



MEETING INFO

TOPIC:	CT Homeowners Association Board Meeting Minutes
DATE:	8/19/25
TIME:	6:30 pm
LOCATION:	Zoom
MINUTES BY:	Aaron Mueller, President

PARTICIPANTS

BOARD:	OTHER ATTENDEES:
Aaron Mueller, President Rich Warren, Treasurer Paul Sheridan, Vice President	

OPENING

Call to order by Aaron Mueller	6:35 pm
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SECRETARY'S REPORT (Ratify minutes from prior meetings)

Motion by Aaron Mueller to approve July 22, 2025 board meeting minutes. Second by Rich Warren.	Passed Unanimously
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MOTIONS

1	None	
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GENERAL DISCUSSIONS

1	<p>New White Light Lenses:</p> <ul style="list-style-type: none"> • Currently have 5 homeowners on the waiting list for when we make another purchase. <p>Discussed minimum order is 10 pieces. Will place order when we have at least 5 homeowners interested.</p> <ul style="list-style-type: none"> ✓ UPDATE 5/6: Rich received quote from manufacture. He has 3 left over. Quote for 11 was \$1147 (\$104.20 each). Would need to get light bulbs as well (~\$15 each). Rich will place an order for 11 pcs. ✓ UPDATE 6/10: Rich placed order on May 7. Should be completed NLT June 20. ✓ UPDATE 7/22: Plan to pickup on Friday August 1, 2025. ✓ UPDATE 8/19: Lenses have been picked up. Aaron Action to email the 5 homeowners that are interested.
2	<p>Short Term Rentals Discussion</p> <ul style="list-style-type: none"> • Signs popping up - homes not hotels. Because these are political, they are allowed per HOA / city rules. <ul style="list-style-type: none"> o 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 5th. • New law (ARS 9-500.39) - STR's have to be registered and notify the HOA and neighbors. Rich received all but one notification. <ul style="list-style-type: none"> ✓ UPDATE 10/8: 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&Rs. - COMPLETE ✓ UPDATE 11/19: Need to collect name/address of Homeowners who have the signs in their yard. Rich will send to Aaron. - COMPLETE ✓ UPDATE 5/6: Aaron action to create universal violation letter to be reviewed by the board. Then send letters to homeowners with signs up. ✓ UPDATE 6/10: Aaron started the letter and will send to board members NLT June 21. ✓ UPDATE 7/22: Aaron will finish the letter NLT August 17. ✓ UPDATE 8/19: Aaron completed. Action CLOSED.
3	<p>Board discussed the new HB2298 house bill. The board needs to have a community vote on whether we keep the current HOA policy for parking on the streets, or accept the city policy for parking. Vote needs to be completed and filed with country recorder prior to June 30, 2025. Need to notify homeowners 30 days prior?</p> <ul style="list-style-type: none"> • Need to have a majority of Quorum (25% of 185 = 47) = 24 votes to keep CC&R. • City of Phoenix, Section 36-140, Maricopa County ordinance P-5 ✓ NEW 3/4: HB2298 Info sheet created and ballot. Need to determine if it needs to be mailed out to the homeowners or if we can have an electronic vote sent by email.



GENERAL DISCUSSIONS

	<ul style="list-style-type: none"> ✓ UPDATE 5/6: Aaron will create email and form on the website to send to homeowners. Aaron will send a draft to the board for review prior to send to homeowners. ✓ UPDATE 6/10: Ballot sent to homeowners on June 6. Aaron will create a letter to submit to the country recorder. Need to then submit to the country recorder. Aaron to draft new email to homeowners with Status of Vote. ✓ UPDATE 7/22: Aaron will create a letter to submit to the country recorder. Need to then submit to the country recorder. Aaron to draft new email to homeowners with Status of Vote. Complete prior to August 31, 2025. ✓ UPDATE 8/19: Letter to County Recorder is complete. Aaron will file on Friday, August 22. Aaron Action to draft email to homeowners with result.
4	<p>Board member Adam Jaffe submitted is resignation effective April 11.</p> <ul style="list-style-type: none"> ✓ NEW 5/6: Aaron action to send email to homeowners asking for interest in filling the open position. Aaron will send draft email to board for review. ✓ UPDATE 6/10: Richard Morrell has also tendered his resignation effective end of July. Aaron sent draft email to board to review. Board reviewed and agreed to send in July. ✓ UPDATE 7/22: Aaron sent email on July 22. ✓ UPDATE 8/19: No response from community members. Rich will try to reach out to newer homeowners (in the last 2 years) to see if they are interested.
5	<p>HOA Insurance - American Family is no longer insuring HOA common areas. Insurance broker is looking for other options.</p> <ul style="list-style-type: none"> ✓ NEW 6/10: Paul working it with agent. ✓ UPDATE 7/22: Paul still working a quote with new agents. Policy expires in August. ✓ UPDATE 8/19: Paul Action to get policy in place with Farmers.
6	<p>City of Phoenix is allowing scheduled Bulk Trash for HOA's.</p> <ul style="list-style-type: none"> ✓ NEW 6/10: Rich submitted request for Country Trace to go back to quarterly scheduled pickups. ✓ UPDATE 7/22: City of Phoenix approved Country Trace to go back to quarterly bulk trash pickups. Aaron Action to send out email about new rules on 7/23. ✓ UPDATE 8/19: Email was sent on July 26, 2025. Remaining Pickup for this year is December 23rd. Action CLOSED.

LANDSCAPE REPORT

1	<p>Discussed email from homeowner regarding queen palms in some of the corners.</p> <ul style="list-style-type: none"> • Decided HOA should draft a general response letter.
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LANDSCAPE REPORT

	<ul style="list-style-type: none"> ✓ Adam took the action to draft a template letter to address landscaping and architecture issues. - COMPLETE FOR PAINT COLORS ✓ UPDATE 11/19: Still need template for landscaping. ✓ UPDATE 12/17: No updates - still have action to create for landscaping. ✓ UPDATE 5/6: Aaron will create a general form to send for all corrections to homeowners. ✓ UPDATE 6/10: Aaron started the letter and will send to board members NLT June 21. ✓ UPDATE 7/22: Aaron will finish the letter NLT August 17. ✓ UPDATE 8/19: Aaron completed. Action CLOSED.
2	<p>Water leak detected at the corner of 68th and Grandview. Determined it was due to City of Phoenix replacing a meter.</p> <ul style="list-style-type: none"> ✓ Rich working with City of Phoenix to get a refund for the over charge due to the City. ✓ UPDATE 12/17: Rich still working the issue. ✓ UPDATE 5/6: Rich still working the issue to get back ~\$1300. City not responding. ✓ UPDATE 6/10: Received a credit for \$224. Rich called again to get the remaining \$1100 back. ✓ UPDATE 7/22: City of Phoenix keeps crediting \$224 / month to one water bill that averages \$11 / month. Rich will continue to work with the City to get a refund instead of a Credit that will take years to use. ✓ UPDATE 8/19: No further action. ACTION CLOSED.
3	<p>Annual Backflow Preventer Inspection.</p> <ul style="list-style-type: none"> ✓ NEW 7/22: Rich action to schedule inspection. ✓ UPDATE 8/19: No updates, still need to schedule inspection.

ARCHITECTURAL COMMITTEE

1	<p>Discussed the following phased approach to the corner updates based on allocated capital improvements budget:</p> <ul style="list-style-type: none"> • Phase I: Plan is to proceed with the Stucco repair and painting - COMPLETE • Phase II: Add the new Country Trace signage - 2026 - GETTING QUOTES • Phase III: Updating the landscaping in front of the walls - 2027
2	<p>Corner Signage:</p> <ul style="list-style-type: none"> • NEW 8/19: Paul Action to get quotes. Received a few quotes, need to keep working with sign companies to get pricing down.



ARCHITECTURAL COMMITTEE

3	Corner Signage Font: <ul style="list-style-type: none">• 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>• Font will be selected after contractor has been identified.
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TREASURER'S REPORT

1	Rich reported the following account balances: Checking: \$28,516 Savings: \$19,947
2	AR Report as of 8/19: <ul style="list-style-type: none">• 2 homeowners past due for 2025 assessment• Total AR: ~\$2,400

CLOSING

Next Meeting	Tuesday, September 16, 2025, 6:30 pm via ZOOM
Adjourned	7:36 pm