

Casa Real Homeowners' Association

2. Board of Directors Meeting Minutes

Tuesday, January 21, 2025 at 6:30 p.m._

East Side City Hall

Present:

Board:		Independent Contractor	
X	Brian Kahn, President	X	Joan Groom, Meeting Minutes
X	Keanne Thompson, Vice President		
X	Pamela Correll, Treasurer		
X	Marcia Burney, Secretary		
X	Diane Knowlton, Director at Large		

Owners:	
Barb Kahn, Lot 176	Jerry Borchardt, Lot 112
Ruth Avila, Lot 147	Diana & Patrick Fennie, Lot 84
Dennis Richards, Lot 89	Barbara Heying, Lot 139
Jody Mueller, Lot 144	Victoria Reynolds, Lot 112
Francesca Parin, Lot 67	Douglas Vaughan, Lot 75
Gary Lape, Lot 72	ShariHoffman, Lot 152

I. Call to Order

A quorum was established and the meeting was called to order by Brian Kahn at 6:30 p.m. Brian remarked the Board thought it was important to have a general meeting after the Annual meeting this year because of all that is going on, especially the process of procuring a new management company.

II. Approval of Meeting Minutes

A motion was made and seconded (Knowlton/Correll) to approve the December 17, 2024 Meeting Minutes as presented. Motion passed.

III. Board of Director Reports

President's Report –

- Paul Cunningham's office has a recycling station behind the ESCH. They have a good program. Check out their Hefty Renew Program online. They make recyclable items into blocks. Pam mentioned the City of Tucson will also will give you a bucket to recycle items they convert into mulch.

Treasurer's Report – Pamela Correll

➤ Financials as of December 31, 2024

Operating Account	\$ 86,534.98
Reserve Account – Alliance	\$ 33,397.23
Reserve Account – Pacific Premiere	\$ 57,580.10
CD – CIT (06/08/24)	\$ 18,744.07
CD – CIT (05/01/24)	\$ 18,877.16
CD – Alliance	\$ 19,052.53
Total Reserve Assets	\$147,651.09

Total Assets		\$234,186.07
Total December Income	\$20,630.69	
	\$ 280.69 positive variance	
Expenses:		
Administration	\$ 4,983.33 - \$607.77 negative variance	
Landscaping	\$ 2,400.00 - \$1392.62 positive	
General Maintenance	\$ 1,285.00 –	
Pool	\$ 1,079.30 - \$131.95 positive variance	
Utilities	\$ 2,005.16 - \$429.62 negative variance	
Total Expenses	\$11,752.79 - \$9,395.03 negative variance	
Net Income	\$ 9,032.11 - \$362.92 negative variance	

Brian mentioned Pinehurst inadvertently put the \$685 gas bill under maintenance/repair. All the other amounts are good.

A motion was made and seconded (Knowlton/Correll) to approve the December 17, 2024 financial report. Motion passed.

IV. Reports - Other

Financial Committee – *Brian Kahn*

- Brian reported the Committee is doing a great job. Doug has been a great asset for us. It was his idea we have a bidders' conference on Jan 10 at the Hawthorne Pool. Eight companies showed up. They were all impressed and three said they had never seen anything like that done before. They inquired about our needs and it worked out really well. Hopefully, we will have a contract signed by the end of February for an April 1st start date.

Landscaping – *Pam Correll*

- Pam reported we successfully got the big saguaro taken out yesterday.
- The landscapers are doing a fantastic job.

Pools/Tennis Courts – *Brian Kahn*

- We are assessing which tennis court we will do first
- Hawthorne pool repair is first.

Architecture

No requests.

Security – *Brian Kahn*

- Brian reported the alarm is set for 10 PM and goes off at 6 a.m. and it's working very well.

V. Old Business

Hawthorne Wall Insurance Claim Status – *Brian Kahn*

- We are waiting for Progressive to get back to us.

Painting South Side of 4th Street – Vendor Selection – *Brian Kahn*

- We have proposals from \$92,000-\$110,000 to paint the south side of 3rd Street. We'll wait until we have the new management company to see what kind of prices they can get from their vendors.

Repair of Steps to Collette Tennis Court – *Brian Kahn*

- On hold because estimates were \$12,000-\$14,000 to fix. Pam will get more bids.

Hawthorne Pool Interior Resurface and Repair – *Brian Kahn*

- We are hoping to get a few more bids and be able to make a determination by February or March. We currently have one bid for the hole and one for the deck totaling \$40,000-\$45,000 to fix both.

VI. New Business

Approve Payment for Parapet Wall – 4th Street – *Brian Kahn*

A motion was made and seconded (Knowlton/Correll) to approve payment of \$250 to fix the parapet wall on 4th Street and \$450 for removal of the saguaro on Hawthorne Street. Motion passed.

Progress on Management Team – Update – *Brian Kahn*

- See Committee above.

Leaving Board at Five Members – *Brian Kahn*

- Due to two Board members stepping down, Brian asked for a motion to keep the Board at five members.

A motion was made and seconded (Correll/Knowlton) to keep the Board at 5 members. Motion passed.

Homeless Camps – *Marcia Burney*

- Marcia talked to the Ward 2 office and they are becoming more aware of what's going on. They had been putting us off thinking the camps were "flop" camps, but we had a fire at 3 a.m. at one of the camps. There haven't been tents yet, but there are mattresses, blankets and carpets around. There are about 5 different homeless spots located around the neighborhood.
- Brian asked if anyone was willing to walk the wash with him and Diane so

there can be more than one person going down there at a time. Email to casarealpool@gmail.com. Please report anything you see so we can report to Paul Cunningham's office.

- Marcia said not to approach homeless, just inform us where they are. You can use the City of Tucson Homeless Encampment Protocol tool to mark on their map where the camp is located, which allows them to see how many there are at a glance. You can also call them.
- Victoria reported she has a video of the person who came out of the wash after the fire started.
- Brian encouraged the members to become involved as it takes a lot of people to survey the whole community and the more information we receive, the better we can address the issue.

Remind members to change automatic dues payments to \$132 – *Brian Kahn*

- Brian reminded members about the increased dues amount as last year there was a backlog of residents who hadn't received notification and didn't pay the increase at the beginning of 2024.
- Members can call Susan Bacis at Pinehurst to set up automatic payments.

Terms of Newly Elected Members – *Brian Kahn*

- Brian clarified that the Board terms are for 2 years, not 3 years as was on the election information sent out. The Board voted last year to change it to 2 years. Diane & Pam's terms are up next year. Brian, Marcia and Keanne's terms are up in 2027.

- Removal of Cactus on Hawthorne Street
 - See Landscape Report above.

- Enforcing Violations until New Management Company Is In Place – *Brian*
 - All inspections will be done by and violations will be coming from the Board. A couple of members review the neighbor and violations are sent by email.

VII. Homeowner Q&A

- Dennis Richards asked what week of the month to expect the landscapers on his street. Brian replied landscapers are on the same schedule as the previous landscaper. It is a 5 week rotation. Pam will get a definitive schedule.
- A member asked who to address concerns to? Brian responded all complaints and concerns go to casarealpool@gmail.com.
- Diana Fennie asked that the landscapers blow what they have trim.

VIII. Next HOA Board Meeting

February 18, 2025 at 6:00 PM.

IX. Adjournment

- **There being no further items of business, a motion was made and seconded (Knowlton/Correll) to adjourn the meeting at 7:05 p.m.**

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Casa Real Board Members

	Term Ends	Phone	Cell	Email
Brian Kahn , President	2027			
Keanne Thompson , Vice President	2027			
Pam Correll , Treasurer	2026			
Marcia Burney , Secretary	2027			
Diane Knowlton , Director at Large	2026			