

**DRAFT**

**Casa Real Homeowners' Association  
Board of Directors Meeting Minutes  
Tuesday, December 20, 2022 at 5:30 p.m.  
East Side City Hall**

***Present:***

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

<b>Owners:</b>	
Jerrold Borchardt, Lot 112	Dennis Richards, Lot 89
Jody Mueller, Lot 144	

**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 November 15, 2022 Minutes**

**A motion was made and seconded (Holmes/Skog) to approve the November 15, 2022 Board Meeting Minutes as presented. Motion passed.**

**III. Board of Director Reports**

**President's Report – Diana Fennie**

- Diana reported since things are settling down and running smoother, there is not a lot on her list to report.
- We got bids for trimming the common areas.
- The pine tree was removed and we have bids to repair the wall.
- Susan, Pam and Judy walked the sidewalks and marked in orange the areas that need attention. There is one bid so far.
- The drone was purchased and has arrived. We need to figure out who will operate it.
- Veterans Pest Control treated both of the pool areas.

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- We received a report today there is a new homeless encampment and Pam reported a previous one is growing again. Susan will report to the city.

#### **Treasurer's Report – Pamela Correll**

- Financials as of November, 2022
  - Operating Account \$ 24,736.84
  - Reserve Account – Alliance \$ 44,856.23
  - Reserve Account – Pacific Premiere \$ 70,532.78
  - CD – CIT (expired, will buy a new one for better rate) \$ 17,546.44
  - CD – CIT (04/19/23) \$ 17,922.42
  - Total Reserve Assets \$150,857.87
  - **Total Assets \$175,594.71**
  
  - Total October Income \$16,008.59  
\$ 716.41 negative variance
  - Total October Expense \$ 8,970.55  
\$1,598.49 negative variance
  - Net Income \$ 7,038.04  
\$2,314.90 negative variance
  
  - Aging account total is \$3,850, but \$2,207 of that is with the attorney. One new homeowner was not aware of dues payments and five people are within the 90 days.

#### **IV. Committee Reports**

- Landscaping (Pam Correll)
  - Landscaper assessment – report
    - Pam thinks the landscapers are doing a great job. They address all her concerns and Francisco always responds to her messages.
    - There was a short discussion on the "no trim list."
    - Susan observed the landscapers hanging around and questioned the man hours they were to be working. Francisco responded he had not given man hours but the team will complete all tasks. Pam doesn't have a concern there are not man hours specified since his quote was per job. But she was not aware they were supposed to pull tree shoots out.
  - January schedule
    - Susan will ask Francisco for January schedule.
  - Quote for trimming back alleys
    - Susan wants to walk area with Top Notch to be sure they are on the same page as she is concerned he isn't aware of everything that needs to be done.
    - We need to be sure no trees or shrubs are encroaching on homeowners' properties. Pam mentioned getting the alleys done along Rosewood before the painting begins.
  - Pine tree removal (wall)
    - Diana mentioned in her report the pine tree had been removed. There was a discussion on what needs to be done to repair the wall. Board will consider the three bids received.

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- Pools/Tennis Court (Diana Fennie)
  - The gate was repaired.
- Architecture  
None

## **V. Old Business**

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- Security - Drone
  - See President's Report above.
- Weed Killer Options

### **A motion was made and seconded (Correll/Holmes) to allow Francisco to use Avenger as weed killer.**

- There was a discussion on whether to approve the Avenger weed killer Francisco prefers or to insist that he use the Diquat that was suggested to Susan. Judy would like landscaper to report every area of weeds he sprays each week. Susan will contact Mike Henneke and other landscapers regarding the efficacy of Diquat vs Avenger for eliminating weeds.

### **Motion tabled until there is more research regarding Diquat.**

## **VI. New Business**

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- Sidewalk Repair
  - Susan is having trouble getting a quote from Concrete Coring.
  - There was a discussion on whether the homeowner could have her sidewalk repaired and then be reimbursed by the city, and which sidewalks need to be repaired first. The decision was delayed until it is determined which locations are the priority. Susan and Pam will re-walk the area.
  - There was a discussion regarding renting a machine to grind the cement down and having Gregg do it. Tyler will check on renting machine.
- Annual Meeting Preparation
  - Diana reviewed the purpose of the annual meeting – to review the year and elect officers. There will be one open seat (Judy's). She will rerun for Board.
  - Election will be via Election Buddy. There will not be an organizational meeting immediately following the election because the President's seat is not up for re-election. Officer positions will be determined at the February meeting. Susan will print out a ballot if someone needs one.
  - Diana will send a draft agenda and would like all Board members to participate.
  - Susan will send postcards regarding election tomorrow and everything else will be electronic. Nominations will be due by December 28<sup>th</sup>.

## **VII. Homeowner Q&A**

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- Jody is on the "no trim" list.
- Jerry expressed concern about dog poop in the community.
- Dennis asked what temperature the Colette pool is set at. No one knew. Susan suggested he ask Michelle as she checks the pool.
- Diana thanked the Board for all their help this year.

**VIII. Future Meetings**

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- Annual Meeting Tuesday, January 17, 2023 Meeting at 5:30 PM

**IX. Adjournment**

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- **There being no further items of business, meeting was adjourned at 6:40 p.m.**

**Casa Real Board Members**

	Term Ends	Phone	Cell	Email
<b>Diana Fennie</b> , President	2024			
<b>Judy Skog</b> , Vice President	2023			
<b>June Holmes</b> , Secretary	2024			
<b>Pamela Correll</b> , Treasurer	2024			
<b>Tyler Ford</b> , Director	2025			
<b>Susan Bacis</b> , Pinehurst Properties		298-2146		<a href="mailto:Susan@pinehurstproperties.net">Susan@pinehurstproperties.net</a>