

Casa Real Homeowners' Association
Board of Directors Meeting Minutes
Tuesday, July 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	Sarah Kiernan , Pinehurst
X	Pamela Correll , Treasurer		
X	June Holmes , Secretary		Independent Contractor
A	Diane Knowlton , Director	X	Joan Groom , Meeting Minutes
X	Dennis Nicol , Director		
X	Marcia Burney , Director		

Owners:	
Barb Kahn, Lot 176	Jerry Borchardt, Lot 112

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 (Correll/Kahn) to approve the June 18, 2024 Meeting Minutes as amended. Motion passed.

III. Board of Director Reports

President's Report – Judy Skog

- No report.

Treasurer's Report – Pamela Correll

- Financials as of June 30, 2024

Operating Account	\$ 57,365.33
Reserve Account – Alliance	\$ 10,866.70
Reserve Account – Pacific Premiere	\$ 57,516.45
CD – CIT (06/08/24)	\$ 18,744.07
CD – CIT (05/01/24)	\$ 18,525.58
CD – Alliance	\$ 18,579.03
Total Reserve Assets	\$124,231.83
Total Assets	\$181,597.16

Total June Income	\$19,956.59
	\$ 393.41 negative variance

Expenses:	
Administration	\$ 2,020.08
	\$ 2,495.41 positive variance

Casa Real Homeowners' Association Board Meeting Minutes

Tuesday, July 16, 2024

Page 2 of 5

Landscaping	\$3,612.00	\$ 180.58 positive variance
Maintenance	\$1,205.64	\$1,205.64 negative variance
Pool	\$1,365.00	\$ 153.75 negative variance
Utilities	\$1,142.92	\$ 432.52 positive variance
Total Operating Expense	\$ 9,345.64	\$ 1,749.12 positive variance

Pam would like the General Maintenance category on the financial report to be added as a line item to the budget.

IV. Reports - Other

- Landscaping – *Pam Correll*
 - Pam reported everything looked good in spite of the recent storm. Brian reported tree branches down on Baker Street.
 - Judy mentioned the landscapers are off schedule to which Sue responded Francisco had sent her a new schedule today, which she will post to the website.
 - Judy asked about trimming trees behind Baker Street.
 - Sarah reported Francisco wants \$7,520 for a one-time cleanup of all the alleyways and common areas to include cutting back of wild grass & weeds and clipping. Sue reported she told Francisco to base bid on one worker with a weed whacker cutting grass down. There was concern about trees damaging walls and Judy would like trees potentially threatening walls addressed as well. Pam suggested doing a walkthrough with Francisco to explain exactly what we want.
 - Sue will solicit a couple more bids.
 - There was a discussion of what was originally in the contract with Francisco and the areas in the community previous landscapers covered on a monthly basis.
 - The “no trim list” needs to be either all the scrubs on the owner’s property are trimmed or none of them are trimmed, not some trimmed and some not trimmed. Most of the workers only speak Spanish and won’t understand what owner is requesting, and it takes man hours away from the larger community.
 - There are still some signs in the yards that need to be removed.
- Pools/Tennis Courts – *Sarah Kiernan*
 - Sarah will set up a survey regarding a pickleball court and Christmas lights contest as decided at the last meeting, and asked if there was anything else the Board would like to add as this is a good opportunity to get feedback from the community at no additional cost.

- Architecture
 - None

- Security – *Brian Kahn*
 - Brian reported everything is going well. We are just waiting for the internet on Colette.
 - Sarah reported Verizon will need more information, which will need to be conveyed in person. Cost will be \$71.98 per month. You will likely need to lease the equipment or sign a contract. To get the box free requires a 36 month contract. Otherwise, the box costs \$399. We will have to set it up ourselves, and should we need any kind of support, there will be additional costs. Susan or Carol will go to Verizon to start the process. Brian clarified we will do the \$71.98/month internet.

- Management Report – *Sue Logan*
 - Sue reported the homeless population in Casa Real continues to be an issue for everyone. I have refiled the No Trespass letter with the City and on file with the Police Dept. (No Trespass order needs to be renewed every July.) After speaking with TPD Officer Morken, now that the letter is filed, he and his other officers are able to arrest anyone on the property who does not belong here. Officer Morken is committed to clearing the homeless and keeping it that way. Over the next few weeks, he told me he will be monitoring the situation, removing the homeless, and updating me periodically.
 - Rich will put up more No Trespassing signs (7 or 8) along the road between Fry's and Casa Real.
 - Brian inquired about contacting Fry's to clean up their back area. He would like Fry's to get rid of trailer if they have finished their renovation so the homeless don't go in it. Pam suggested contacting the leasing company, but no one seems to know the name of the leasing company and Sue did not think they would be helpful.
 - The protocol is that you contact the Police Dept. first. If you don't want to call 911, then call 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 am told the unfortunately filing online will not have the same results as contacting the Police Dept.
 - We will start looking at the budget for 2025 next meeting. I will need to know of any larger ticket items anyone is thinking about for next year, not including the painting of the south side of 3rd Street. After the discussion of what you want to do is nailed down, Sarah and I will prepare a draft budget for review, and we will call a budget meeting for September to bring everything together. That way the budget (aside from any unexpected items) is completed and ready to go out to the community in October or early November.
 - To avoid anything being missed on the "No Trim" list or anything being listed incorrectly, I would like to see all requests for no-trimming come through this office. We will keep the list updated and, if requested, send it out to the landscaper and the Board when changes are made.
 - I have requested a bid from another landscaper for the weeds in the alleys behind the houses.

V. Old Business

- Alley Cleanup Proposal
 - See Landscape Report above.

- Re-visit Zoom Meetings

A motion was made and seconded (Holmes/Burney) to return to Zoom meetings. Motion failed 5-1.

- Brian asked for clarification on whether this was to be on a monthly or bi-monthly basis.
 - Judy is not in favor of Zoom meetings as she feels they become contentious. Pam seconded that.
 - Dennis suggested adding Zoom meetings to the survey.
 - Sue asked Board to get back to Sarah by Monday if they have any other items for the survey.
-
- Hawthorne Pool Structure Remodel for Clubhouse
 - Marcia suggested remodeling the Hawthorne Clubhouse. Judy expects such a project to cost \$30,000 and questioned what it would be used for. She feels other projects take priority right now. Following discussion, Board decided now is not the time for such a project.

VI. New Business

- Board Meeting After 2025 Annual Meeting

A motion was made and seconded (Kahn/Holmes) to have a General Meeting following the 2025 Annual Meeting. Motion passed.

- Meeting Time Change
 - June had suggested changing meeting time to 6 PM.

A motion was made and seconded (Skog/Holmes) to change meetings time to 6 PM. Motion passed 5-1.

- Sarah reported on trying to get a bulk price for the lamp posts. The lamp heads and posts are difficult to find. She is trying to get a bulk rate and to find a replacement glass. We need to either buy in bulk or switch to something else. Rich is willing to inspect all the lamp posts to determine their condition for \$50 an hour, likely a 2-3 hour job. Judy mentioned solar lighting with plexiglass heads, which are less expensive

A motion was made and seconded (Kahn/Correll) to have Rich check the lamp posts for stability. Motion passed.

VII. Homeowner Q&A

None

VIII. Next HOA Board Meeting

August 20, 2024 at 6:00 PM

IX. Adjournment

- **There being no further items of business, the meeting was adjourned at 6:29 p.m.**

Casa Real Board Members

	Term Ends	Phone	Cell	Email
Judy Skog , President	2025			
Brian Kahn , Vice President	2025			
June Holmes , Secretary	2026			
Pamela Correll , Treasurer	2026			
Diane Knowlton , Director	2026			
Dennis Nicol , Director	2026			
Marcia Burney , Director	2026			
Sue Logan , Pinehurst Properties		298-2146		Sue@pinehurstproperties.net
Sarah Kiernan , Pinehurst Properties		298-2146		Sarah@pinehurstproperties.net