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**Casa Real Homeowners' Association**  
**Board of Directors Meeting Minutes**  
**Tuesday, March 21, 2023 at 5:30 p.m.**  
**East Side City Hall**

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***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>A</b>      | <b>Tyler Ford</b> , Member at Large | <b>X</b>      | <b>Joan Groom</b> , Meeting Minutes    |

| <b>Owners:</b>             |                         |
|----------------------------|-------------------------|
| Shirley Alfano, Lot 86     | Dennis Richards, Lot 89 |
| Dawn Cripe, Lot 82         | Janet McGinn, Lot 85    |
| Barb & Brian Kahn, Lot 176 |                         |

**I. Call to Order**

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

**II. Approval of February 21, 2023 Minutes**

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**A motion was made and seconded (Fennie/Holmes) to approve the February 21, 2022 Board Meeting Minutes as amended. Motion passed.**

Add member video recorded meeting

**III. Meeting Format/Rules**

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Diana introduced the Board as there were new members at the meeting. She explained that the meeting format is that after there has been a motion and a second to the motion homeowners can comment regarding the motion. The other time homeowners can ask a question or comment on any topic 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.

**IV. Board of Director Reports**

**President's Report – Diana Fennie**

- Diana recounted how someone got into the electrical cage at the Hawthorne pool, turned off the electricity, and stuffed caulking into the lock. The electrician fixed it and someone came back and tried to do it again, but the electrician had repaired it in such a way that the electricity stayed on. Water was also turned off and the plumber came to get it back on.
- We had people spend the night in the restroom. There was no forced entry, so we aren't sure how anyone got in.

- Susan also reported a couple camping out at the Colette tennis court. She called the police and they came and removed them. When Susan asked the man how they got in, he replied it was open.
- Diana mentioned there was also an unknown car parked in the parking lot overnight. So there is concern about security.
- Susan reported there is a new person at ESCH whose only responsibility is dealing with the homeless. She walked the back property with Susan and is very enthusiastic about her job. Odessa told Susan CR constantly reporting homeless incidents has helped City Hall a lot. Letting your councilperson know things does have an effect.
- There will be an Open House meeting on April 12<sup>th</sup> which Diana encouraged everyone to attend. The more people express their concerns, the better it is. Pam added members need to call or email they will be attending.
- The yard sale is this Saturday.

**Treasurer's Report – Pamela Correll**

|                                    |             |                              |
|------------------------------------|-------------|------------------------------|
| ▪ Financials as of February 2023   |             |                              |
| Operating Account                  |             | \$ 30,600.44                 |
| Reserve Account – Alliance         |             | \$ 53,373.46                 |
| Reserve Account – Pacific Premiere |             | \$ 70,571.05                 |
| CD – CIT (06/08/24)                |             | \$ 17,577.28                 |
| CD – CIT (04/19/23)                |             | \$ 17,949.25                 |
| Total Reserve Assets               |             | \$163,471.04                 |
| <b>Total Assets</b>                |             | <b>\$194,071.48</b>          |
| <br>                               |             |                              |
| Total February Income              | \$16,720.12 |                              |
|                                    |             | \$150.12 positive variance   |
| Total February Expense             | \$ 5,350.89 |                              |
|                                    |             | \$2,978.79 positive variance |
| Net Income                         | \$11,369.23 |                              |
|                                    |             | \$3,128.91 positive variance |

Aging account total is \$4176.17, but \$2,550.12 of that is with the attorney, which makes aging amount owed \$1,626.05. That is really low. Diana reported we have 8 homeowners who are not current.

Susan mentioned the gas to heat the pool was so high last month because of the cold weather.

**V. Committee Reports**

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- Landscaping (Pam Correll)
  - Pam reported that to date the entire community has been sprayed with pre-emergent.
  - The Diquat we agreed as a Board to use for killing weeds is sprayed on an as needed basis. Hawthorne and Rosewood have been sprayed. It can take a week to 10 days to see results.
  - The large tree that was impeding garbage pickup on Capron has been trimmed.
  - We are currently getting quotes to remove a dead tree on Baker Street brought to our attention at the previous meeting.

- The wall on 4<sup>th</sup> Street has been repaired and needs to be painted. Pam suggested it be painted at the same time as the Rosewood units.
- The ocotillo at the end of Rosewood has been removed.
- The landscaper has identified oleanders that were trimmed as trees a while ago and have unsightly suckers coming out from the bottom. Homeowners will be asked to let us know if they want them trimmed as trees or as shrubs.
- Pools/Tennis Court (Diana Fennie)
  - There are two new chairs and four new chaise lounges at each pool purchased at Patio Connection. They are guaranteed for 5 years and the store will repair the straps for \$3.
- Architecture  
None

## **V. Old Business**

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- Pool/Tennis Court Security
  - Last month the Board voted to put trail cameras on light posts at each pool. Diana asked whether the goal of security is to find out who is vandalizing our property or is the goal to catch the person(s).

**A motion was made and seconded (Correll/Skog) to implement wifi security at both pools.**

After discussing the options, the costs and the desired goal,

**Diana Fennie amended the motion to table the final decision on security cameras until at least the next meeting. Judy Skog seconded the motion. Motion passed.**

**A motion was made and seconded (Skog/Correll) to further explore closing the gap allowing entrance into the cage. Motion passed.**

- Pool Handrail – homeowner request
  - A motion was made and seconded (Correll/Holmes) to not add a second handrail. Motion passed.**
- Sidewalk Repairs
  - Tabled, awaiting some legal advice.
- Carport Sale – March 25
  - Date was set for Saturday, March 25. Diana reported there will be signs posted along Pantano.

## **VI. New Business**

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- Landscape Contract
  - A motion was made and seconded (Fennie/Correll) to approve landscaping contract. Motion passed.**

**A motion was made and seconded (Skog/Holmes) to accept Top Notch bid to remove dead tree on Baker. Motion passed.**

- Painting
  - We need to get revised bids for painting this year on Rosewood starting with Pam's unit until Pantano. The just replaced wall on 4<sup>th</sup> Street should also be included. Bids need to include light posts and gates. Bids will be reviewed at the next meeting.
- Yard Signs
  - It was noted that several dog signs have been put out.

**VII. Homeowner Q&A**

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- Dennis asked when painting will start again. Susan said it will likely be May or September/October.
- Brian noticed paint peeling away from the top of the east wall on his house and asked how to get it taken care of. Diana responded HOA is responsible for external painting.
- Dawn likes the oleander that has tree with shrub at bottom. She also mentioned rocks in common area between her and Pam's houses that are difficult to walk on and that the railing into the shopping center is shaky and needs to be replaced. Susan responded the railing is not on CR property and putting a new railing on property not ours could incur liability.

**VIII. Future Meetings**

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Meeting Tuesday, April 18, 2023 Meeting at 5:30 PM

**IX. Adjournment**

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- **There being no further items of business, meeting was adjourned at 6:39 p.m.**

**Casa Real Board Members**

|   | <b>Term Ends</b> | <b>Phone</b> | <b>Cell</b> | <b>Email</b>   |
|---|------------------|--------------|-------------|--|
| <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> |