
Casa Real Homeowners' Association
Board of Directors Meeting Minutes
Tuesday, April 16, 2024 at 5:30 p.m.
East Side City Hall

Present:

Board:		Staff:	
X	Judy Skog , President	X	Sue Logan , Pinehurst Manager
X	Brian Kahn , Vice President		
X	Pamela Correll , Treasurer		
X	June Holmes , Secretary		Independent Contractor
		X	Joan Groom , Meeting Minutes

Owners:	
Jerold Borchardt, Lot 112	Dennis Richards, Lot 89
Dennis & Breanna Nicol, Lot 6	Marcia Burney, Lot 182
Barb Kahn, Lot 176	Diane Knowlton, Lot 108

I. Call to Order

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

II. Approval of Meeting Minutes

A motion was made and seconded (Skog/Kahn) to approve the February 20, 2024 Meeting Minutes as amended. Motion passed.

III. Board of Director Reports

President's Report – Judy Skog

- Judy reported dog signs were put at the beginning of every street. The pole on the north side of the street belongs to CR. We'll purchase more dog signs to install at the end of each street. If people ignore them, we'll have to deal with it, but it looks pretty clean in the neighborhood.
- The garage sales were a success. Thanks to Brian and Barb for hanging up the signs. There was a discussion on whether owners can determine dates for their own yard sales or it needs to go through the HOA. Sue will check. Judy requested the Board be notified if someone is going to have a sale so the community is aware.

Treasurer's Report – Pamela Correll

- Financials as of March 31, 2024

Operating Account	\$ 45,218.65
Reserve Account – Alliance	\$ 18,107.18
Reserve Account – Pacific Premiere	\$ 57,485.00
CD – CIT (06/08/24)	\$ 18,618.19
CD – CIT (05/01/24)	\$ 18,362.87
Total Reserve Assets	\$112,574.24
Total Assets	\$157,792.89

Total March Income	\$18,913.06	
		\$1,436.94 negative variance
March Expenses:		
Administration	\$ 4,337.73	
		\$ 177.76 positive variance
Landscaping	\$3,612.00	
		\$ 180.58 positive variance
Maintenance	\$ 939.07	
		\$ 939.07
Pool	\$ 515.00	
		\$ 696.25 positive variance
Utilities	\$1,996.99	
		\$ 421.55 negative variance

Pam noted there was no gas expense in the utilities expenses. Sue remarked they might not have received the bill and will check if gas expenses were mixed in with sewer expenses.

Total Operating Expense	\$11,400.79	
		\$ 306.06 negative variance

IV. Reports - Other

- Landscaping – *Pam Correll*
 - Pam reported weeds are being sprayed.
 - Sue reported the landscapers are following the schedule outlines on the website. You may, however, see them in other areas if there is a need and they have completed the work scheduled for the day.
 - Sue checked about tree in common area on 4th street owner thought was too close to her wall and it wasn't.
- There pools/Tennis Courts – *Judy Skog*
 - Judy reported we might need to get more pool handle sleeves.
- Architecture
 - None
- Security
 - Brian reported he put one camera up at the Hawthorne pool. To upgrade and subscribe to Cam Plus would be a couple dollars more a month for live recording all the time.
 - Purchase of another camera would bring total to around \$300.

A motion was made and seconded (Skog/Kahn) to approve purchase of a second camera. Motion passed.

- Brian will purchase an SD card for each camera to record on.

- Sue suggested the HOA sign up for Cam Plus as it's only \$24 a year and the police always ask if there is a video when something happens. Brian will check to be sure it's not per camera.
- Diane reported she just uses her SD card, which she can play back at any time. Brian will see how just using SD card goes.
- There was a homeless camp behind Marcia's, which she reported to the police. Brian and Barb helped clean the area up.

V. Old Business

- Vote on Board Terms – Changing from 3 to 2 years
 - Sue reported 58 of 175 households voted on changing the Board terms to two years. It was approved with 56 yes votes, one no vote, and one abstention.

A motion was made and seconded (Kahn/Correll) to change the Board term from 3 years to 2 years. Motion passed.

- Sue will have paperwork drawn up, and change to a 2 year term will be effective with the next annual meeting.
- Palm Tree trimming May/June
 - Sue will let community know exact dates.

VI. New Business

- Second Camera at Hawthorne pool
 - Brian will purchase the camera.
 - Sue needs to check cost of WiFi at Collete pool before purchasing cameras for Colette.
 - Brian mentioned using Verizon or T-Mobile rather than WiFi. A couple of members have Verizon for \$35 a month. Sue replied it might be more expensive for commercial use and will check into it.
- Meeting Schedule Change
 - Judy explained Board would like to return to monthly meetings.

A motion was made and seconded (Correll/Kahn) to change meetings to monthly. Motion passed.

- New Board Candidate
 - Judy reported only Diane Knowlton, who was previously on the Board, replied to email for new Board member to replace Cliff Leets.

A motion was made and seconded (Skog/Kahn) to appoint Diane Knowlton to the Board of Directors. Motion passed with one abstention.

- Automatic locking/unlocking system at pool discussion
 - Pam would like a system to automatically lock and unlock the pools based on a timer.
 - The spring on the Hawthorne pool gate is not working to close the gate. Gate will be locked until the spring is repaired.

A motion was made and seconded (Skog/Kahn) for Sue to have Master Key repair/replace the Hawthorne gate spring mechanism. Motion passed.

- There was a discussion on having key cards for pool entry in the future.
- Decorative beam ends on carports
 - Sue reported the ends of the beams on the carports usually begin to rot and then are cut off and capped. There is a homeowner who does not want the rotten area cut off and capped, but to be replaced. Cutting decorative beam ends off will not affect the structure. The HOA is responsible for the beams; homeowners are responsible for inside of carport.
 - Sue said replacing this owner's beam end with a like design would necessitate replacing all that have already been cut off and other beam ends as they rot as all need to be the same.
 - Decision was that since it is the HOA's responsibility to care for the beams, the HOA will only cut the rotted section off and cap it.
- Management Report
 - Sue reported the homeless population in CR continues to be an issue for everyone. I will be sending out an email to the entire community whenever I receive a report of an issue. The protocol is that you contact the police department first. If you don't want to call 911, then contact 520-791-4444, the non-emergency number. After that, you can contact Pinehurst and either you, as the complainant, or Pinehurst will file a report online.
 - I have requested the website be updated multiple times now and as of Friday it has not been done. Web master is under contract for the year.
 - We are still working on getting Cinc running smoothly. We have encountered a few glitches since we went online with the program, and we ask that if you have any questions about statements, please contact us. If you are not receiving emails from us, please let us know that as well.
 - Lamp posts – Rich had to have surgery and will take care of the lamp posts that need to be put back up soon.

VII. Homeowner Q&A

Marcia mentioned there are weeds in the breezeway. The landscapers don't do the common areas. Pam explained weeds cannot be sprayed with pre-emergent in areas where it could go into the drain. Sue will ask landscaper to weed the area.

Dennis asked what the Board does not like about having balconies on 2 stories enclosed. He was advised to submit an ARC request for security screens on his balcony.

VIII. Next HOA Board Meeting

May 21, 2024 at 5:30 PM

IX. Adjournment

Casa Real Homeowners' Association Board Meeting Minutes

Tuesday, April 16, 2024

Page 5 of 5

- **There being no further items of business, a motion was made and seconded (Correll/Kahn) to adjourn the meeting at 6:21 p.m.
Correll/ kahn**

Casa Real Board Members

	Term Ends	Phone	Cell	Email
Judy Skog , President	2025			
Brian Kahn , Vice President	2025			
June Holmes , Secretary	2024			
Pamela Correll , Treasurer	2024			
Diane Knowlton , Director	2024			
Sue Logan , Pinehurst Properties		298-2146		Sue@pinehurstproperties.net