

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Downstairs – 2800 W Ina Road

September 25, 2025

Present: Amelia Cruz, Howard Buehler, and Fonda Thompson. Also present was Senior Community Manager Salina Watson representing Associa Arizona.

Homeowners: Eight present.

Call to Order/Adoption of Agenda

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

Homeowner Forum

CC&R Compliance (by Lot #)

a. Hearing(s)

1. **Lot 17 – Reconsideration of fine:** House painted. *A motion was made by Howard Buehler to waive the fines as requested. Amelia Cruz seconded the motion and the motion passed unanimously.*
2. **Lot 22 – Late Fee waiver request:** Deferred.
3. **Lot 29 – Reconsideration of fine:** Homeowner was not present and no written request received. No decision was rendered and the issue was tabled.
4. **Lot 93 – Late Fee waiver request:** *A motion was made by Amelia Cruz to waive the fines as requested. Fonda Thompson seconded the motion and the motion passed unanimously.*

b. Follow-Up, etc.

1. **Lot 144 – Approved ACC project discrepancy:** Homeowner strongly disagrees with decision made on window facing her yard.
2. **Lot 172 – Payment processing concerns:** *A motion was made by Howard Buehler to waive the late fees as requested. Amelia Cruz seconded the motion and the motion passed unanimously.*

Approval of Meeting Minutes

a. Review and approve July 24, 2025 Board meeting minutes

- The July 24, 2025 Board meeting minutes were provided to the Board for review and approval. *A motion to approve the July 24, 2025 Board meeting minutes as submitted was made by Howard Buehler, seconded by Amelia Cruz and unanimously approved.*

b. Adoption of July 1, 2025 and August 5, 2025 ACC approved minutes

- A copy of the July 1, 2025 and August 5, 2025 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.*

Officers, Committee, and Management Reports

Officers/Board Member Report

ACC

Landscape

Website

Management Report

Casas Adobes Terrace Homeowners Association

Board of Directors Meeting Minutes

Christ the King Church – Downstairs – 2800 W Ina Road

September 25, 2025

Old Business

- a. Credit Card – Topic tabled.
- b. 2026 Draft Budget: *A motion was made by Howard Buehler to approve the Board created 2026 Budget. Amelia Cruz seconded the motion and the motion passed unanimously.*

New Business

- a. Ratification of new Management Contract – *A motion was made by Howard Buehler to ratify the approval of the new Management Contract. Amelia Cruz seconded the motion and the motion passed unanimously.*
- b. Dedicated Board & ACC email addresses

Financials

- a. **Review July 2025 and August 2025 Financials**
- b. **Delinquencies/Collections** - discussed in closed session following the open meeting.

Next Meeting – Annual - Thursday, October 23, 2025 - 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 7:47 p.m was made by Howard Buehler, seconded by Amelia Cruz and passed unanimously.*