

# Casas Adobes Terrace Homeowners Association

## Board of Directors Meeting Minutes

Christ the King Church – Upstairs – 2800 W Ina Road

March 23, 2023 – As Approved on May 25, 2023

**Present:** Amelia Cruz and Howard Buehler. Also present was Community Director Corena Selwitschka representing Associa Arizona.

**Absent:** All Present

**Homeowners:** Lot 6, Lot 49, Lot 118, Lot 124, Lot 151, Lot 182

### Call to Order/Adoption of Agenda

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

### Homeowner Forum

- Homeowner observed that there seems to be more weeds than normal – *site inspections are still being conducted regularly and notices being sent.*
- Cars and tree debris encroaching sidewalks
- Trash pickup has been late past couple weeks
- Earth Day event on Saturday, April 22<sup>nd</sup> – food drive and trash pickup

### CC&R Compliance (by Lot #)

#### a. Hearing(s)

##### 1. Lot 182 was invited to attend Board meeting to discuss parking issues

- Homeowner acknowledged issue and presented an ARC request to the Board to widen the driveway (to resolve problem). Homeowner did inform the Board that if his company provides him with a company vehicle, that vehicle will be parked on the street as he will need to respond immediately to any calls received; equivalent of 1<sup>st</sup> responder. Board agreed to pause sending notices if ACC approves request.

#### b. Follow-up, etc.

##### 1. Lot 122 – Six month reconsideration of fines.

- Board agreed that if homeowner could maintain yard free of weeds and tree suckers for six months, a refund of a portion of the applied fines would be issued. ***A motion was made, seconded, and unanimously approved to refund homeowner \$150.00 of the fines accumulated for tree suckers.***

##### 2. Lot 152 – Refund of applied fine of \$200.00 for unapproved improvement

- There was a miscommunication between the homeowner and the vendor as to who would be submitted the ACC request for the installed solar panels. Vendor rectified issue and submitted ACC request on homeowner's behalf. Board agreed to remove fine once ACC Committee provides confirmation of final approval of project.

### Approval of Meeting Minutes

#### a. Review and approve January 26, 2023 Board meeting minutes.

- The January 26, 2023 Board meeting minutes were provided to the Board for review and approval. ***A motion to approve the January 26, 2023 Board meeting minutes as submitted was made, seconded, and passed with a unanimous vote.***

#### b. Adoption of January 3, 2023 and February 7, 2023 ACC approved minutes

- A copy of the January 3, 2023 and February 7, 2023 approved ACC minutes were provided to the Board for review. ***A motion was made, seconded and unanimously approved to adopt the January 3, 2023 and February 7, 2023 ACC minutes as submitted.***

### Financials

#### a. Review November 2022 and December 2022 Financials

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- The Board was provided with the January 2023 and February 2023 financials.  
*A motion to approve the January 2023 and February 2023 financials as submitted was made, seconded, and passed with a unanimous vote.*

### b. Delinquencies/Collections

- **TownSq** – Board reminded management to post 2023 approved budget and keep rolling 3 months of financials posted for homeowners' reference.
- **Outstanding Invoices** – Amelia to contact Heather and request current outstanding invoices be pulled and resubmitted with corrected ones; applied credit system confusing.

## Officers, Committee, and Management Reports

### Officers/Board Member Report

- There was no updated report given

### ACC

- The meeting minutes from January and February were adopted.

### Landscape

- Sprinklers are still on a 1 cycle/week until April. Still need an irrigation manager/volunteer – have a few options to consider.

### Website

- The Website continues to be updated regularly.
- Martha still in training; maybe two more sessions then Martha will take over until a professional can take over.
- Software is old and website needs updating.

### Management Report

- The Board was provided with a current management report which documented the management activity since the last meeting. There were no questions.

## Old Business

- a. **Board Candidates** - have some possibilities
- b. **Bulk Pickup – Confirmed April 27, 2023** – Management to post Waste Management bulk item pickup list on TownSq

## New Business

- a. **Abandoned ladder – detention basin**
  - An abandoned ladder was discovered in the detention basin, leaning against fence within HOA property; evidence of old parties – ladder removed and police report filed.
  - Would like to clear out basin, but no one will provide a bid for cleanup; management to do visual check for cactus during site inspections
- b. **Smith & Wamsley – Notice of Updated Collection Contract** – Board reviewed

**Next Board Meeting – Regular Board Meeting - Thursday, May 25, 2023 at 6:30 PM at Christ the King Church**

*With no further business to discuss, a motion to adjourn the meeting at 8:28 p.m was made, seconded, and passed with a unanimous vote.*

Respectfully submitted by Corena Selwitschka, Community Manager

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For Casas Adobes Terrace HOA