

**Casa Real Homeowners' Association
Board of Directors Meeting Minutes
Tuesday, October 18, 2022 at 5:30 p.m.
East Side City Hall**

Present:

Board:		Staff:	
X	Diana Fennie , President	X	Susan Bacis , Pinehurst Manager
X	Judy Skog , Vice President		
X	Pamela Correll , Treasurer		
X	June Holmes , Secretary		Independent Contractor
X	Tyler Ford , Member at Large	X	Joan Groom , Meeting Minutes

Owners:	
Jerrold Borchardt, Lot 12	Dennis Richards, Lot 89

I. Call to Order

A quorum was established and the meeting was called to order by Diana Fennie at 5:30 p.m.

II. Meeting Format/Rules

Diana explained that the meeting format is for homeowners to comment after there has been a motion and a second to the motion. The only other time homeowners can speak is during the Homeowner Q&A at the end of the meeting. This is to ensure that the Board has enough time to address all of the agenda items. She will start on the left and go around the room for owner comments.

III. Approval of September 20, 2022 Minutes

A motion was made and seconded (Correll/Holmes) to approve the September 20, 2022 Board Meeting Minutes as presented. Motion passed.

III. Board of Director Reports

President's Report – Diana Fennie

- We did get the landscape contract with Sonoran Shade Tree executed and Diana added the landscape calendar onto the CR calendar on the website. There will be a schedule of day and street where he will be working.
- We agreed on a new process for signing contracts on behalf of CR. There will be two signatures, Diana as President and Carol Keyser of Pinehurst. Those will be the only two authorized signatures for any contract or agreement with a vendor. Diana will never sign a contract without the approval of the Board.
- We agreed to put wooden handrail up on Collette pool because of the liability issue. Tyler reported it will be done within the next couple of weeks for around \$950.
- Dennis reported Collette pool light was working.
- We are preparing for the budget meeting next week.

Treasurer's Report – Pamela Correll

▪ Financials as of September, 2022		
➤ Operating Account	\$ 42,272.50	
➤ Reserve Account – Alliance	\$ 31,122.41	
➤ Reserve Account – Pacific Premiere	\$ 62,738.07	
➤ CD – CIT (11/28/22)	\$ 17,519.92	
➤ CD – CIT (04/19/23)	\$ 17,895.34	
➤ Total Reserve Assets	\$129,275.74	
➤ Total Assets	\$171,548.24	
➤ Total September Income	\$ 16,702.31	
		\$ 22.69 negative variance
➤ Total September Expense	\$ 4,841.45	
		\$1,985.61 positive variance
➤ Net Income	\$ 11,860.86	
		\$1,962.92 positive variance

Diana asked about the landscape perimeter cleanup and tree trimming deducted from the Reserve Account. Board determined they should be moved out of Reserve Account and into landscape maintenance in Operating Account.

Diana mentioned we currently have an aging deficit of \$832 when the \$2804 owed by one person is deducted from the previous amount of \$4,173.

IV. Committee Reports

- Landscaping (Pam Correll)
 - Francisco started a week ago on Hawthorne and has done half of Hawthorne and half of Rosewood. He will be moving around to get caught up, and come back to complete the entire street. Pam is giving him some room to adjust, but will let him know we notice what doesn't get done.
 - Diana wants to know specifically what he will be doing, and to finish up Hawthorne and Rosewood next. She asked Pam to email him for an updated schedule. We need to know what he is doing based on the directions we have given him.
 - Diana remarked that the "do not trim" list was an issue. We need to send another email telling owners to submit to Susan a list of plants and trees they do not want trimmed. There was the assumption the Board knew about some "do not trim" instructions we were not aware of. Board has jurisdiction over common areas.
- Pools (Diana Fennie)
 - Pam suggested a sign on the Hawthorne pool that it is not heated. Board agreed.

- Architecture
None

V. Old Business

- Special Budget Planning Meeting
 - Date – October 25, 11 AM at East Side City Hall.

VI. New Business

- Insurance Coverage
 - Current coverage - \$32,232; Renewal 1 - \$34,953; Renewal 2 – 32,113
 - Diana explained board is required to have insurance based on our HOA CC&Rs. There is additional coverage that can be added in. Diana thought coverage was bare wall. But at some point it changed to cover builder grade for everyone, which could mean some owners have been overpaying for several years.
 - We can decide as a Board if we want to keep the builder grade inside the units and homeowner pick up upgrades with supplemental insurance. Or we could go back to bare walls and save about \$2,800. After Board discussion, the following motion was made:

A motion was made and seconded (Holmes/Skog) to stay with current builders' grade insurance policy. After Board discussion, comments were open to the floor. Motion passed.

- Susan will send community email explaining insurance and what kind of policies they need to have in place.
- Homeless Encampments
 - Diana mentioned the need to set realistic expectations regarding the roles of Pinehurst and the Board in addressing the homeless encampments. That's why she instructed email to be sent out. It's a group effort. We need to utilize the resources we have to help control it. People should call police if they feel threatened. Cleanup is a large part of it. By the end of the month, the City of Tucson will have a different reporting process for public properties, which we are not.
 - Susan reported meeting with Pat at East Side City Hall on Friday. He wants to get in touch with the person overseeing it all to get a sense of how the process will function and how we, as an HOA, can be part of the protocol. She did follow the original process of getting one tent cleaned up and received response they would clean it up, but hasn't heard further. She will suggest meeting them to show them the location.
 - Susan has received a couple of bids for security. Tyler shared his experience of security eliminating homeless people from camping around his office. The bids were discussed, with the emphasis being on the need for security personnel to walk down into the areas where there have been encampments, something they seem unwilling to do unless armed, which

the Board does not want. Susan will get clarification on exactly what security companies would do.

- Maybe we should re-allocate resources at budget meeting for preventative measures.
- Jerry suggested distributing an article from the AZ Daily Star which explained the overall homeless situation in Tucson to educate owners and reduce pressure on the Board.

▪ **Pest Control**

- Horn Pest Rodent Service – \$3,515 annual; Animal Experts – \$3,395; Veterans Pest Control – \$125 first visit, \$75 monthly
- There was a discussion on where the packrats are and if those areas should be treated. Issue arose because homeowner thought HOA should be overall responsible for rodent control.

A motion was made and seconded (Fennie/Skog) that HOA is only responsible for treating pests and rodents in the pool area. After Board discussion, comments were open to the floor. Motion passed.

A motion was made and seconded (Fennie/Skog) to approve Veterans Pest Control bid for pest control. After Board discussion, comments were open to the floor. Motion passed.

▪ **Neighborhood Holiday Gathering**

- Several homeowners have asked about a holiday gathering. Because of liability, it should not be organized by the HOA. Susan can send an email asking if anyone is interested in organizing a holiday event as an individual homeowner, not as an event sponsored by the Board. She will reach out to new member who brought topic up and ask if she wants to organize something.

VII. Homeowner Q&A

None

VIII. Future Meetings

- Tuesday, November 15, 2022 Meeting at 5:30 PM

IX. Adjournment

- **There being no further items of business, meeting was adjourned at 7:00 p.m.**

Casa Real Board Members

	Term Ends	Phone	Cell	Email
Diana Fennie , President	2024			
Judy Skog , Vice President	2023			
June Holmes , Secretary	2024			

Casa Real Homeowners' Association Board Meeting Minutes

Tuesday, October 18, 2022

Page 5 of 5

Pamela Correll , Treasurer	2024			
Tyler Ford , Director	2025			
Susan Bacis , Pinehurst Properties		298-2146		Susan@pinehurstproperties.net