

**MEETING INFO**

<b>TOPIC:</b>	CT Homeowners Association Board Meeting Minutes
<b>DATE:</b>	12/17/24
<b>TIME:</b>	6:30 pm
<b>LOCATION:</b>	Zoom
<b>MINUTES BY:</b>	Aaron Mueller, President

**PARTICIPANTS**

<b>BOARD:</b>	<b>OTHER ATTENDEES:</b>
Aaron Mueller, President Rich Warren, Treasurer Paul Sheridan, Vice President	

**OPENING**

Call to order by Aaron Mueller	6:31 pm
--------------------------------	---------

**SECRETARY'S REPORT (Ratify minutes from prior meetings)**

Motion by Aaron Mueller to approve November 19, 2024 board meeting minutes. Second by Paul Sheridan.	Passed Unanimously
--	-----------------------

**MOTIONS**

1	None	
---	------	--



## GENERAL DISCUSSIONS

1	<p>New White Light Lenses:</p> <ul style="list-style-type: none"><li>• 7 Lenses sold – None Remaining</li><li>• Currently have 2 homeowners on the waiting list for when we make another purchase.</li><li>• UPDATE 11/19:<ul style="list-style-type: none"><li>◦ David Gierczyk removed his. Richard will reach out to see if he wants to donate or sell his.</li><li>◦ Matt Walsh might also be interested in donating / selling his extra. Richard will reach out.</li></ul></li><li>• <b>No updates 12/17.</b></li></ul> <p>Discussed minimum order is 10 pieces. Will add information to the December newsletter about another order.</p>
2	<p>Short Term Rentals Discussion</p> <ul style="list-style-type: none"><li>• Signs popping up – homes not hotels. Because these are political, they are allowed per HOA / city rules.<ul style="list-style-type: none"><li>◦ <b>UPDATE 10/8:</b> Political signs can only be up 70 days prior to election and 15 days after election. HOA has bylaws against advertisement signs, so if these are classified as political, they must be removed 15 days after election on November 5<sup>th</sup>.</li></ul></li><li>• New law (ARS 9-500.39) – STR's have to be registered and notify the HOA and neighbors. Rich received all but one notification.</li><li>✓ <b>UPDATE 10/8:</b> Adam action to draft letter to send to homeowners with the "Homes not Hotels" signs after election, requesting they be removed per ARS 16.10.19 and Country Trace CC&amp;Rs. - <b>COMPLETE</b></li><li>✓ <b>UPDATE 11/19:</b> Need to collect name/address of Homeowners who have the signs in their yard. Rich will send to Aaron.</li><li>✓ <b>UPDATE 12/17:</b> Aaron action to send letters to homeowners with signs up.</li></ul>
3	<p>Discussed the board needs to send out another email blast regarding the upcoming election. There will be 2 positions up for re-election.</p> <ul style="list-style-type: none"><li>✓ Aaron took the action to confirm from previous meeting minutes which 2 board members were up for re-election.</li><li>✓ UPDATE 11/19: Aaron sent email on 11/6. No response. Send Candidate file to Adam and Richard.</li><li>✓ <b>UPDATE 12/17:</b> CLOSED</li></ul>
4	<p>Discussed topics for the December newsletter. Below are the topics and assignments recommended:</p> <ul style="list-style-type: none"><li>• Corner Update for new paint and logo: <b>Richard / Paul - Received</b></li></ul>



## GENERAL DISCUSSIONS

	<ul style="list-style-type: none"><li>• HOA Rules for Exterior Paint / Architecture Changes: <b>Richard / Paul - Received</b></li><li>• Light Lens Interest request: <b>Aaron - Received</b></li><li>• New Bulk Trash Rules - <b>Adam - Received</b></li><li>• Trash Cans Viewed from Street - <b>Adam - Received</b></li><li>• Pool Filling Tips - <b>Rich - Received</b></li><li>• Homeowner Spotlight - <b>Richard - Received</b></li><li>• Speeding on 68<sup>th</sup> and 66<sup>th</sup> Streets - <b>Paul - Received</b></li><li>• Real Estate Update - <b>Marty - Received</b></li><li>• STR Signage - <b>Rich - Received</b></li></ul> <p>✓ 11/19 Update: Need all inputs by November 30<sup>th</sup>. Send to printer by December 10<sup>th</sup>. Pack envelopes December 21/22. Mail no later than December 23<sup>rd</sup>.</p> <p>✓ <b>12/17 UPDATE:</b> Sent file to board for review. Will send to the printer 12/17. Plan on packing envelopes on 12/21 or 12/22 if we received material in time.</p>
5	<b>UPDATE 12/17:</b> Annual meeting date scheduled for January 21, 2025 @ 6:30pm

## LANDSCAPE REPORT

1	<p>Discussed email from homeowner regarding queen palms in some of the corners.</p> <ul style="list-style-type: none"><li>• Decided HOA should draft a general response letter.</li></ul> <p>✓ Adam took the action to draft a template letter to address landscaping and architecture issues. - <b>COMPLETE FOR PAINT COLORS</b></p> <p>✓ UPDATE 11/19: Still need template for landscaping.</p> <p>✓ <b>UPDATE 12/17:</b> No updates - still have action to create for landscaping.</p>
2	<p>NEW 11/19: Water leak detected at the corner of 68<sup>th</sup> and Grandview. Determined it was due to City of Phoenix replacing a meter.</p> <p>✓ Rich working with City of Phoenix to get a refund for the over charge due to the City.</p> <p>✓ <b>UPDATE 12/17:</b> Rich still working the issue.</p>

## ARCHITECTURAL COMMITTEE

1	<p>Paint Colors</p> <ul style="list-style-type: none"><li>• No updates. Wall painting has been postponed until fall when the temperatures are cooler.</li></ul>
---	---



## ARCHITECTURAL COMMITTEE

	<ul style="list-style-type: none"><li>The overall consensus of the Landscape committee is Crisp Muslin as the preferred option followed by Neutral Ground.</li><li>The Board decided to post pone the vote for the final color selection until a later meeting when all board members are present and closer to when the painting will occur in the fall.</li><li>The board will hold a special session on Tuesday October 29<sup>th</sup> to vote on the colors.<ul style="list-style-type: none"><li><b>UPDATE 11/19:</b> Complete</li></ul></li></ul>
2	<p>Paint / Stucco Quotes</p> <ul style="list-style-type: none"><li>Rich received a new quote from Blue Brushes to repair and paint the walls. This quote was significantly lower than previous quotes from NMG and Strategic. Board had a few clarifying questions pertaining to the quote.</li><li>The board will hold a special session on Tuesday October 29<sup>th</sup> to vote on the contractors.</li></ul> <p>✓ Paul / Richard took the action to clarify the following items with Blue Brushes</p> <ul style="list-style-type: none"><li>Get clarification on cutting expansion joints - <b>NEED TO SEE EXAMPLES</b></li></ul> <p>✓ UPDATE 11/19: Planters have been removed. Painter will begin on December 16<sup>th</sup>.</p> <p>✓ UPDATE 11/19: Some corners have large utility box in front of signage, probably COX. Paul action to see if they can be lowered or moved.</p> <p>✓ <b>UPDATE 12/17:</b> Blue Brushes decided to cancel the job prior to starting. Board needs to start over and get new quotes. Will revisit in January.</p>
3	<p>Discussed the following phased approach to the corner updates based on allocated capital improvements budget:</p> <ul style="list-style-type: none"><li>Phase I: Plan is to proceed with the Stucco repair and painting - <b>Q4 2024</b></li><li>Phase II: Add the new Country Trace signage - 2025</li><li>Phase III: Updating the landscaping in front of the walls - 2026</li></ul> <p>• Aaron action to send out email about corner update progress and overall plan. Send out prior to start of construction.</p>
4	<p>Corner Signage Font (<b>ON HOLD, will revisit end of 2024 / early 2025</b>):</p> <ul style="list-style-type: none"><li>Based on the voting, the new logo has been reduced down to the following two fonts: <u>Crimson Text</u> and <u>Tenor Sans</u></li></ul>
5	<p>Board received a complaint regarding the new paint color for a home on Beverly. The HOA never received a request to deviate from the approved colors.</p> <ul style="list-style-type: none"><li>Still have not received a request via the Website for the color deviation.</li><li>Will use template Adam created to notify homeowner.</li></ul> <p>✓ UPDATE 10/8: Aaron has the action to draft letter using template from Adam and send to the board for review prior to sending to homeowner.</p>



## ARCHITECTURAL COMMITTEE

	<ul style="list-style-type: none"><li>✓ UPDATE 11/19: Richard will send Aaron additional address to send the letter to.</li><li>✓ <b>UPDATE 12/17:</b> Emails were sent. No response from home owners. - CLOSED</li></ul>
6	<p>Board received a complaint regarding the new paint color for a home on N 67<sup>th</sup> St. The HOA never received a request to deviate from the approved colors.</p> <ul style="list-style-type: none"><li>• Still have not received a request via the Website for the color deviation.</li><li>• Will use template Adam created to notify homeowner.</li></ul> <ul style="list-style-type: none"><li>✓ UPDATE 10/8: Aaron has the action to draft letter using template from Adam and send to the board for review prior to sending to homeowner.</li><li>✓ UPDATE 11/19: Richard will send Aaron additional address to send the letter to.</li><li>✓ <b>UPDATE 12/17:</b> Emails were sent. No response from home owners. - CLOSED</li></ul>

## TREASURER'S REPORT

1	<p>Rich reported the following account balances:</p> <p>Checking: \$26,597 (Need to void check to Blue Brushes for \$6600) Savings: \$19,943</p>
2	<p>AR Report:</p> <ul style="list-style-type: none"><li>• 2 homeowners past due for 2024 assessment.</li></ul>
3	<p>It appears that a 5 website payments have not been deposited into the Chase Checking account.</p> <ul style="list-style-type: none"><li>• It was discovered that the payments never were processed because the homeowner put in the wrong house address and zip code. The payment went into a pending status that was not evident and eventually was cancelled with no notification to the homeowner or HOA. Aaron updated the settings to prevent this in the future and also updated the form to clarify the address is the Credit Card Billing Address.</li></ul> <ul style="list-style-type: none"><li>✓ Aaron took the action to provide Rich the backup data showing the 5 payments that were not processed. - <b>COMPLETE</b></li><li>✓ Rich took the action to reach out to homeowners to explain the situation and have them resubmit their payment. <b>UPDATE 12/17:</b> 3 of 5 have submitted missing payments.</li></ul>



## CLOSING

Next Meeting	Tuesday, January 7, 2024, 6:30 pm via ZOOM
Adjourned	7:47 pm