

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Downstairs – 2800 W Ina Road

September 26, 2024

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

Absent: Howard Buehler

Homeowners: Lot 16, Lot 49, Lot 124, Lot 151, Lot 158, Lot 168, Lot 169

Call to Order/Adoption of Agenda

The meeting was called to order at 6:32 p.m.

Homeowner Forum

- * Is an ACC application required to install a flag? **Yes.**
- * A homeowner raised a concern about the perceived fairness in waiving fines for individuals who initially violate the rules compared to those who do not violate the rules. **The goal of the HOA's enforcement policy is not to punish homeowners, but to encourage compliance. All homeowners are treated fairly and decisions regarding fine waivers are carefully considered.**
- * Why was the topic of the desertscape at the park removed from the agenda? **Until a formative plan is provided, the topic has been tabled and will remain off the agenda.**
- * Did Associa follow-up on the Board's request for bill tracking? **Yes. Associa is now including a monthly check disbursement report in the packet for the Board's reference.**
- * Community entrances look awful; planters are dead/dying and in need of attention.
- * Will landscaping schedule be modified in accordance with the weather to prevent overwatering of the park? **The Board will consult the landscaping company to determine the best course of action in maintenance of the park and common areas.**

CC&R Compliance (by Lot #)

a. Hearing(s)

1. **Lot 158 – Present** - The Homeowner was present to request reconsideration of fine applied to account for the unauthorized playset installed in backyard. Project was initially approved, but then the application expired. Homeowner was in communication with someone who was no longer on the ACC Committee and therefore was not aware they were still in non-compliance. **A motion was made by Amelia Cruz and seconded by Fonda Thompson to remove the \$200.00 fine. The motion was approved with a unanimous vote.** Homeowner also received \$50.00 fine for unauthorized parking and requested fine be waived. **A motion to waive the \$50.00 fine, once a period of 6-months has passed with no parking violations was made by Amelia Cruz, seconded by Fonda Thompson and passed unanimously.** Homeowner was informed that if violation is repeated within the time-frame, the fine will remain in addition to another \$50.00 being applied to their account.
2. **Lot 111 and Lot 132** – An action in lieu will be made for the waiver request provided by the homeowner in writing, due to not being able to attend in person.
3. **Lots 96, 109, and 140 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 3, 21, 33, 36, 55, 56, 58, 64, 69, 78, 79, 96, 110, 111, 113, 123, 132, 149, 151, 153, 154, 159, 165, 169, 174, and 179. A brief description of each call/email from the noted lots was provided on the agenda for the Board's reference.

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Approval of Meeting Minutes

- a. **Review and approve July 25, 2024 Board meeting minutes**
 - The July 25, 2024 Board meeting minutes were provided to the Board for review and approval.
A motion to approve the July 25, 2024 Board meeting minutes as submitted was made by Amelia Cruz, seconded by Fonda Thompson and passed with a unanimous vote.

- b. **Adoption of July 2, 2024 and August 6, 2024 ACC approved minutes**
 - A copy of the July 2, 2024 and August 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 Amelia Cruz, seconded by Fonda Thompson and unanimously approved.***

Financials

- a. **Review July 2024 and August 2024 Financials**
 - The Board was provided with the July 2024 and August 2024 financials.
A motion to accept the July 2024 and August 2024 financials as submitted was made by Amelia Cruz, seconded by Fonda Thompson 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 July and August meetings were adopted.
- Committee continues to address applications received in a timely manner.

Landscape

- Howard's been diligent of the landscape maintenance.
- Aware that entryway planters need to be addressed, however, there is no timeframe for replacement of the dead/dying vegetation at this time.

Website

- Martha Li continues to make the necessary updates to the website.
- The Board was provided with references from Anchor Wave Digital Marketing for individuals who may be interested in the development and upkeep of the HOA website.

Management Report

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

Old Business

- a. 2025 Budget & Assessments: Tabled – will be an action-in-lieu item
- b. 2025 Exhibit A: Amelia expressed an interest in conducting a meeting with Associa to discuss the increase in charges

New Business

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- a. Board Candidates: Received board of directors application from Amelia Cruz. There were no other candidates/applications forthcoming.
- b. Corporate Transparency Act Filing: Tabled
- c. Updated Collection Policy AIL: Tabled

Management Follow Up Items

- ◆ Revise budget format for inclusion in annual mailing
- ◆ Follow up on payment of 2023 transfer fees that should have been reimbursed to Association for resales
- ◆ Provide Martha with the approved May and July meeting minutes to post on Association's website

Next Board Meeting – Annual - Thursday, October 24, 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 7:58 p.m was made by Amelia Cruz, seconded by Fonda Thompson and passed with a unanimous vote.*