**Las Brisas Homeowners Association Board of Directors Meeting**

**Minutes**

Thursday March 20th, 2025- 7:00 p.m

.

Members Present: Becky Diebel, Sean Carter, Mary Valikai, Rhonda Oliver, Tom Tait, Cody Heffner, Jess Whitfield,

Member’s Absent: None

Motion from Rhonda. To move the meeting into regular session at 7:01 Seconded by Becky

Vote: Unanimous

Resolved: Motion carried

**Board of Directors Meeting –**

1. **Call to Order and Review of Code of Conduct**
2. **February 20th, 2025 meeting minutes were approved on 02/25/25 via email**
3. **Priority Business**
   1. Update on Insurance Policy Bids (5-10 minutes)

Current Bids:

* AM Fam Business Partner cost plus D&O - $135,616.81
* Labarre/Oksnee $126,003 + Umbrella - the quote doesn't include Umbrella Liability. We would have to find another broker for that, maybe an additional $2,000 - $2,500.
* Trucordia - They include both Umbrella & D&0. The first quote was $93,888.

Discussion: The Trucordia seems to be our best option at this time. No one is opposed to this bid. This bid is slightly less than what we were paying but with a higher deductible.

Motion: Mary to accept the bid from Trucordia for insurance for $93,888 for April 1st 2025-April 1st 2026. Seconded by Becky.

Vote: Unanimous

Resolved: Motion carried

* 1. Discussion of pool bids and next steps for informing community members (5-10 minutes)

Discussion: At this time we are waiting for leak detection at River and Sanos pools since those two pools are using the most water per hour. This will occur on the 28th of March. We will then get vendors out to get quotes for repair based on what is found with testing.

* 1. **Financial Update (10 minutes)**
     + 1. Financial Update from Sean

Discussion: Overview of Looker report from Sean. Highlights of budget versus actual spending across categories. We were under budget for January and February. Sean provided more overview of how to navigate the report.

* + - 1. 2024 Butler/Hansen Audit Approval

Motion: Mary to approve 2024 Audit from Butler/Hansen. Seconded by: Becky

Vote: Unanimous

Resolved: Motion carried

* + - 1. Discussion: Movement of $37,422 2024 net income into high yield savings

Motion: Mary to move $35,000 from checking account to a high yield savings account for our reserves. Seconded by: Becky

Vote: Unanimous

Resolved: Motion carried

* + - 1. Reserve Study should be made available to all homeowners on the Las Brisas website.

Motion: Sean to post the latest reserve study on the Las Brisas HOA website. Seconded by: Tom

Vote: Unanimous

Resolved: Motion carried

* 1. **Maintenance Update and Review of work completed by maintenance manager since last meeting (10 minutes)-**
* Elevated Landscaping’s bid to trim some of our olive trees passed – started on 2/14/2025 – update?
* Two Eucalyptus trees are dead, one on Sanos and one on the path near 1601 S Torre Molinos. Should the trees be taken down? One eucalyptus tree on Margarita is nearly dead. Should it be taken down also?

Discussion: Radley’s will need to take down the large Eucalyptus trees for safety. There is a tree on River that may need trimming, which could be done at the same time. Amanda can seek bids for both services. The Eucalyptus trees are dying and will likely all need to be removed over time. Radley’s typically confirms if the trees are dead. The Eucalyptus also pose a danger during monsoon season and can drop branches as it gets dry and hot.

* Proposed solutions to exposed outdated fiber optics

Discussion: There has not been a system for maintaining the fiber optics over the years and there are exposed boxes and wires around the neighborhood. Rhonda is proposing artificial rock coverings to improve both safety and aesthetics for less than $600 total. There are no objections so we will proceed with this plan.

Items completed by Amanda

* Schedule a meeting with the City of Tempe to go over our Meters and figure out the three meters that go to our pools
* Water Meter for River Pool is losing 65gph, Shannon Pool is losing 4gph, and Sanos Pool is losing 75gph
* PinPoint Leak Detection is going to be coming out on March 28th to do a leak detection on both the Shannon and River Pools
* Jesus Sprinkler LLC- Fixed multiple leaks one on River and Broadway and one on the pathway by Sanos, Fixed broken sprinkler heads with the flex joint
* got a bid from a landscaping company called CAM Landscaping for $6,200 a month, they are very organized and the price everything out by year, still waiting to hear back from the other landscaping company
* 3/19-3/20: 3 Amigos is going to be trimming the two trees on River by the Pool and stump grinding
* The homeowner at 1617 S River Dr submitted a maintenance request on March 13th about a roof leak and Contreras Roofing went out the next day on Match 14th to confirm she needed work done on half of the roof, the bid was $4,600

Motion by Mary: Approve the bid from Contreras Roofing for $6300 to repair the roof at 1617 S River on the West side of the roof.

Vote: Unanimous

Resolved: Motion carried

* Taped off all the olive trees for spraying on March 20th which will extend into the 21st due to wind.
* 1908 S Shannon Dr is requesting plants in front of his house
  1. **Homeowners Forum(10 minutes)**

Sybil: Asked about state of unapproved landscaping on Torre Molinos. Reviewed that there have been changes to AZ State rules about violations and we now need a judgement from a court to collect fines against a homeowner.

Sarah: When will the roofs be inspected?

Karen: We need answers faster about the pool. She wants to know what will happen next and does not think people will go for an assessment to repair the pool.

Sarah: She would like to see Amanda’s time sheet. (Amanda does not complete timesheets, she provides invoices to the HOA for services rendered). Rhonda states that Employment and Staffing is not something for general meeting and questions can be addressed to the board directly but time sheets can be shared.

Karen: Wants to hire a second person to be around all the time.

1. **Discussion Items Time Permitting (These items were not addressed in this meeting due to time constraints)**
   1. Ways to improve community engagement
   2. Non Owner Use of RV Lot
2. **Motions, Expenses, and Updates since last meeting** 
   1. Expenses paid $600 and under:

* Pete Von Knorring $268 New Lock/keys for Clubhouse door
* Jesus Sprinkler LLC Leak Repair and new Hunter Valve $600
* Jesus Sprinkler LLC replace 17 pro-spray 4&quot; pop ups $30 ea = $510
* Jesus Sprinkler LLC - miscellaneous parts/repairs $388
* Mary Valikai Post Office Certified Mail &amp; 5 books of stamps $84.16
* Home Depot $452.33 - Plants
  1. Motions passed via email vote:
* Quickbooks invoice, $1,155.81 for the 2025 subscription
* Motion to approve a tax lawyer’s advice on the necessity by the HOA to report BOiR (Beneficial Ownership information Reporting) to FinCEN.
* Motion to rescind the fines assessed for Lot 153 - 1634 S Torre Molinos
* Update our Collections Policy to $40 for an NSF (Non-Sufficient Funds).
* PinPoint Leak Detection Bid of $1,800 to test the Sanos ($800) Pool, River ($800) Pool and the spa ($200) for leaks
* The $4,600 bid from Pete Von Knorring to replace sections of the block walls at 1822 S Shannon &amp; 1835 S River.
  1. Motions failed via email vote
* Request from owner of 1905 S Shannon to be reimbursed $500 for expenses related to painting of his balcony
  1. Financial
     + 1. Butler Hansen LLC has started the Las Brisas 2024 audit. The requested initial and final documents have been submitted by the treasurer and bookkeeper.
       2. The Las Brisas board has put a link on the Las Brisas website to report displaying the budgeted expenses vs the actual expenses.

1. **Adjournment**

Motion from Rhonda to end regular session at 8:01pm. Seconded by Becky

Vote: Unanimous

Resolved: Motion carried

Minutes Prepared by: Becky Diebel

Next Meeting: 04/17/25