

Phoenix Crossing Board Agenda- Dec. 13, 2025.

President –Susan Mitchell, VP- Lea Ann Hoy, Treasurer- Carlos Gutierrez

Secretary – Sharron Callahan, Committee members Lea Ann Hoy, Diane Pierce

1. Call to order – Susan called the meeting, held at Sharron’s house, to order at 10:34, all board and committee members present.

2. Approval of last meeting minutes:

The minutes of the last board meeting were presented to the board and approved unanimously.

3. Treasurers Report:

a. Treasurer Carlos Gutierrez

- i. The financials were presented and we have \$6,981.96 in the bank account. New 2026 Invoices are going out soon.
- ii. A Certified letter was sent to one of the residents that owe over \$1,500.
- iii. The attorney has received our response to Mr. Kiefer. The letter states in a document that must be signed by him: The Owner acknowledges he will pay \$1,500.00 within ten days and prepay \$435.00 in dues for 2026, (invoice attached) and agrees that he will be responsible for the timely payment of all **Homeowners Association (HOA) dues, assessments, and any applicable late fees** that may accrue from the date of this agreement until such time as ownership of the property is legally transferred to another party. As well the owner will clean property within 14 days and continue to maintain the property until the said ownership of the property is legally transferred to another party.
- iv. We may start looking for another attorney as we haven’t been pleased with what he is doing for us.
- v. Susan and Carlos will get documents at the bank signed next week and Carlos will get with Lynn to go over how to use QuickBooks.

4. Presidents Report: Nothing currently

5. Committee Reports:

a. Pool - Lea-Ann Hoy

- i. The pool is in good shape. The timer arms have been removed to allow the pump to run due to the cold weather.
- ii. We may need to resurface the pool at the deep end of the pool in the next few years.
- iii. She will get an extra key for the padlock on the pool gate.

- b. Events – Diane Pierce
 - i. We have a new resident in the community at 179 Garrett Drive.
- 6. ACC – Garry Mitchell will take over the ACC Committee; Sharron will get him the information he needs.
- 7. **Old Business- UPDATE**
1/5/2026 – The attorney finally responded and sent back a legal statement to send to Mr. Kiefer. After reading it I suggested the check should be a certified check, not a personal check. Hopefully he will make that change and send it over to Mr. Kiefer very soon. It includes the \$1,500 payment and the 2026 dues payment.
- 8. **New Business-** Previously discussed
- 9. Date of next meeting January 10th at Lea Ann Hoy's house at 10:30 AM

10. Susan closed the meeting at 11:32AM.

Respectfully submitted by Sharron Callahan