

**Casas Adobes Terrace Homeowners Association**  
**Board of Directors Meeting Minutes**  
**Christ the King Church – Library – 2800 Ina Road**  
**September 29, 2015**  
As Approved on December 8, 2015

**Present:** Rich Baumann, Howard Buehler and Peggy Ober. Also present was Heather Donlan representing Associa Arizona.

**Absent/Excused:** Wilber Beemer

**Call to Order/Adoption of Agenda**

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

**Homeowner Forum**

- The residents at Lot 117 attended the meeting to discuss the ongoing parking violations. The Board explained the parking rules. The residents were requested to utilize the garage and driveway as much as possible especially for long-term and regular guests.  
**A motion to waive the parking fines based on the agreement and understanding about parking with the understanding the fines will be reinstated if parking violations begin again was made, seconded and passed with a unanimous vote.**

**CC&R Compliance**

Hearing

- No Discussion

Final Non-Compliance Notice

- Lot 038 – Tree suckers
- Lot 043 – Weeds
- Lot 080 – Trailer in driveway/street and vehicle in street with/without trailer
- Lot 084 – Weeds
- Lot 159 – Parking
- Lot 173 – Paint side of home
- Lot 176 – Parking
- Lot 179 – Parking

**The Board discussed the current fine policy and Ms. Donlan being given the authority to fine Homeowners that do not request a hearing within seven days from notice. The Board will use the fine report to track final non-compliances.**

### Follow-Up

- Lot 001 – Parking – Fines Issued – Last noted on 06/15/15 – Manager Closed
- Lot 026 – Unapproved River Rock – Close
- Lot 026 – Excessive Flower Pots – Closed per manager ride on 08/12/15
- Lot 078 – Missing roof tiles, paint fascia, air conditioner in window – Fines issued and continuing
- Lot 106 – Parking – Fine Issued – Last noted 06/22/15 - Close
- Lot 111 – Parking – Fine Issued – Last noted 06/09/15 - Close
- Lot 117 – Parking – Fines Issued, Close per Homeowner Forum
- Lot 122 – Tree Suckers – Fines Issued – Warned about self-help and realtor advised – Fixed 09/23/15 - Close
- Lot 150 – Paint Garage Door – Fine Issued – Manager closed on 09/17/15
- Lot 158 – Parking – Fines Issued – Last noted 06/05/15 – Manager Closed
- Lot 180 – Parking, No fine issued – Last seen 09/08/15 (warned fine on next occurrence)

### Correspondence/Telephone

- Lot 082 – Request for Reconsideration  
**A motion to waive the fines with the condition there are no further violations was made, seconded and passed with a unanimous vote.**
- Lot 122 – Request for Reconsideration  
**A motion to waive the fines if the property is maintained until it sells was made, seconded and passed with a unanimous vote.**

### **Approval of Minutes**

**A motion to approve the August 6, 2015 Board Meeting minutes, as amended was made, seconded and passed with a unanimous vote.**

**A motion to adopt the July 7, 2015 and August 11, 2015 approved ACC Meeting minutes was made, seconded and passed with a unanimous vote.**

### **Financial Report**

- The July 31, 2015 and August 31, 2015 financials were provided for review.
- Delinquencies were discussed.
- The Brown Law Group report was provided for review.

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

#### Officers Reports

- No Report

### ACC

- The approval letter sent to the Homeowner at Lot 101 did not include the stipulation to paint the conduit and boxes. This stipulation was provided in a later communication. A violation notice will be issued to the Homeowner.
- Lot 100 had an approved application for solar that they let expire. The Homeowner is following the design that was approved. The Homeowner will be reminded to paint the boxes and cable.

- The Committee approved an exterior paint project where the Homeowner was using a lighter color for the trim. The Homeowner was notified they would need to switch the colors or submit a new request.
- The Committee will review the current standards for exterior painting projects.
- The Design Guidelines will be amended to include standards for painting the garage door.
- The Board discussed two Homeowners that painted their garage doors the same color as the trim.
- The Board discussed having the Committee consider allowing Homeowners to paint their home with colors from the approved list without having to submit.

#### Landscape

- Chula Vista is doing a great job.

#### Website

- The Board is pleased with the website.

#### Associa Arizona Management Report

- A written report was included in the Board packet.

#### **Old Business**

##### Insurance Bids – Status Report

- No Discussion

##### CD Funds Reinvest

- No Discussion

##### Transfer/Disclosure Packet & CD

- No Discussion

#### **New Business**

##### Approve 2016 Operating Budget

- The draft 2016 Operating Budget was provided for review.
- The Annual Meeting line item will be reduced to \$200.00.  
**A motion to approve the 2016 Operating Budget as amended was made, seconded and passed with a unanimous vote.**

##### Decide Potential Transfer to Reserve Fund for 2015

- The Board discussed transferring \$5,000.00 from the Operating Account to the Reserve Account.  
**A motion to transfer \$5,000.00 from the Operating Account to the Reserve Account was made, seconded and passed with a unanimous vote.**

##### Annual Meeting

- The Annual Meeting is scheduled for October 29, 2015.
- The Board reviewed the information that will be mailed to all Homeowners.
- There are two positions open for the election.

As Brought Forth

- No Discussion

Next Meetings

- October 29, 2015 – Annual Meeting/Board Meeting
- December 8, 2015 – Board Meeting

**Once Around the Table**

- No Discussion

**Adjournment**

**With no further business to discuss a motion to adjourn the meeting at 8:32 p.m. was made, seconded and passed unanimously.**