a highlighted version showing the changes between 2017 and 2018.
- Management was directed to include a current Settlement Report in all Board packs.

### **Old Business**

#### Lot to Lot Drainage

- This item was tabled for additional review.

#### Transfer/Disclosure Packet Review- Updated version to be looked at

- This item was tabled for additional review.

#### CC&R Violation Letter/Policy Discussion

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

### **New Business**

#### Board Candidates for October 26, 2017 Election

- The Board has received 2 applications for Board volunteers, Wilbur Beemer and Fonda Thompson.
- The Annual Meeting mailing will be completed and mailed to all homeowners by October 6, 2017.

#### Holiday Trash Can Letters

- An increase to the amount of trash can left at the curb during holiday trash times has been identified.
- Letter has not been issued to homeowners who have the can out on Thursday's, when the trash collection has been pushed back one day.
- Violation letters were issued for trash can which remained at the curb on Saturday after Labor Day.
- Countless reminders of the Waste Management holiday scheduled have been issued to all homeowners.
- The Board determined to issue violation letters for trash can which are seen at the curb on Thanksgiving Day.

#### Next Meeting

- October 26, 2017 – Annual Meeting - 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 8:25 p.m. was made, seconded and passed unanimously.**