
Casa Real Homeowners' Association
Board of Directors Meeting Minutes
Tuesday, October 15, 2024 at 6:00 p.m.
East Side City Hall

Present:

Board:		Staff:	
X	Judy Skog , President	X	Sarah Kiernan , Pinehurst Manager
X	Brian Kahn , Vice President		
X	Pamela Correll , Treasurer		
X	June Holmes , Secretary		Independent Contractor
X	Diane Knowlton , Director	X	Joan Groom , Meeting Minutes
X	Dennis Nicol , Director		
X	Marcia Burney , Director		

Owners:	
Barb Kahn, Lot 176	Jerry Borchardt & Victoria Reynolds, Lot 112
Frances Raya, Lot 12	Gloria Allen, Lot 171
Cindy Stewart, Lot 77	Janet McGinn, Lot 85

I. Call to Order

A quorum was established and the meeting was called to order by Judy Skog at 6:00 p.m.

II. Approval of Meeting Minutes

A motion was made and seconded (Holmes/Burney) to approve the September 17, 2024 Meeting Minutes as presented. Motion passed.

III. Board of Director Reports

President's Report – Judy Skog

- Noting it is good to know what houses are selling for in the community, Judy reported the house across the street from her, a 2 story, 2 bedroom, sold for \$325,000.
- Judy reported a lot of trash in area near Colette and asked Sarah to send out a letter requesting volunteers to help clean it up.

Treasurer's Report – Pamela Correll

- Financials as of September 30, 2024

Operating Account	\$ 76,392.56
Reserve Account – Alliance	\$ 22,129.48
Reserve Account – Pacific Premiere	\$ 57,548.27
CD – CIT (06/08/24)	\$ 18,744.07
CD – CIT (05/01/24)	\$ 18,701.50
CD – Alliance	\$ 18,815.58
Total Reserve Assets	\$135,938.90
Total Assets	\$212,331.46

Total September Income	\$19,515.55	
	\$ 834.45 negative variance	
Expenses:		
Administration	\$ 3,999.15	
	\$ 376.34 positive variance	
Landscaping	\$ 6,412.00	
	\$2,519.42 negative variance – due to cleaning perimeter and tree trimming	
Maintenance	\$ 00.00	
	\$ 00.00 negative variance	
Pool	\$ 1,925.00	
	\$ 713.75 negative variance	
Utilities	\$ 995.39	
	\$ 580.05 positive variance	
Total Operating Expense	\$ 6,920.55	
	\$4424.21 positive variance	
Total Net Income	\$ 6,338.51	
	\$3,056.73 negative variance	

A motion was made and seconded (Kahn/Knowlton) to approve the September 2024 financial report. Motion passed.

IV. Reports - Other

- Landscaping – *Pam Correll*
 - Pam reported the new landscapers have begun and have had crews working in many areas. There are still issues inside alleys, but we'll let them get settled. It appears they are spraying.
 - Cindy mentioned posts needing to be removed from her yard she originally requested in May. Sarah will take care of it. She also mentioned trees in common areas that hang over the roofs. Judy expects the new landscapers will attend to those.
 - Pam recommended residents be reminded not to throw anything over the walls into the washes.
 - Victoria mentioned a Palo Verde growing into the common area on 3rd Street.
 - Brian inquired if there is a schedule for the new landscapers and Sarah responded Tuesday. Next week they will try to do 3rd Street and Colette.
 - Sarah asked members to send her emails with photos regarding landscaping issues.

- Pools/Tennis Courts – *Judy Skog*
 - Colette pool heater is on.

- Architecture
 - Burney - Garbage can enclosure

A motion was made and seconded (Kahn/Correll) to approve garbage can enclosure. Motion passed.

- Gloria inquired about her parapet getting fixed and Sarah responded because it is a small job, she has not been able to find a vendor or handyman to do it, but she continues to work on it.
- Security – *Brian Kahn*
 - Brian reported the cameras are working fine at Colette when the circuit breaker doesn't trip. The storage room to the north is powered by a circuit breaker in the room containing pool supplies and trips off when someone goes in there to do something, and then he has to go out and restart it. We need to figure out why the circuit breaker flips off or have an electrician put an outlet in that room.
 - He reported a man going into the woman's restroom.

V. Old Business

- Little free library update
 - Marcia found a cabinet with 2 shelves, purchased acrylic to replace the glass and needs to get paint.
 - Judy presented a couple of alternatives, but Marcia will proceed with her plan. When the Hawthorne pool closes, the library will be moved to Colette.
 - Pam mentioned there were complaints about the Hawthorne pool being closed last year.
- Landscaping – Triple M landscaping
 - Sarah reported they are cleaning up the neighborhood as fast as they can. After the first cycle, we will see where we are at.
- Hawthorne pool resurfacing
 - Davey Pools - \$11,872 plaster with quartz; \$12,872 mini pebble
 - Sarah will solicit additional bids for the resurfacing and decking at Hawthorne.
- Pool decking at Hawthorne
 - Davey Pools - \$17,231
- Steps at Colette Pool
 - Sarah reported two vendors have turned down the job. She will meet with Gill Property Solutions next week about the project.
- Painting – Pending additional bids
 - LM - \$233,000 for 75 homes
 - Sarah will have a walkthrough with potential vendors and should have additional bids by early November.

- Brian mentioned that LM's original bid to just do 3rd Street was \$110,000, which means they will do 3 additional streets for \$123,000. Sarah replied that is the bid she was given and Judy mentioned there are no 2 stories on those streets.

VI. New Business

- PPI Contract
 - Since there were some concerns about what Pinehurst's role is, Sarah explained her role as manager is to assist. The Board leads and she is backup. She fields homeowner concerns and takes care of what she can, tracks vendors, oversees finances. Judy complimented Sarah's work on the survey.
- Decorating light posts
 - Pam mentioned two in her neighborhood and thought they could only be decorated at Christmas. Her concern is that the posts might fall down if heavy things are put on them.
 - Sarah clarified that no decorations are permitted on the light posts.
 - Barb reported Christmas lights being left on the post although not turned on and asked who is responsible to deal with that. Sarah responded it is her responsibility to enforce the HOA rules and she will look into it.
 - Sarah clarified the violation notice schedule. After the 3rd or 4th violation notice, there is a fine and then the Board decides whether to send the matter to the attorney.
 - Diane clarified that homeowners are allowed to place outside decorations 30 days prior to any generally recognized holidays.
- Items in carport
 - Sarah stated CCRs say no items are to be in the carport, but during COVID chairs were allowed in the carport. She asked for clarification on whether "no items in carport" is back in force.
 - Judy has concerns about the appearance of the community.
 - Brian suggested chairs in a carport for limited use that are put away when not in use be permitted.
 - Sarah clarified we are allowing trash cans and chairs to be put away after use in the carport. The issue of bikes was delayed until next meeting.
- Palm trees
 - Marcia doesn't think palm trees are appealing and since \$1,000s are spent to trim them, she suggested taking them out. Pam reported it costs \$7,000 to cut down a palm tree.
 - Brian suggested trimming the palm trees every other year as previous minutes mentioned they were not trimmed for 3 years prior to being trimmed in 2022.
 - Cindy mentioned they are prone to fire if struck by lightning.
 - The decision was to figure out how many palm trees there are and what the cost to trim would be.
- Amenities Maintenance and bids
 - Southwest Sports Services – tennis courts – \$29,592

- Sarah reviewed the costs to take care of items above. She has been told a tennis court cannot be repaired, but must be redone, which is very expensive. But a coating can be applied that will last around 10 years.
- The stairs and the courts are liabilities and Sarah doesn't see how it all can be done without deferring more maintenance, and the more you defer it, the worse and more expensive it gets down the road.
- Alliance Bank – Loan for Reserve Expenses
 - She learned CR could possibly get a loan for \$300,000 at 6.15% over 6-7 years for \$4,500 a month from Alliance Bank. It's just a rough estimate, but \$1,500 could be put into Reserves and you could keep the Reserves.
 - The pool resurfacing, decking, and steps have to be done.
 - Sarah will go over the numbers again prior to making an application with the bank.
 - If there was a default on the loan, the bank would collect dues until the loan is repaid.
 - Brian asked if we need 2 tennis courts or could turn one into a dog park. Sarah said it would be \$100,000 to take out the asphalt and Pam mentioned it would be a liability. Sarah reported it's hard to change an amenity that's in the CCRs. She doesn't think it is realistic to change anything with the tennis court. It would be better to spend \$30,000 to resurface the courts.
 - Jerry asked if the loan was affordable and if a special assessment might ensure. Sarah replied there are no guarantees and it is a risk.
 - Issue tabled until next month.

VII. Homeowner Q&A

- Tree at the end of Baker - Sarah reported the landscaper can take care of all trees in question with general maintenance.
- Tree branch in carport. If it's inside the wall, it's the homeowner's responsibility.
- Large Pala Verde with limbs dragging on the ground. Sarah will have it added to landscaper's list.
- Frances asked for clarification regarding chairs in carport.

VIII. Next HOA Board Meeting

November 19, 2024 at 6:00 PM

IX. Adjournment

- **There being no further items of business, the meeting was adjourned at 7:18 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			

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Diane Knowlton , Director	2026		
Dennis Nicol , Director	2026		
Marcia Burney , Director	2026		
Sarah Kiernan , Pinehurst Properties		298-2146	Sarah@pinehurstproperties.net