

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Downstairs – 2800 W Ina Road

March 28, 2024 – Approved

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

Absent: Fonda Thompson

Homeowners: Lot 49, Lot 55, Lot 124, Lot 151, Lot 152, Lot 169

Call to Order/Adoption of Agenda

The meeting was called to order at 6:36 p.m.

Homeowner Forum

- Homeowners present expressed concern about the condition of the park, as it is overgrown and the landscaping crew doesn't appear to be doing any work in this area.
 - * *Board explained the winter/summer schedule to the homeowners present and explained the landscaping crew is addressing the common areas as directed. Also noted the winter has been warmer and more rainy than normal, which also is a contributing factor. Board will consult with landscaping company about attending to the park earlier than planned.*

CC&R Compliance (by Lot #)

- a. **Hearing(s)** - None
- b. **Follow-up, etc.**
 1. **Lots 18, 105, 109, 111, and 159 each requested reconsideration of applied fines.**
 - As of the date of the meeting, a final approval had not been received from the ACC Committee so the Board was unable to take any action on requested waivers.
- c. **Correspondence**
 - Since the date of the last meeting, management received correspondence from Lots 17, 48, 50, 52, 138, 140, 159, 167. 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 January 25, 2024 Board meeting minutes**
 - The January 25, 2024 Board meeting minutes were provided to the Board for review and approval. ***A motion to approve the January 25, 2024 Board meeting minutes as submitted was made by Howard Buehler, seconded by Amelia Cruz and passed with a unanimous vote.***
- b. **Adoption of January 1, 2024 and February 6, 2024 ACC approved minutes**
 - A copy of the January 1, 2024 and February 6, 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.***

Financials

- a. **Review January 2024 and February 2024 Financials**
 - The Board was provided with the January 2024 and February 2024 financials. ***A motion to approve the January 2024 and February 2024 financials as submitted was made by Howard Buehler, seconded by Amelia Cruz and passed with a unanimous vote.***
 - ⤴ Management follow-up on \$400.00 entry for GL5030
 - **FCB CD Matures April 1, 2024**
 - ⤴ The Board approved rolling the FCB CD into the new 12-month FCB CD with a higher interest rate of 4.86% APY. Motion for this action was conducted via email and approved with a unanimous vote from all Board members.
- b. **Delinquencies/Collections** – discussed in closed session, following open meeting.

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Officers, Committee, and Management Reports

Officers/Board Member Report

- No report provided

ACC

- The meeting minutes from the January and February meetings were adopted.

Landscape

- An overview of the landscaping issues that were addressed since the last meeting was provided by Board member, Howard Buehler.
- Irrigation/sprinkler in the park has been repaired.
- Watering schedule will become more frequent over the course of the next few weeks.

Website

- Still being maintained by Martha
- No new developments for a new website were forthcoming.

Management Report

- The Board was provided with a current management report which documented the management activity since the last meeting. A quarterly settlement report will be provided to the Board at the next meeting.
- The Board requested manager to contact Waste Management and confirm the date of the bulk pickup so that homeowners can be notified.

Old Business

a. Association Credit Card

- Topic was tabled until all members of the Board are present for discussion and approval.

b. Park Conversion to Desertscape

- Topic was tabled, as no information was available for discussion.

New Business

a. Landscape Contract Renewal – AIL

- Board approved contract renewal with Complete Landscaping via email with unanimous approval from all members of the Board.

b. CATHOA & Neighborhood Watch Collaboration

- The Neighborhood Watch proposed a collaboration with the CATHOA Board to host a brush-clearing, tree-trimming event in the “Open Space” next fall. Collaboration needed for liability purposes, however, CATHOA does not maintain the liability coverage necessary for the proposed clean-up, as the area is very hazardous. Further discussion was tabled.

c. Signature Delegation

- Per the Association’s bylaws Article VIII, Section 8, A-E, the Board President “shall sign all Leases, mortgages, Deeds and other written instruments” unless otherwise delegated to a “manager, managing agent, or other”. ***A motion to delegate Howard Buehler as the Association’s official signer of documents/contracts on behalf of the HOA, including documents/contract already signed by Howard since the organization of offices in October 2023, was made by Howard Buehler, seconded by Amelia Cruz and unanimously approved.***

Next Board Meeting – Thursday, May 23, 2024 - 6:30 PM at Christ the King Church

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Once Around the Table

- Manager, Corena Selwitschka, informed the Board and those present that she will not be in attendance at the next meeting, but has arranged for Heather Donlan to cover the meeting on her behalf.
- New CATHOA signs to be purchased as the current ones are worn/damaged.

Adjournment

- *With no further business to discuss, a motion to adjourn the regular meeting and adjourn to closed session at 7:43 p.m was made by Howard Buehler, seconded by Amelia Cruz, and passed with a unanimous vote.*