

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Downstairs – 2800 W Ina Road

July 25, 2024 - draft

Present: Amelia Cruz, Fonda Thompson, and Howard Buehler. Also present was Community Manager, Corena Selwitschka, representing Associa Arizona.

Absent: All Present

Homeowners: Lot 42, Lot 49, Lot 55, Lot 95, Lot 151, Lot 152, Lot 159

Call to Order/Adoption of Agenda

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

Homeowner Forum

- * Does the Board intend to collaborate with the Neighborhood Watch for a fall clean up of the Open Space owned by CATHOA that abuts Lots 94, 95, 96 and 119? **Due to liability issues for the HOA, the Board declined sponsoring the event, but encouraged the Neighborhood Watch to proceed, if they so choose.**
- * Has the Board contacted Anchor Wave Digital Marketing about the Association website? **Yes.**

CC&R Compliance (by Lot #)

a. Hearing(s)

1. **Lot 152 – Present** - The Homeowner was present to request reconsideration of remaining fines for the solar project in which the panels were not placed in compliance with the Association’s design guidelines. Board originally approved initial partial waiver of fines, but homeowner was insistent that she is unable to afford to pay the fine due to health-related circumstances. **A motion was made by Howard Buehler and seconded by Amelia Cruz to remove the remaining fines on the homeowner’s account. The motion was approved with a unanimous vote.**
2. **Lot 159 – Present** – The Homeowner was present to request reconsideration of fines issued for unapproved solar project. Homeowner claimed compliance was due to communication issues. **A motion was made by Howard Buehler and seconded by Amelia Cruz to remove all fines issued. The motion was approved with a unanimous vote.**
3. **Lots 109, 111, 132, 140, and 178 were not present and no determination was made by the Board.**

b. Correspondence

- Since the date of the last meeting, management received correspondence from Lots 7, 9, 19, 26, 29, 45, 49, 55,56, 58, 91, 100, 118, 121, 123, 132, 150, 152, 154, 159, 163, 165, 166, and 169. A brief description of each call/email from the noted lots was provided on the agenda for the Board’s reference.

Approval of Meeting Minutes

a. Review and approve May 23, 2024 Board meeting minutes

- The May 23, 2024 Board meeting minutes were provided to the Board for review and approval. **A motion to approve the May 23, 2024 Board meeting minutes as submitted was made by Howard Buehler, seconded by Amelia Cruz and passed with a unanimous vote.**

b. Adoption of May 7, 2024 and June 4, 2024 ACC approved minutes

- A copy of the May 7, 2024 and June 4, 2024 approved ACC minutes were provided to the Board for review. **A motion to adopt the noted ACC meeting minutes as submitted was made by Howard Buehler, seconded by Amelia Cruz and unanimously approved.**

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Financials

- a. **Review May 2024 and June 2024 Financials**
 - The Board was provided with the May 2024 and June 2024 financials.
A motion to approve the May 2024 and June 2024 financials as submitted was made by Howard Buehler, seconded by Amelia Cruz and passed with a unanimous vote.
- b. **Delinquencies/Collections** - discussed in closed session following the open meeting.

Officers, Committee, and Management Reports

Officers/Board Member Report

- No report provided.

ACC

- The meeting minutes from the May and June meetings were adopted.
- Homeowners were reminded that an ACC application is required for roof repairs.

Landscape

- The leaks in the park have been repaired and the sprinkler heads are being replaced as needed.
- The large tree in the park was damaged during the recent storms and had to be removed.
- The entry planters were inspected; the North side of Lucinda irrigation was not renovated, and the plantings are suffering.
- Park continues to be the primary focus for the landscaping crew at this time.

Website

- Martha Li continues to make the necessary updates to the website.
- The Board plans to meet with Anchor Wave Digital Marketing to discuss website options.

Management Report

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

Old Business

- a. Association Credit Card Policy
 - Board member Howard Buehler drafted a policy for Association credit card use. ***A motion to approve the policy as presented, with the knowledge it can be modified at any time, was made by Howard Buehler, seconded by Amelia Cruz and was approved with a unanimous vote.***
- b. Association Credit Card
 - ***A motion to submit application for Association credit card was made by Howard Buehler, seconded by Amelia Cruz, and was approved with a unanimous vote.***
- c. Park Conversion to Desertscape
 - Lot 42 homeowner provided slideshow presentation of wildlife and people enjoying the park in its current state. Advocated for keeping the park as is; a desertscape will detract from the functionality of the retention basin, which is what the park really is.
 - Conversion discussion to be tabled until topic brought forth again by board member, Fonda Thompson.

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New Business

a. 2025 Budget & 2025 Assessments

- Management and board member, Howard Buehler, provided a draft budget for 2025. Board discussed the possibility of raising dues by 5%. Board to review provided drafts. Tabled for next meeting.

b. Ballot Statement on Parking

- A detailed letter about the upcoming parking regulation vote and its impact on the community was included in the review packet. The Board would like this statement included in the annual mailing to inform homeowners before they vote on whether to allow the Association to continue regulating parking. ***A motion to include the statement with the annual mailing as presented was made, seconded and unanimously approved.***

Management Follow Up Items

- ◆ Inquire insurance company if comprehensive coverage available to reimburse for storm-related cost to remove tree.
- ◆ Monthly invoice payment report
- ◆ Inspection to be conducted next week. Note accounts with storm-related damage; send friendly reminder upon follow up, if needed. Look for roof repairs and 2 tree/2 bush requirement.
- ◆ Lots 94 & 95 have damaged chimney; no ACC application required for repair.

Next Board Meeting – Thursday, September 26, 2024 - 6:30 PM at Christ the King Church

Adjournment

- ***With no further business to discuss, a motion to adjourn the regular meeting to closed session at 7:50 p.m was made by Howard Buehler, seconded by Amelia Cruz, and passed with a unanimous vote.***