

Common Terra

The publication of CAI of San Antonio - *The Source* for Responsible Communities

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Second Quarter 2025

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89th Texas Legislative Session Updates

By Clint Brown, Roberts, Markel, Weinberg, Butler, Hailey PC

Updated April 23, 2025.

The following bills are a curated selection of bills that specifically mention property owners associations..

Bills with Status Changes Since March Legislative Update

HB 294 – Relating to the regulation by a municipality or property owners' association of food production on single-family residential lots.

Author – Cortez

Status – Considered in Calendars on 4/17/25

This bill amends Chapter 202 of the Property Code (as well as Ch. 217 impacting cities) adding a new subsection 202.025 that prevents POAs from adopting or enforcing a restrictive covenant that prohibits growing of fruits and vegetables, raising or keeping six or fewer domestic fowl or adult rabbits, or producing food at a cottage food production operation (Sec. 437.001 Health and Safety Code).

While the bill authorizes POAs to adopt reasonable restrictions, they are not adequate as they cannot prohibit these activities.

HB 359/HB 517/SB 542 – Relating to the authority of a property owners' association to assess a fine for discolored vegetation or turf during a period of residential watering restriction.

Author – Goodwin (HB 517 by Harris Davila, SB 542 by Schwertner)

(Cont. on pg 6)

Texas POA Law: The Cliff Notes Version

By Eric Tonsul, Roberts, Markel, Weinberg, Butler, Hailey PC

The Texas POA industry is full of knowledgeable groups of professionals, including community managers, board members and others who need a working knowledge of the laws governing the industry. This can be a daunting task for many first coming into the industry as to where to begin. Therefore, we have compiled the following list of terms and laws for a cliff notes version of Texas POA Law to help you kickstart your path to growth in the POA industry.

Texas Property Code Chapters

Chapter 81 – Set of laws governing condominium associations formed before January 1, 1994.

Chapter 82 – Also known as the Texas Uniform Condominium Act (TUCA), set of laws governing condominium associations whose Declaration was recorded on or after January 1, 1994. Some Chapter 82 laws apply to Chapter 81 condominiums.

(Cont. on pg 12)



Art Downey

Editor, Common Terra

Three features make community association homes different from traditional forms of home-ownership. One is that you share the use of common land and have access to facilities such as swimming pools that often are not afforda-

ble any other way. The second is that you automatically become a member of a community association and typically must abide by covenants, conditions and restrictions (CC&Rs). The third feature is that you will pay an "assessment" (a regular fee, often monthly, that is used for upkeep of the common areas and other services and amenities). There are many advantages to living in this kind of development. The community usually features attractive combinations of well-designed homes and landscaped open spaces. The houses may even cost less than traditional housing due to more efficient use of land.

Parks, pools and other amenities, often too expensive for you to own alone, can be yours through association ownership. So, now you have a chance to use and enjoy the pool, tennis court or other recreational facilities that may have been unaffordable previously. What's more, you won't have direct responsibility for maintenance, so you won't have to clean the pool or fix the tennis nets, and you may not even have to mow your lawn. But that doesn't mean you'll never have to think about it. The community association operates and maintains these shared facilities. Of course, you'll pay your share of the expenses and, as an association member, you'll have a

voice in the association's decisions. The association may have one of a variety of names: homeowners association, property owners association, condominium association, cooperative, common interest community or council of co-owners. This issue of Common Terra will focus on the responsibilities of volunteer boards and property managers to insure these amenities are safe and well maintained; that the CC&Rs are observed; that all owners contribute their fair share by paying their assessments in a timely fashion; and that the association is managed in an open and fiscally responsible manner.



CommonTerra The publication of the San Antonio Chapter, CAI *the source* of responsible communities

Mission Statement : To enhance community association living in San Antonio and South Texas by promoting leadership excellence and professionalism through education, communication, advocacy and resources

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“Because of you,
we’ve reached a
major milestone —
for the first time
ever, the CAI San
Antonio Chapter
has grown to over
400 members...”



The President’s Message —

CAI San Antonio Chapter Members,

I want to take a moment to sincerely thank each and every one of you for your continued support, enthusiasm, and commitment to our Chapter. Because of you, we’ve reached a major milestone — for the first time ever, the CAI San Antonio Chapter has grown to over 400 members! This incredible achievement speaks volumes about the strength of our community and the value we bring to one another.

A special highlight of the year so far was our Annual Awards Gala at La Cantera Resort. What a night! Over 300 of our community association managers, volunteer leaders, and business partners gathered for an unforgettable evening. The event featured a delicious dinner, live music that got everyone moving, and even a surprise cameo appearance by Ice T — a moment none of us will forget anytime soon! We were honored to recognize the outstanding contributions of individuals and organizations that make our Chapter thrive. Thank you to everyone who helped make the gala a success — from planning to participation, it was a true team effort.

As we look ahead to the summer, we encourage you to stay engaged with CAI San Antonio. Whether you’re attending educational programs, networking events, or just connecting with fellow members, your involvement is what keeps this Chapter strong and growing. We’re excited about what’s to come and can’t wait to share it with you.

Here’s to a bright summer and an even brighter future for our Chapter!

Your Community Association
Partner,

Harmon Hamann,
President, CAI San Antonio



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Party Room Rentals

By Brian Kalmenson, Michael Berg, Terri Guest



Should we ask homeowners who rent out the party room for a one-day certificate of insurance? How do other communities deal with party room rentals?

Some homeowners and condominium unit owner insurance carriers are willing to add an association common space to the owner's policy. But this is becoming rarer as the market hardens. In addition, there are questions of how extensive this endorsement is, specifically whether it would cover a fire caused by the owner while in control of the common area. In general, we recommend the owner secure a single-day event liability

policy to protect the association and membership.

The liability exposure remains with the owner's insurance, which safeguards exposure to the association and its own insurance policies.

The association should require the clubhouse renter to provide a copy of a certificate of insurance naming the association as an additional insured as part of the rental agreement. By requiring this, the association membership is protected in the event something bad happens and an injured party decides to sue everyone — the party thrower, the association, etc.

Yes, it is always recommended that a community association have some sort of protection secured if they rent out common facilities to a member. This is typically either by way of an additional insured endorsement on the homeowners' insurance policy or a standalone special event policy. If an incident occurs during the owner's event, the association is usually brought into the claim. By having the owner's insurance extend protections for the association, it puts the owner's insurance in the first position for defense and indemnity even if the claim is only made against the association and doesn't name the owner.

The liability exposure remains with the owner's insurance, which safeguards exposure to the association and its own insurance policies. In the current insurance climate, it may be more advisable for owners to take out special event policies for renting common facilities as insurance is getting harder to come by. A claim on the homeowner's policy may cause complications for renewal while a claim on the special event policy is less impactful since it's not a recurring policy.

About the Authors

Brian Kalmenson is president of Gemini Insurance Agency in San Diego. Michael Berg is the vice president of acquisitions & company culture for Berg Insurance Agency in partnership with LaBarre/Oksnee in Rancho Santa Margarita, Calif. Terri Guest is the director of client experience & education for Berg Insurance Agency in partnership with LaBarre/Oksnee in Rancho Santa Margarita, Calif.

89th Texas Legislative Session Updates

(Cont from page 1)

Status – HB 359 – Referred to Trade, Workforce & Economic Development Committee on 2/28/25; HB 517 – Passed by the House on 4/23/25; SB 542 – Left Pending in Committee on 3/18/25

This bill adds new subsection 202.008 to Chapter 202 of the Property Code prohibiting POAs from fining a property owner for violating a covenant requiring an owner maintain green vegetation or turf during a period of watering restriction mandated by a city, utility, or other supplier during a drought and for a reasonable period following such water restriction.

HB 431 – Relating to the regulation by a property owners' association of the installation of solar roof tiles

Author – Cortez

Status – Committee report sent to Calendars on 4/11/25
This bill amends Sec. 202.010(a)(2) of the Property Code adding “solar roof tile” to the definition of “Solar energy device” (defined in Sec. 171.107, Tax Code). With this change, POAs would not be able prohibit or restrict (other than exceptions already included in this section) an owner from installing solar roof tiles.

HB 621 – Relating to the authority of a POA to regulate the assembly, association, and speech of property owners or residents related to governmental officials or candidates for political office.

Author – Patterson

Status – Committee report sent to Calendars on 4/22/25
This bill amends Chapter 202 of the Property Code adding new subsection 202.013 prohibiting an association from preventing an owner or resident from inviting government officials and candidates for office to address or meet with members, residents, or invitees in common areas of the association. The association may require these meetings to abide by the same provisions that apply to any other gathering held in a common area. It does not apply to common areas not made available for meetings or POAs that qualify as tax exempt.

SB 690/HB 336 – Relating to the authority of sheriffs and constables to enter into contracts to provide law enforcement services in certain counties and county financial authority in relation to sheriffs and constables in certain counties.

Authors – SB 690 – Kolkhorst; HB 336 – Schofield

Status – SB 690 – Referred to Local Government Committee on 2/3/25; HB 336 – Failed to receive affirmative vote in committee on 4/7/25

The bill amends Chapter 85 of the Local Government Code by adding Sec. 85.025 to allow the sheriffs of

counties with a population of 1 million or more to enter into a contract with a POA in their county for law enforcement services.

HB 1349/SB 711 – Relating to property owners' associations, including condominium unit owners' associations.

Authors – HB 1349 – Turner; SB 711 – Hughes

Status – HB 1349 – Committee report sent to Calendars on 4/22/25; SB 711 – Passed Senate on 4/10/25 and Referred to House Trade, Workforce & Economic Development Committee on 4/17/25

This was the compromise bill promoted in 2023 by TLAC, Texas Realtors, and TCAA, working with key legislators (but ultimately vetoed by the Governor). It addresses many concerns resulting from legislation passed in 2021.

It amends 4 sections in Chapter 82 of the Property Code, 1 section in Chapter 202 of the Property Code, and 2 sections in Chapter 209 of the Property.

The Chapter 82 amendments include: requiring associations with at least 60 units or managed associations to have a website with the recorded dedicatory instruments accessible to association members; requires management certificates to include amendments to the declaration, telephone number and email of the management company, website address where dedicatory instruments are available, and the amount or description of fees charged to a seller or buyer relating to the transfer of a unit. Within 7 days after the management certificate is recorded with the county, it must be filed with TREC. A unit owner is not liable for attorney fees or interest for delinquent assessments during the period a management certificate is not recorded or filed. The fee for a resale certificate is capped at \$375.

Amends Section 202.023(c) of the Property Code regarding perimeter fencing allowing an association to: (i) prohibit fencing that obstructs a sidewalk, drainage area, or easement or license areas; (ii) require a driveway gate to be set back at least 10 feet from the street; (iii) prohibit the installation of fencing (after 9/1/25) in front of the front-most building line of a dwelling unless the residential address is exempt from public disclosure or law enforcement determines the owner needs enhanced security.

The proposed changes to Chapter 209 create a process for solicitation of candidates to serve on the architectural review authority (ARA) including a 10-day period before election or appointment to the members sent via mail, conspicuous posting and email, or website posting

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and email. Potential candidates for the ARA have 10 days to notify the association of an interest in serving. If a vacancy remains on the ARA after the solicitation of candidates, the board may appoint to fill the vacancy including a person not otherwise eligible (board member, board member's spouse, or a person residing in a board member's household).

HB 1862 – Relating to the funding of, contracting with, and employment for law enforcement agencies in certain counties.

Author – Oliverson

Status – Left pending in subcommittee on 4/7/25

The bill offers similar amendments to SB 690, but the requirements on population size for the counties is 1.2 million.

HB 1926 – Relating to organization of, meetings of, and voting by condominium unit owners' associations and property owners' associations.

Author – Darby

Status – Committee report sent to Calendars on 4/22/25

This bill amends Chapters 82 and 209 of the Property Code by amending multiple sections of Chapter 82 for procedural elements. The bill also amends Sec.

82.108 by adding (b-1) which would allow a condominium association to hold a meeting by any method of communication, including electronic and telephonic, as provided by Sec. 6.002 of the Business Organizations Code. Sec. 209.00592(a-1) would be amended by adding electronic voting to one of the required voting means associations have to choose from to offer homeowners.

HB 2013 – Relating to the authority of certain property owner's association to prohibit or restrict the keeping of chickens.

Author – Bell

Status – Committee report sent to Calendars on 4/16/25

This bill amends Sec. 202.007 of the Property Code adding the keeping chickens if a municipal ordinance authorizes an owner to keep chickens on the property to the list of items POAs cannot restrict owners from having.

HB 2269 – Relating to a property owners' association's authority to require installation or maintenance of grass or turf landscaping.

Author – Isaac

Status – Scheduled for public hearing on 4/23/25

This bill amends Sec. 202.007 preventing POAs from

requiring a property owner to plant or install grass or turf or maintain living grass or turf. (This bill does not include the chicken provision found in HB 2013).

HB 2842 – Relating to the control by lethal means of white-tailed deer in certain areas.

Author – Zwiener

Status – Placed on Local, Consent, and Res. Calendar on 4/25/25

This bill amends several sections of the Parks and Wildlife Code. Adds various notice and evidence requirements for POAs and other entities to control the white-tail deer population when recreational hunting is not feasible for controlling the population.

SB 1935 – Relating to the composition and operation of a property owners' association board.

Author – Hinojosa, Juan "Chuy"

Status – Left pending in committee on 4/7/25

A large bill affecting several sections of Chapter 209. The bill amends Sec. 209.0051 (c-1) stating a board meeting must be held within 10 miles of the subdivision, if a majority of the Board is not elected by owners.

Next, Sec. 209.00591 is amended by amending Subsection (c) and adding Subsections (d), (e) and (f) changing the thresholds for developer control transition to be:

- 1/3 of board members must be owner elected 120 days after a majority of the lots are conveyed to owners other than the declarant or builders
- Majority of the board members elected by owners 120 days after 75 percent of lots conveyed to owners other than developer or builders; or if the Declaration does not specify the number of lots that may be created, a majority of the board must be elected by the members no later than the 10th anniversary of the recording of the Declaration

Sec. 209.0061 is amended by adding Subsection (e) requiring fines to be reasonable in the context of the nature and frequency of the violation and the effect of the violation on the subdivision as a whole. If fines are allowed to accumulate, the association must set a reasonable maximum fine amount.

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Finally, the bill would add Sec. 209.018. This section would cap assessment increases at 5% per year unless the increase is approved by a vote of the majority of the total votes allocated to owners.

HB 4447/SB 2586 – Relating to information that a property owners' association must file with the Texas Real Estate Commission; authorizing an administrative penalty.

Authors – HB 4447 – Hickland; SB 2586 – Flores
Status – HB 4447 – Referred to Trade, Workforce & Economic Development on 4/2/25; SB 2586 – Left pending in committee on 4/15/25

This bill adds Sec. 209.00405 to the Property Code which requires POAs to file their rules and regulations with the Texas Real Estate Commission (TREC) no later than the 7th day after filing a management certificate. Failure to do so would result in a \$1,000 administrative penalty for the first day and \$500 per day for each subsequent day. The POA cannot not recoup the amount of the penalty from owners.

HB 4566 – Relating to a written request for access to or information from a property owners' association's books and records.

Author: Kitzman

Status: Referred to Trade, Workforce & Economic Development Committee on 4/3/25

The bill amends Sec. 209.005 of the Property Code by amending Subsection (E) and adding Subsections (e-1), (e-2) and (e-3). The bill modernizes records request requirements and eliminates the requirement of a written request to be submitted by certified mail. Requests could be submitted by U.S. mail, email, hand delivery, or any other appropriate method authorized by the Association, including fax or submission through the Association's website.

HB 4812/SB 2703 – Relating to the authority of a municipality or county to regulate condominiums.

Authors – HB 4812 – Oliverson; SB 2703 – Creighton
Status – HB 4812 – Left pending in committee on 4/17/25; SB 2703 – Scheduled for public hearing on 4/24/25

This bill amends Sec. 82.006 to state a condo declaration is not a subdivision of land for purposes of Chapters 212, 232, or 242 of the Local Government Code. Also, a municipality or county may not require the preparation or submission for approval of a subdivision plat in connection with the creation or alteration of a condominium under Chapter 82.

HB 5011 – Relating to certain protections for owners in a property owners' association.

Author – Reynolds

Status – Referred to Trade, Workforce & Economic Development Committee on 4/3/25

This bill adds Sec. 209.018 to the Property Code. This section would allow an owner in judicial action against POA to withhold assessment payment while action is pending. If the POA prevails in the action, the owner shall resume assessment payments. If the owner prevails, the POA may not file suit to collection assessment.

HB 5225 – Relating to the powers and duties of certain property owners' associations.

Author – Alders

Status – Referred to Trade, Workforce & Economic Development Committee on 4/7/25

An omnibus bill affecting multiple sections of Chapter 209 regarding fines, assessments, restrictions, common area usage and short-term rentals.

Sec. 209.0061

Fine policy has to include restriction on POA's authority to impose fines in unreasonable amounts

Sec. 209.0066

- A POA may not increase assessment one year to the next by an unreasonable amount (does not define unreasonable)

- POA can increase by unreasonable amount if approved by a majority of voters entitled to vote

- New Assessment Policy would be required which would include:

- General categories of restrictive covenants for which the POA may levy assessments

- Schedule of assessments for each category of common area maintenance and improvement

- Schedule of fees for use of amenities

POA may not levy assessment for maintenance or improvement of common area without approval from majority of voters entitled to vote

Sec. 209.0094

POA may not file an assessment lien if the debt securing the lien consists solely of a minor fine

Sec. 209.0151

- Removes much of POA's aesthetic control

- POA or ACC cannot adopt or enforce provision that restricts owner from making minor lot improvements that include:

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- Painting residence color of owner's choice
 - Perimeter fencing
- Improving landscaping on property as long as it is not in violation of building code

Sec. 209.016

- Owner required to seek POA approval for short-term rental

Defines short-term rental as residence rented wholly or partly for a fee and for a period less than 30 consecutive days

HB 5470/SB 2951 – Relating to the authority of sheriffs and constables to enter into contracts to provide law enforcement services in certain counties and county financial authority in relation to sheriffs and constables in certain counties.

Authors – HB 5470 – Schofield; SB 2951 – Betten-court

Status – HB 5470 – Referred to Subcommittee on County & Regional Government by Speaker on 4/7/25; SB 2951 – Referred to Local Government Committee on 4/7/25

This bill brings similar amendments to HB 1246, but the population requirement for counties are increased to counties of at least 3.3 million people.

SB 2783 – Relating to the authority of a property owners' association to regulate the display of certain flags.

Author – Birdwell

Status – Referred to Local Government Committee on 4/3/25

The bill amends Sec. 202.012(a) and (b) of the Property Code. The bill would allow owners to display a flag promoting a candidate for office, elected official, or political party during the period in which political signs can be displayed under Election Code Sec.

259.002. The POA would be able to enforce the same flag provision as other allowed flags and limit owner to only one flag for each candidate, official, or party.

HB 5438 – Relating to restrictions on residential leasing in property owners' associations.

Author – Bhojani

Status – Referred to Trade, Workforce & Economic Development on 4/7/25

The bill adds Sec. 202.0231 to the Property Code. The section would remove the POA's ability to enforce limits on residential leasing for lease terms over six months. Also, the POA cannot impose occupancy limits beyond those in Sec. 92.010 of the Property

Code.

The following bills are a curated selection of bills that specifically mention property owners associations. Bill status details are as of publish date.

Other Bills

HB 509 – Relating to the authority of certain entities and individuals to prevent individuals from accessing private property for the purpose of registering voters or communicating political messages.

Author – Bucy

Status – Referred to Elections Committee on 3/3/25

This bill amends Chapter 276 of the Election Code by adding new subsection 276.020 authorizing door-to-door canvassing and political messaging. An HOA or POA (as well as political subdivision or property manager) may not adopt or enforce a rule that prevents an individual from knocking on the front door of a residential unit, ringing the doorbell, or leaving written communication at the unit for the purpose of:

1. Assisting an occupant with registering to vote; or
- Communicating to an occupant support or opposition for: a candidate for nomination or election; a political party; or a measure (defined in 251.001).

A POA or HOA can adopt and enforce a reasonable restriction on the time, place, or manner of canvassing or messaging.

HB 648 – Relating to the regulation of clotheslines by a POA.

Author – Cortez

Status – Left pending in committee on 3/26/25

This bill amends Chapter 202 of the Property Code adding new subsection 202.013 prohibiting an association from preventing owners from installing or using a clothesline on their property. It does not prohibit the enforcement of a restriction that prohibits a clothesline: adjudicated by a court that threatens public health or safety or violates a law; located on property owned or maintained by the POA; located in a common area; or is visible above an owner's fence line. Also does not prohibit enforcement of restriction that prohibits or requires prior approval for a clothesline located in an owner's front or side yard or patio.

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What is a Quorum and Why is it Important to an HOA Board?

By Dawn Bauman

Many associations schedule their annual homeowners meeting in October and there will be talk of making a quorum, but what does that really mean?

A quorum is the minimum number of owners who must be at a meeting before business can be transacted. Business can include routine matters like passing a new budget or a special vote to modify the bylaws. It's in the board's best interest, and often required by the covenants to advertise what is on the agenda at the board meeting and why it is important to attend. State law tells us what that minimum number is for our association. It's relatively low, but we still have a tough time getting to it. It's a common problem in many associations. Meetings that don't have a quorum must be adjourned and rescheduled at a later date. This costs the association money and creates more work. And, achieving a quorum at a second meeting—if we couldn't get one the first time—is even harder. So, why bother to try again? Because the board is legally obligated to conduct an annual meeting. It's an important part of conducting association business. During the annual meeting, new board members are elected, and the coming year's budget is presented to the homeowners for approval. No quorum—no election, no budget. This means the current directors will have to continue serving until an election can be conducted. It also means that last year's budget will remain in effect until a valid meeting (one with a quorum) can be held to approve a new budget.

Good news: You can be “at” a meeting *and* across the country at the same time by signing a proxy, that's how you assign your vote, in writing, to another person. The association's governing documents outline who the proxy can be. Typically, it is the board president, treasurer, or community association manager. Proxies count toward the quorum, so they're very important to the association.

We ask you to complete a proxy form, even if you plan to attend the meeting. That's just in case something comes up that prevents you from attending. And, when you do attend the meeting,

your proxy will be returned to you.

Because proxies are so important to achieving a quorum, you may find us knocking on your door, calling on the phone, or even stopping you in the common areas asking you to sign a proxy form. We'll do anything to achieve a quorum. Without it, we can't do business, and eventually that affects you, the homeowner.

On the flip side, if you are a board member trying to make sure you achieve a quorum at your meeting, there are ways to improve your chances of achieving enough attendance to make a quorum. Some associations conduct their meeting before a community event or give neighbors an opportunity to fill out a proxy form at the community event. Others encourage member participation by raffling off door prizes at the meeting to attendees. Owners have a responsibility to vote on community issues. Understanding the significance of a quorum helps all homeowners be better neighbors.

About the Author



Dawn Bauman, Chief Strategy Officer. As CAI's lead advocate for federal and state legislative and regulatory affairs, Dawn works with volunteer leaders throughout the country serving on CAI legislative action and government affairs committees to advocate for strong and sensible public policy for America's community associations.



Rights and Responsibilities for Better Communities

Principles for Community Leaders

Community Leaders Have the Right To:

- Expect owners and non-owner residents to meet their financial obligations to the community.
- Expect residents to know and comply with the rules and regulations of the community and to stay informed by reading materials provided by the association.
- Respectful and honest treatment from residents.
- Conduct meetings in a positive and constructive atmosphere.
- Receive support and constructive input from owners and non-owner residents.
- Personal privacy at home and during leisure time in the community.
- Take advantage of educational opportunities (e.g., publications, training workshops) that are directly related to their responsibilities, and as approved by the association.

Community Leaders Have the Responsibility To:

- Fulfill their fiduciary duties to the community and exercise discretion in a manner they reasonably believe to be in the best interests of the community.
- Exercise sound business judgment and follow established management practices.
- Balance the needs and obligations of the community as a whole with those of individual homeowners and residents.
- Understand the association's governing documents and become educated with respect to applicable state and local laws, and to manage the community association accordingly.
- Establish committees or use other methods to obtain input from owners and non-owner residents.
- Conduct open, fair and well-publicized elections.
- Welcome and educate new members of the community—owners and non-owner residents alike.
- Encourage input from residents on issues affecting them personally and the community as a whole.
- Encourage events that foster neighborliness and a sense of community.
- Conduct business in a transparent manner when feasible and appropriate.
- Allow homeowners access to appropriate community records, when requested.
- Collect all monies due from owners and non-owner residents.
- Devise appropriate and reasonable arrangements, when needed and as feasible, to facilitate the ability of individual homeowners to meet their financial obligations to the community.
- Provide a process residents can use to appeal decisions affecting their non-routine financial responsibilities or property rights—where permitted by law and the association's governing documents.
- Initiate foreclosure proceedings only as a measure of last resort.
- Make covenants, conditions and restrictions as understandable as possible, adding clarifying "lay" language or supplementary materials when drafting or revising the documents.
- Provide complete and timely disclosure of personal and financial conflicts of interest related to the actions of community leaders, e.g., officers, the board and committees. (Community associations may want to develop a code of ethics.)

NOTE: The complete list of rights and responsibilities for better communities for homeowners and community leaders can be found for free at www.Caionline.org.

Texas POA Law: The Cliff Notes Version

(Cont. from page 1)

Chapter 209 – Set of laws governing a residential subdivision that is subject to restrictions or provisions in a declaration that authorize the property owners' association to collect regular or special assessments on all or a majority of the property in the subdivision.

Chapter 202 – Set of laws that apply to condominiums, single-family and townhome associations.

Chapter 204 – Only applies to a couple of associations located in certain counties referenced in Sec. 204.002 of the Property Code.

Chapter 207 – Set of laws relating to disclosure of information by POAs.

Specific Statutes in Texas POA Law to Remember Condominiums

Sec. 82.067 Amendment of Declaration – Details procedure for amending Declaration. Specifies Declaration can only be amended by a vote that includes at least 67 percent of the current allocated votes, or any larger majority specified in the Declaration. Sec. 82.102 Powers of Unit Owners' Association – All-encompassing law giving the Board the power to act and conduct business on behalf of the association, which includes adopting and amending bylaws, adopting and amending regulations, collecting assessments, entering contracts and more. Sec. 82.108 Meetings – Outlines the who, what, when, where, why and how for condominium board meetings and also what voting issues the board is not allowed to take action on via unanimous written consent without holding a meeting.

82.111 Insurance – This section explains the minimum insurance requirements the condominium association must maintain. The section also explains steps to repair damaged areas, which party covers the costs and how the association's insurance may be applied.

82.113 Association's Lien for Assessments – Grants the association the authority to foreclose on delinquent assessments.

82.1141 Access to Association Records – Outlines the procedures for a unit owner to make a request to view the association's books and records, provides a timeline and procedure an association is to follow to make its books and records available following the request of a unit owner and how the association is to apply fees for reasonable costs of making the records available.

Single-Family

209.005 Association Records – Outlines the procedures for an owner to make a request to view the association's books and records, provides a timeline and procedure an

association is to follow to make its books and records available following the request of an owner and includes requirements that the association adopts a records production and copying policy, which prescribes the costs the association will charge for the compilation, production, and reproduction of information, and that associations consisting of more than 14 lots have a document retention policy, which includes dates for how long certain types of documents must be retained by the association.

209.00505 Architectural Review Authority – Applies to associations of more than 40 lots and not under declarant control. States that a member of the ACC cannot be a board member, board member's spouse, or someone living in a board member's home. Details the owner's right to request a hearing regarding a denial of an ACC application on or before the 30th day after notice was mailed to the owner and the hearing is to take place on or before the 30th day after the Board receives the owner's request.

209.0051 Open Board Meetings – Provides specific details on where and how a board meeting is to be conducted. Outlines the options for notice requirements, which includes the option to send via email at least 144 hours before the start of a regular board meeting and 72 hours before the start of a special board meeting. The section also lists the 15 items that must be discussed in the open session of a board meeting: (1) fines; (2) damage assessments; (3) initiation of foreclosure actions; (4) initiation of enforcement actions, excluding temporary restraining orders or violations involving a threat to health or safety; (5) increases in assessments; (6) levying of special assessments; (7) appeals from a denial of architectural control approval; (8) a suspension of a right of a particular owner before the owner has an opportunity to attend a board meeting to present the owner's position, including any defense, on the issue; (9) lending or borrowing money; (10) the adoption or amendment of a dedicatory instrument; (11) the approval of an annual budget or the approval of an amendment of an annual budget; (12) the sale or purchase of real property; (13) the filling of a vacancy on the board; (14) the construction of capital improvements other than the repair, replacement, or enhancement of existing capital improve

(Cont. on pg 13)

Texas POA Law: The Cliff Notes Version

(Cont. from page 12)

ments; or (15) the election of an officer.

209.006 Notice Required Before Enforcement Action – Breakdown of notice requirements for deed restriction violations. The notice is to include description of violation, the date by which violation is to be cured and details on owner's right to hearing. The notice must be sent before the usage of common area can be suspended. The section also includes examples of curable and incurable violations.

209.0063 Priority of Payments – Order of how delinquent assessment payments must be applied:

(1) any delinquent assessment; (2) any current assessment (3) any reasonable attorney's fees or reasonable third party collection costs incurred by the association associated solely with assessments or any other charge that could provide the basis for foreclosure; (4) any reasonable attorney's fees incurred by the association that are not subject to Subdivision (3); (5) any reasonable fines assessed by the association; and (6) any other reasonable amount owed to the association.

209.0064 Third Party Collections – Outlines notices to homeowners for delinquent assessments that includes each delinquent amount and total amount to make account current, options for payment plan, if required by statute or dedicatory instruments, 45-day period to cure before collection actions begin.

Terms to Remember

Dedicatory Instruments – Also known as the governing documents, the documents that lay the foundation for the community.

Plat – Framework for the community that identifies lots, setbacks, streets, common areas, easements, etc. Must be filed with the county(ies) in which the property lies.

Declaration – An instrument filed in the real property records of a county that includes restrictive covenants that are applicable to an association.

Certificate of Formation – Formerly known as the Articles of Incorporation. Creates the association and sets forth its purpose, creates and names the initial board of directors.

Bylaws – Provides framework for corporate governance and how the corporation functions. Examples include meetings, quorum, notice, election of directors, powers and duties of Board, Officer responsibilities, etc.

Architectural/Builder Guidelines – Creates parameters and requirements relating to the aesthetics of the community and places limitations on what is allowed on the lots and exterior of the homes. Examples include paint color, landscaping requirements, fence style, etc.

Rules and Regulations/ Policies – Detailed procedure for enforcement of specific restrictions, fills in the gaps and provides a more topic-focused document.

Assessment – Amount due to the association by every lot or unit owner. Provides the funds for the operation of the association, which includes common area maintenance and landscaping, insurance, vendor payments, etc.

Deed Restrictions – Set of rules that must be followed by all homeowners. Examples include parking rules, hours for trash can placement, lot maintenance, etc.

The list of laws and terms provided are just the beginning in the journey of learning all that is involved within the POA industry. This list can serve not just as a way for new community managers or board members to learn the industry; it can also serve as a valuable refresher for those with years of experience.

About the Author



Eric Tonsul is a Shareholder in the firm's Real Estate section as a leader of the Community Association Team. His practice includes representation of land developers, community associations, condominium associations and other common interest communities. Eric is Board Certified in Property Owners Association Law by the Texas Board of Legal Specialization. Eric graduated from South Texas College of Law in 2000.



89th Texas Legislative Session Updates

(Cont. from page 9)

SB 700/HB 918 – Relating to the authority of a property owners’ association to regulate the assembly, association, and speech of property owners or residents.

Authors – SB 700 – Kolkhorst; HB 918 – Schofield
Status – SB 700 – Referred to State Affairs Committee on 2/3/25; HB 918 – Referred to Trade, Workforce & Economic Development Committee on 3/6/25

This bill amends Chapter 202 of the Property Code adding subsection 202.013. SB 700 has similar language to HB 621 but does not include provisions that would allow the association to apply existing provisions for common areas to these types of gatherings.

HB 1087/SB 704 – Relating to the process for filling a board vacancy of certain POAs.

Authors – HB 1087 – Schofield; SB 704 – Kolkhorst
Status – HB 1087 – Referred to Trade, Workforce & Economic Development Committee on 3/7/25; SB 704 – Referred to Senate Local Government Committee on 2/7/25
This bill amends Chapter 209 of the Property Code by amending Sec. 209.00593(a) of the Property Code requiring all association board members to be elected. Any intermittent vacancies must be filled by special election of members.

HB 1133 – Relating to the authority of a POA to prohibit or regulate certain swim instruction provided in a pool on an owner’s or resident’s property.

Author – Isaac
Status – Referred to Trade, Workforce & Economic Development Committee on 3/7/25

This bill amends Chapter 202 of the Property Code adding new subsection 202.008, “Regulation of Certain Swimming Lessons.” It prohibits adoption or enforcement of a provision in the dedicatory instrument that restricts or prohibits a certified swim instructor (owner, resident, or guest) from providing certified swim instruction in a pool on the owner’s or resident’s property. A POA may adopt or enforce a provision requiring:

1. The instruction be located in the back yard of the property, not visible from the front street, that it does not occur earlier than 8a.m. or later than 8p.m., and is not provided to more than four people at one time; and
- An individual participating in the instruction has access to a permanent restroom that is connected to water and sewer and located in the property’s principal dwelling, an attached garage, or an accessory building on the property.

HB 1246 – Relating to the authority of sheriffs and constables to enter into contracts to provide law enforcement services and county financial authority in relation to sheriffs and constables.

Author – Schofield
Status – Withdrawn from public hearing schedule on

3/17/25

This bill amends Chapters 85 and 86 of the Local Government Code authorizing a sheriff or constable to enter into a contract with a POA or landowner in a subdivision to provide law enforcement services.

The bill also amends Chapter 130 of the Local Government Code prohibiting a county from transferring funds appropriated to a sheriff’s or constable’s office or to the county’s general fund or prohibiting the sheriff or constable from spending appropriated funds for any lawful purpose. A county also must credit the sheriff’s or constable’s office for the money received from any contracts with POAs or other landowners for services and may not reduce a sheriff’s or constable’s budget by the amount of money received from those contracts.

HB 1432 – Relating to restrictive covenants regulating certain landscaping and water conservation practices.

Author – Goodwin
Status – Referred to Trade, Workforce & Economic Development Committee on 3/11/25

Summary: This bill amends Secs. 202.007(a) and (d) of the Property Code regarding landscaping and water conservation practices. The bill clarifies that a POA may not prohibit or restrict an owner from using drought-resistant landscaping in lieu of natural turf. The law would still provide exceptions, including POAs requiring owners submit a detailed landscaping description or plan for review and approval, but this bill would clarify that a representative outline or diagram from the owner is sufficient and would not require the description or plan be prepared by a landscape architect or other landscaping professional.

HB 1486 – Relating to dedicatory instruments prohibiting or restricting the display of Thin Blue Line flags by a property owners’ association.

Author – Louderback
Status – Referred to Trade, Workforce & Economic Development Committee on 3/11/25

This bill amends Texas Property Code Section 202.012 to add the “Thin Blue Line” flag to the list of flags the display of which property owners’ associations cannot prohibit. As defined by HB 1486, this is a “Thin Blue Line” flag:

Property owners’ associations will be able to regulate the display of the “Thin Blue Line” flag only to the extent they are currently permitted to regulate the display of the flags of the United States, Texas, and branches of the armed forces.

HB 1812 – Relating to the maintenance and use of (Cont. on pg 15)

89th Texas Legislative Session Updates

(Cont. from page 14)

common areas owned by a property owners' association.

Author – Patterson

Status – Referred to Trade, Workforce & Economic Development Committee on 3/14/25

This bill amends Chapter 209 of the Property Code adding new subsection 209.018 requiring the POA to maintain the necessary fixtures and personal property related to the common areas in accordance with the same provisions or restrictions the owners have to follow for their personal property.

HB 2082 – Relating to ensuring access to the right to vote by all eligible voters

Author – Bucy

Status – Referred to Elections Committee on 3/14/25

An omnibus election related bill with a small portion affecting POAs. This bill would amend Sec. 276.020 of the Election Code preventing POAs from enforcing policies that prevent an individual from knocking on a door, ringing a door bell or leaving a pamphlet for the purposes of registering the occupant to vote or communicating support or opposition to a candidate for office, political party or political measure. The bill would allow the POA to adopt restrictions on the time, place or manner the activity is allowed.

HB 2280 – Relating to the authority of a property owners' association to regulate a property owner's display of political signs.

Author – Schofield

Status – Referred to Trade, Workforce & Economic Development Committee on 3/14/25

This bill amends Sec. 259.002 of the Election Code to prohibit the POA from issuing a violation if the political sign is displayed according to Sec. 259.002. The property owner is entitled to injunctive relief if they receive a violation notice. The court shall also award reasonable attorney's fees to a property owner who prevails.

HB 2398 – Relating to the governance of property owner's associations.

Author – Bucy

Status – Referred to Trade, Workforce & Economic Development Committee on 3/14/25

This bill adds three subsections to §209.0041, Tex. Prop. Code, allowing for the amendment of dedicatory instruments, excluding declarations, by a majority vote of property owners. If a dedicatory instrument specifies a higher percentage for amendments, that specified percentage will take precedence. Existing quorum requirements within a dedicatory instrument will apply to any amendment votes.

The bill also adds §209.00592(h), allowing the county attorney to sue for injunctive relief to restrain or remedy a violation of §209.00592 (VOTING; QUORUM).

Similarly, the bill adds §209.00593(c-1), allowing the county attorney to sue for injunctive relief to restrain or remedy a violation of §209.00593 (ELECTION OF BOARD MEMBERS).

The bill also adds 209.018 (BOARD ACTION; BOARD MEMBERS AND OFFICERS AS FIDUCIARIES), stating that “the board shall act in all instances on behalf of the property owners’ association if in the good-faith judgment of the board the action is reasonable.” The section also makes each officer or board member a fiduciary to the Association members. Finally, the section states that all acts of the Association must be by and through the board “unless otherwise provided by the declaration or bylaws or by law.”

HB 2504 – Relating to fees charged by certain property owners' associations for resale certificates and updates of resale certificates.

Author – Hayes

Status – Referred to Trade, Workforce & Economic Development Committee on 3/17/25

This bill adds another sentence to §207.003(c), Tex. Prop. Code, capping all charges for resale certificates at \$375 and updates at \$75. Does not appear to allow for expedited charges or other costs in excess of the statutory maximum.

HB 2630 – Relating to declarant control of certain property owner's associations

Author – Harris Davila

Status – Referred to Trade, Workforce & Economic Development Committee on 3/18/25

This Bill would modify Section 209.00591 of the Texas Property, which currently governs the timing of transition of control of a Board of Directors of a property owners association from declarant control to property owner control.

This Bill will require at least one Board member to be elected by owners other than a declarant within 120 days from the date 50% of the lots that may be created and made subject to the Declaration are conveyed to owners other than a declarant or builders.

This Bill leaves in place the current requirement that 1/3 of the Board be elected by owners other than the declarant within 120 days of 75% of the lots being conveyed to owners other than a declarant or a builder. Section 209.00591 currently provides that if the Declaration does not include the number of lots that may be created and made subject to the Declaration, then 1/3 of the Board

Cont. on pg 17)

REQUEST FOR PROPOSALS (RFP) CHECKLIST

This Request for Proposals (RFP) checklist is designed to assist you in finding a management company that values the CMCA (Certified Manager of Community Associations) credential and the professionalism it represents. The checklist will guide you through the essential aspects to consider when evaluating proposals from management companies, including their expertise, experience, and dedication to ethical conduct.

The following are items you should consider when reviewing bids from management companies:

- **Company background and experience:** Evaluate the management company's years of experience, size, and the types of communities they have managed.
- **CMCA-certified manager:** Confirm that the manager assigned to your community will be CMCA-certified and has the expertise to handle your community's unique needs. [Click here to download interview questions.](#)
- **Value of certification and professionalism:** Assess the management company's commitment to certification, professional development, and industry standards.
- **Communication and transparency:** Understand the company's approach to communication with the board, homeowners, and service providers, as well as their reporting procedures.
- **Financial management:** Evaluate their financial management processes, including budgeting, financial reporting, and collection policies.
- **Maintenance and property management:** Review their property maintenance, vendor management, and project supervision approach.
- **Technology and software:** Inquire about the company's use of technology and software solutions for community management tasks, such as accounting, work orders, and communication.
- **Pricing and contract terms:** Compare the management company's pricing structure, contract terms, and any additional fees to ensure it aligns with your community's budget and expectations.
- **Client references:** Request references from other communities the management company has worked with and follow up to get firsthand feedback on their performance.
- **Customization and flexibility:** Assess the management company's ability to adapt to your community's unique needs and provide customized solutions. The CMCA is the only credential in community association management accredited under the National Commission for Certifying Agencies (NCCA) and the International Organization for Standardization's ISO 17024 standards.

By prioritizing the CMCA credential, you ensure high knowledge, competence, and ethical conduct in community association management. We wish you the best in finding the perfect fit for your community association.

CAMICBSM

Community Association Managers
International Certification Board

89th Texas Legislative Session Updates

(Cont. from page 15)

must be elected by owners other than on the 10th anniversary of the date the Declaration was recorded.

This Bill reduces such time period to the 5th anniversary.

HB 2828 – Relating to partial payment by an owner of an amount owed to a property owner’s association.

Author – Paul

Status – Referred to Trade, Workforce & Economic Development Committee on 3/19/25

This bill adds Sec. 209.00635 to the Property Code. The POA would not be required to accept partial payment of any amount owed to the association unless it is a part of a payment plan or other written agreement with the owner.

HB 3381 – Relating to prohibiting a person from simultaneously serving as the presiding officer of the board of a property owners’ association and as the president of the board of a municipal utility district.

Author – Rosenthal

Status – Referred to Trade, Workforce & Economic Development Committee on 3/21/25

This bill adds subsection a-4 to Sec. 209.00591 of the Property Code prohibiting a person from serving as president of a POA board and president of a MUD board at the same time.

HB 3908 – Relating to the violation of the restrictions, bylaws, or rules of a property owners’ association.

Author – Gerdes

Status – Filed

This bill adds subsections a-1 and a-2 to Sec. 209.006 of the Property Code requiring the notice of a violation for the restrictions, bylaws, or rules to be provided no later than 180 days after the violation occurs. If the violation is not sent before 180 days, a fine cannot be issued. The bill also amends Sec. 209.0061 adding subsection e stating the fine must be levied before the 180th day after the violation or the 30th day after the notice is given, whichever is later.

HB 4356 – Relating to restrictive covenants prohibiting the display of a sign containing a political message.

Author – Toth

Status – Filed

Adds Subsection (b-1) to Sec. 259.002 of the Election Code. This bill would prohibit a POA from enforcing or adopting a restriction that prohibits an owner from displaying at least one sign that contains primarily a politi-

cal message.

HB 4566 – Relating to a written request for access to or information from a property owners’ association’s books and records.

Author: Kitzman

Status: Referred to Trade, Workforce & Economic Development Committee on 4/3/25

The bill amends Sec. 209.005 of the Property Code by amending Subsection (E) and adding Subsections (e-1), (e-2) and (e-3). The bill modernizes records request requirements and eliminates the requirement of a written request to be submitted by certified mail. Requests could be submitted by U.S. mail, email, hand delivery, or any other appropriate method authorized by the Association, including fax or submission through the Association’s website.

SB 141 – Relating to the authority of a municipality or a property owners’ association to regulate the raising or keeping of chickens.

Author – Hall

Status – Referred to Local Government Committee on 2/3/25

This bill amends Chapter 202 of the Property Code, adding new subsection 202.025 prohibiting POAs from preventing the raising and keeping of six or fewer chickens on a single-family residential lot. This applies only to restrictive covenants created on or after September 1, 2025. A POA may adopt and enforce a covenant that limits the number of chickens to six, prohibits the breeding of poultry, prohibits roosters, or requires a minimum distance between a chicken coop and another lot.

About the Author



Clint Brown is an Equity Shareholder and joined the firm’s real estate section in 2012. He currently leads the firm’s property owners association division with Marc Markel. Mr. Brown represents community associations, develop-

ers, developer-controlled associations, and commercial associations throughout Texas and his practice area focuses on bankruptcy law, corporate law and all aspects of community association law.

TICKETS

\$125 - CAI SA Member

\$150 - Prospective/Non-Member

*Ticket prices increase after March 7, 2025.

Visit www.caisa.org to reserve your seat!



MARCH 28

2025

La Cantera Resort & Spa

6:00 pm - 11:00 pm



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Krystle Botello
Alamo Management Group

2024 CHAPTER VOLUNTEER OF THE YEAR





Michael McMahon, CMCA, AMS
SBB Community Management

2024 COMMUNITY MANAGER OF THE YEAR AWARD – PORTFOLIO





Angel Gonzalez
RealManage, AAMC

2024 RISING STAR AWARD





2024 BUSINESS PARTNER OF THE YEAR





Cynthia Strickland
C.I.A. Services, Inc.

2024 SUPPORT STAFF OF THE YEAR

SAN ANTONIO CHAPTER
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Jena Abernathy
Cagle Pugh

2024 PRESIDENT'S AWARD

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Legacy Award
Recipient

Arthur Downey Jr.

SAN ANTONIO CHAPTER
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Stephanie Valle
RealManage, AAMC

2024 COMMUNITY MANAGER OF THE YEAR AWARD – ONSITE

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Dewayne H. Nelson
The Overlook HOA

2024 HOMEOWNER OF THE YEAR

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Stone Mountain
POA

2024 COMMUNITY OF THE YEAR – MEDIUM

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Elm Creek
Owners Association

2024 COMMUNITY OF THE YEAR – LARGE

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Riverstone at Westpointe
Master Community
Association

2024 COMMUNITY OF THE YEAR – MEGA

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Esperanza Community
Association

2024 COMMUNITY OF THE YEAR – EXTRA LARGE

CED Corner



Jesus Azanza
Chapter Executive Director

We have exciting news to share — and a little encouragement too!

First, we are thrilled and honored to announce that the CAI San Antonio Chapter has received a National award for our 2024 Expo! This award recognizes our chapter's out-of-the-box thinking and innovative approach to planning and executing our largest annual event. It's a true reflection of the creativity, collaboration, and dedication of everyone involved — and we couldn't be prouder of this recognition!

With that in mind, we want to remind you that you get out of this organization what you put into it. Whether it's growing professionally, building meaningful relationships, or staying ahead in a rapidly changing industry — it all starts by showing up and participating.

That means:

- Attending events (we promise they're worth it)
- Reading our emails (we pack

them with opportunities, updates, and resources)

- And most importantly, getting involved.

One of the best ways to dive in is by joining one of our many committees. These groups are the heart of our chapter — where the magic happens, ideas grow, and real connections are made. If you're ready to take that next step, reach out to Jesus Azanza at ced@caisa.org and he'll help you find the right fit.

Let's keep the momentum going. We're just getting started — and we'd love to have you along for the ride.

With appreciation,

Jesus Azanza, Executive Director
CAI San Antonio Chapter

Until next time!

Jesus



Our Mission Statement is....

"To Enhance Community Association Living in San Antonio and South Texas by Promoting Leadership Excellence and Professionalism Through Education, Communication, Advocacy and Resources."

Jesus Azanza, CED
ced@caisa.org
210-389-6382

Visit our website at:
www.caisa.org



Who's Eligible to Serve on Your HOA Board?

By Laura Otto

Community association board members are leaders, community supporters, and elected officials responsible for maintaining and enhancing residents' quality of life. How can a community ensure it has the most competent and qualified board candidates?

Determining who can serve on a board boils down to two essential components: eligibility to serve and the skills and characteristics that may help an individual with the formal responsibilities the board must carry out. Some communities offer specific guidance on who can serve in their governing documents.

Attorney Marshal Granor, owner of Granor & Granor in Horsham, Pa., represents a few communities that use nominating committees to vet candidates prior to the election.

"When the boards I represent or am on have a call for candidates, we state a candidate must be in 'good standing,'" says Granor, a fellow in CAI's College of Community Association Lawyers (CCAL).

In Pennsylvania, for example, a "unit owner in good standing is current in payment of assessments and fines unless the assessments or fines are directly related to a complaint filed with the Bureau of Consumer Protection in the Office of Attorney General," explains Granor. Complaints against the candidate would be considered in the vetting process.

If someone self-nominates as a board candidate or is nominated by another member, someone—a community manager, board member, or nominating committee—should make certain the candidate is an owner. It's also a good idea to check association records to ensure the candidate isn't delinquent in assessments and doesn't have pending fines.

In most cases, "I don't see a responsibility in the governing documents for the board to do any vetting, but if the documents require 'Unit Owner in Good Standing' to be on the ballot, then it seems to me to be implied that someone must check," Granor says.

What Granor doesn't see in the vetting process is a

necessity to Google a candidate, check their credit score, or conduct a criminal background check. He says, "While I would argue their credit or even a past bankruptcy are not highly relevant to serving on a community board, certainly a criminal conviction could be a problem."

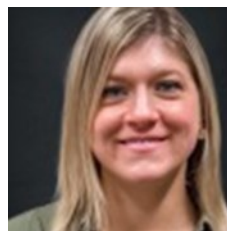
"I once had an association where the treasurer had a record of being convicted of stealing from a prior association where he was treasurer," Granor adds. "When it came to light, he was asked to resign, and he did."

Some communities also have conflicts of interest policies; these may not preclude an owner from serving on the board, but they may prevent the owner from voting on certain items.

Governing fairly, responsibly, and successfully should be the guiding principles for community association board members. CAI's Community Association Governance Guidelines and CAI's Model Code of Ethics for Community Association Board Members can help board members fulfill their volunteer duties with the community's best interests in mind.

For more information on nominating committees and vetting board members, visit the CAI Press Bookstore

About the Author



Laura Otto is editor of CAI's award-winning Community Manager. A seasoned journalist, Laura previously worked for a creative, advocacy agency in Washington, D.C., where she wrote and edited content for a variety of public health clients. Prior

to that, Laura served as a senior writer and editor for the George Washington University School of Medicine and Health Sciences. Laura is a graduate of Temple University in Philadelphia.







MODEL CODE OF ETHICS

CAI developed the Model Code of Ethics for Community Association Board Members to encourage the thoughtful consideration of ethical standards for community leaders. The model code is not meant to address every potential ethical dilemma but is offered as a basic framework that can be modified and adopted by any common-interest community.

Model Code of Ethics for Community Association Board Members

Board members should:

1. Strive at all times to serve the best interests of the association as a whole regardless of their personal interests.
2. Use sound judgment to make the best possible business decisions for the association, taking into consideration all available information, circumstances and resources.
3. Act within the boundaries of their authority as defined by law and the governing documents of the association.
4. Provide opportunities for residents to comment on decisions facing the association.
5. Perform their duties without bias for or against any individual or group of owners or non-owner residents.
6. Disclose personal or professional relationships with any company or individual who has or is seeking to have a business relationship with the association.
7. Conduct open, fair and well-publicized elections.
8. Always speak with one voice, supporting all duly adopted board decisions—even if the board member was in the minority regarding actions that may not have obtained unanimous consent.

Board members should not:

1. Reveal confidential information provided by contractors or share information with those bidding for association contracts unless specifically authorized by the board.
2. Make unauthorized promises to a contractor or bidder.
3. Advocate or support any action or activity that violates a law or regulatory requirement.
4. Use their positions or decision-making authority for personal gain or to seek advantage over another owner or non-owner resident.
5. Spend unauthorized association funds for their own personal use or benefit.
6. Accept any gifts—directly or indirectly—from owners, residents, contractors or suppliers.
7. Misrepresent known facts in any issue involving association business.
8. Divulge personal information about any association owner, resident or employee that was obtained in the performance of board duties.
9. Make personal attacks on colleagues, staff or residents.
10. Harass, threaten or attempt through any means to control or instill fear in any board member, owner, resident, employee or contractor.
11. Reveal to any owner, resident or other third party the discussions, decisions and comments made at any meeting of the board properly closed or held in executive session.

HOMEOWNER ASSOCIATION GUIDELINES

Many residents – owners and renters alike—don't really understand the fundamental nature of homeowner associations. Many others, including the media and government officials, lack a true understanding of the homeowner association concept.

What is the basic function of a homeowner association? What are the essential obligations and expectations of homeowners? What are the core principles that should guide association leaders?

1. Associations ensure that the collective rights and interests of homeowners are respected and preserved.
2. Associations are the most local form of representative democracy, with leaders elected by their neighbors to govern in the best interest of all residents.
3. Associations provide services and amenities to residents, protect property values and meet the established expectations of homeowners.
4. Associations succeed when they cultivate a true sense of community, active homeowner involvement and a culture of building consensus.
5. Association homeowners have the right to elect their community leaders and to use the democratic process to determine the policies that will protect their investments.
6. Association homeowners choose where to live and accept a contractual responsibility to abide by established policies and meet their financial obligations to the association.
7. Association leaders protect the community's financial health by using established management practices and sound business principles.
8. Association leaders have a legal and ethical obligation to adhere to the association's governing documents and abide by all applicable laws.
9. Association leaders seek an effective balance between the preferences of individual residents and the collective rights of homeowners.
10. Association leaders and residents should be reasonable, flexible and open to the possibility—and benefits—of compromise.



"CAI can give you exactly what you need."



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VOLUNTEER EVENT



Where: SA Food Bank Community Kitchen
Location: 5200 Historic Old Hwy 90, San Antonio, TX, 78227
Date: May 21, 2025
Time: 12:30 pm - 3:30 pm



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caisa.org

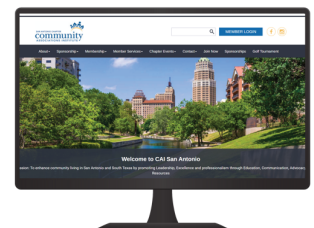
2025 DIAMOND ANNUAL SPONSORS



CAI RESOURCES



- [CAI Press](#)
- [CAI Board Leader Certificate](#)
- [Local and National publications](#)
- [Professional Management Development Program](#)
- (comprehensive educational courses for industry designations such as CMCA, AMS, LSM, and PCAM.)
- Daily members-only [Community Exchange](#)
- [HOA Hotline](#)



Total dues include optional foundation contribution

Student: \$35

Manager: \$149

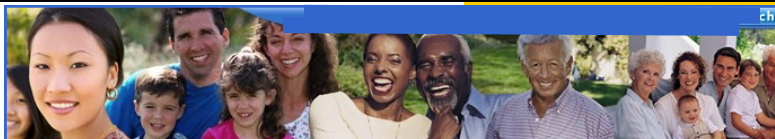
Management Company: \$445

CAVL Individual: \$140
Boards of up to 15: \$305

Business Partner: \$625

EVENTS CALENDAR

Mark yours today!



2025 CALENDAR OF EVENTS

MAY

May 7 – 10 — CAI Annual Conference & Exposition (Orlando, FL)

May 21 – San Antonio Food Bank — Warehouse Sorting & Packing (1 – 4 pm)

May 21 – Little Woodrow's (4:30 – 6:30 pm)

JUNE

June 10 — Educational Luncheon (TLAC Legislative Update) Maggiano's

JULY

July 18 — Educational Luncheon (Corpus Christi) – TLAC Legislative Update/
Board Workshop (9:30 am – 10:30 am and 10:30 am – 4:00 pm)

AUGUST

August 12 — Educational Luncheon— Maggiano's Little Italy

SEPTEMBER

September 3 – Cornhole Tournament—TLAC Fundraising Event

OCTOBER

October 3 — South Texas Community Associations Exposition

NOVEMBER

November 11 — Educational Luncheon at Maggiano's (Julie Adamen)

DECEMBER

December 10 — Annual Sponsor Appreciation Event (Location TBD)

**Luncheon Programs
are more popular
than ever!
Always
register early
and check
www.caisa.org
for *the* most
current
information
about
programs and events.**

NOTE: Location is San
Antonio TX unless other-
wise noted. Watch email
for times and details.
Always RSVP!

See you there!

Legal Assessments

Contributing Writers:

Elliott Cappuccio and Ryan Quiroz RMWBH

HOA Is Entitled to Summary Judgment, Foreclosure of Lien, and Sale of Property to Recover Unpaid Assessments, Late Fees & Legal Fees from *Pro Se* Defendants

Johnson v. Parkway Lakes Village Homeowners Assoc., Inc., No. 01-23-00220-CV, 2025 WL 920099 (Tex. App. – Houston [1st Dist.] March 27, 2025)

The Parkway Lakes Village Homeowners Association, Inc. (“Association”) filed suit to recover unpaid assessments, late fees, and legal fees, and to foreclose on its lien against the Johnsons’ property. At the trial court, the Association filed a motion for summary judgment with supporting documents, including an affidavit from the Association’s property manager, the deed, the declaration of covenants, conditions, and restrictions, an itemization of the unpaid assessments and late fees, and billing records from the Association’s attorney.

The Johnsons failed to file a timely response to the Association’s Motion for Summary Judgment. Instead, the Johnsons attempted to file a late response, three days before the summary judgment hearing. The Johnsons raised a number of issues in their late-filed response, including allegations that a prior bankruptcy filing discharged their debts. It is worth noting that the Johnsons represented themselves and appeared *pro se* (without legal counsel) in both the trial court proceeding and the appeal.

The trial court ultimately entered summary judgment in favor of the Association, including foreclosure of the Association’s lien on the Johnsons’ property. The Johnsons appealed the trial court’s entry of summary judgment, claiming that the summary judgment was obtained through fraud. The Johnsons also alleged, among other things on appeal, that the Association misrepresented the amounts owed, and that the trial court improperly denied the Johnsons an opportunity to call the Association’s property manager as a witness at the summary judgment hearing.

The Court of Appeals found that the Johnsons waived their defensive issues by failing to file a timely response to the Association’s Motion for Summary Judgment, the Johnsons had no right to call a witness to testify at a summary hearing, and the Johnsons’ *pro se* status did not exempt them from the procedural rules requiring a timely response to the Association’s Motion for Summary Judgment. “As they did in the trial court, the Johnsons, who are not lawyers, represent themselves on appeal. While we acknowledge the obstacles that laypeople face in prosecuting or defending lawsuit – and we construe their filing liberally – they are not exempt from procedural rules.” *Johnson*, 2025 WL 920099 at *4. The Court of Appeals further stated “laypeople who represent themselves in court must comply with procedural rules, as there cannot be two set of rules, one for litigants represented by lawyers and another for those who represent themselves.” *Id.*, citing *Li v. Pemberton Park Cmty. Ass’n*, 631 S.W.3d 701, 705 – 06 (Tex. 2021).

About the Authors

Elliott Cappuccio is an equity shareholder in the San Antonio office of Roberts Markel Weinberg Butler Hailey, PC (“RMWBH”). He has been practicing law for over twenty-five years in the areas of litigation and POA law. Ryan Quiroz is an associate attorney with RMWBH, whose practice also focuses on POA law. This article is not intended to provide legal advice, nor is it intended to create an attorney/client relationship between RMWBH and the reader. If you have specific legal questions, you may contact Elliott Cappuccio at (210) 640-9180 or via email at: ecappuccio@rmwbh.com.



CAI—Answers in the Book Store

at www.CAIONline.com!

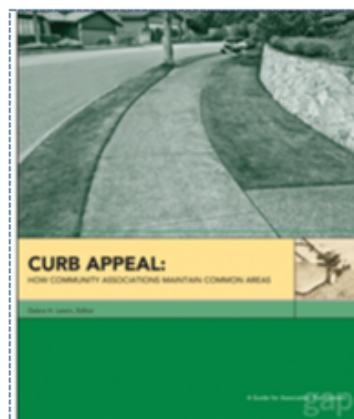


Curb Appeal

Common areas, as extensions of individual homes, influence the value and marketability of all homes in a community association. Even residents not interested in marketing their homes care about living in a healthy, well-groomed and attractive environment. Find out how to maintain and enhance common elements like recreation areas, landscaping, lighting, roads and parking lots, windows and other exterior elements; signs and entrances, and much more.

Item #0645.

Nonmembers: \$25 | CAI members: \$15



Landscape Contractors

This Guide for Association Practitioners covers it all—drafting specifications, performance criteria, warranties and guarantees, maintenance schedules, insurance requirements, and how to communicate with residents. Also includes advice on bidding the contract, selecting the best bid, legal review, environmental concerns, contractor performance evaluation, and provides useful sample specifications and warranties.

Item #0109

Nonmembers: \$25 | CAI members: \$15

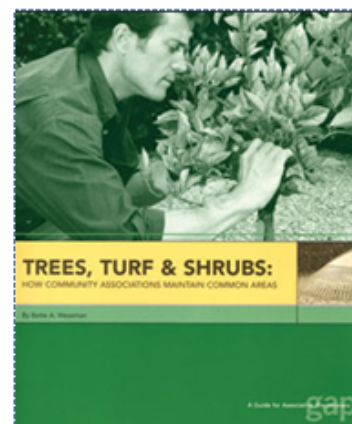


Trees, Turf & Shrubs

A good landscape maintenance program is essential to the health and longevity of a community's trees, turf, and shrubs—and its aesthetic value. This concise guide explains how to develop that maintenance program and lists specific practices to apply to trees, turf, and shrubs. Find out how to hire the right contractors and how to delegate to a landscape committee.

Item #0239.

Nonmembers: \$25 | CAI members: \$15





SAN ANTONIO CHAPTER
community
ASSOCIATIONS INSTITUTE



MAY 21ST @ 4:00 PM - 6:00 PM

2535 BABCOCK RD, SAN ANTONIO, TX 78229

THIS EVENT IS FREE FOR CAI SAN ANTONIO CHAPTER BUSINESS PARTNER MEMBERS, MANAGEMENT COMPANY STAFF, AND COMMUNITY ASSOCIATION VOLUNTEERS LEADERS. A \$25 FEE APPLIES TO PROSPECTIVE/NON-MEMBER BUSINESS PARTNERS/VENDORS.

REGISTER ONLINE > WWW.CAISA.ORG



2025 | **COMMUNITY NOW**
CAI ANNUAL CONFERENCE & EXPOSITION

SHAKE, RATTLE, AND ROLL!

CAI's Friday Night Nifty 50s Party
Friday, May 9 | 6:30–10 p.m.
Orlando, Fla.



CAI of San Antonio

SAN ANTONIO CHAPTER
community
ASSOCIATIONS INSTITUTE

Flags: What Can Fly in an HOA

By Samantha Rosenbloom



During election season, flags and signs can be a particular point of sensitivity for homeowners' associations. The rules promote uniformity within the community and avoid the potential of an excessive display of flags and signs. Increasingly, states are adopting policies that impact community associations'

ability to regulate certain signs and flags.

Currently the display, size, flagpole height, number allowed, as well as the time and place of display of flags are regulated. Right now, 12 states regulate flags, and 13 states regulate signs, but most states have pending legislation on the matter, according to Elina B. Gilbert, Esq., shareholder at Altitude Community Law PC in Lakewood, Colo. Homeowner associations have the power to regulate signage in governing documents, but states are overriding this authority because many see flags and signage as a constitutional freedom that must be protected.

It is important to consider the practical applications of regulating flags and banners. "Regulations are in place to protect property values and promote harmonious living," says Airielle Hansford, CMCA, AMS, PCAM, vice president at FirstService Residential in Fairfax, Va. "The question of whether this is an infringement on homeowners' rights depends on the association, but governing documents are deemed a contract, and they can provide the community association with the right to restrict signs, flags, and other items on the lots."

Signage and flags can escalate emotion and tensions within the community, so it is important to consider that expectations may change over time.

"Each community is unique, so there may be pe-

riodic reviews of governing documents and changes can be made," says Hansford, adding "Rules should be reasonable, uniformly applied, and enforceable."

Additionally, HOAs should ensure the regulations for flags and signs are not in conflict with each other. Hansford's final piece of advice: "Community associations communicate with owners ahead of the election cycles to advise what is permitted and prohibited and lay out any exceptions to the rules for each election cycle."

Involving community members in the process of drafting regulations is a considerate and sensitive way to include culture and climate and ensure uniformity, compliance and promote harmonious living in your community.

About the Author



Samantha Rosenbloom is a current student at Denison University, double majoring in Communication and Environmental Studies. She is also the Director of Recruitment

Events for the Ohio ETA chapter of Pi Beta Phi at Denison, and the incoming Director of Events for Denison's Women in Business club.

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: [caisanantoniochapter](#)



: [CAISACchapter](#)



2025 Advertising Rates – Common Terra

Act now to get the best rates for advertising to San Antonio CAI membership. Advertising rates remain the same and our publication is now a Quarterly full - color News Magazine. Rates will only go UP!

Advertising Requirements

- PDF or JPEG format
- **Deadlines** - Ad must be received before the 15th of March, June, September & December
- If payment is required, it must be received before publication date.

Send Payment to:
CAI San Antonio
P.O. Box 65204
San Antonio, TX 78265

Questions:

Chapter CED, Jesus Azenza|
Ced@CAISA.org
210 389-6382

Full Page	7 1/8" X 9 1/8"	= \$550
Half Page	7 1/8" X 4 3/4 "	= \$400
Quarter Page	3 5/8" X 4 5/8"	= \$300
Eighth Page	3 1/2" X 2 1/2"	= \$200
Business Card	3 1/4" X 2 1/8"	= \$125

TEXAS COMMUNITY ASSOCIATIONS FACTS & FIGURES

Approximately 6,122,000 Texans live in 2,203,200 homes in more than 22,300 community associations.

| 89% | say their association's rules protect and enhance property values (68%) or have a neutral effect (21%).

| 74% | of residents oppose additional regulation of community associations.

| 89% | of residents rate their community association experience as positive (67%) or neutral (22%).

| 84% | say they always or usually vote in state and local elections. 86% vote in national elections.

By 2040 the community association housing model is expected to become the most common form of housing.

SOURCES: Community Associations Fact Book 2023, FOUNDATION FOR COMMUNITY ASSOCIATION RESEARCH, foundation.caionline.org. Note: Statistics published are estimates generated from seven public/private data sources, including the American Communities Survey.

These residents pay nearly \$11.06 billion a year to maintain their communities. These costs would otherwise fall to the local government.

210,100 Texans serve as volunteer leaders in their community associations each year, providing \$251.9 million in service.

The median home value in Texas is \$238,000. Homes in community associations are generally valued at least 4% more than other homes.

Community associations, also known as homeowners associations, condominiums, housing cooperatives, common interest developments, and planned communities, are neighborhoods where homeowners share responsibility, ownership, rights, and use of common amenities, facilities, and space. Community associations are created, governed, and managed by state statutes. State statute provides for neighbors to elect neighbors to manage the administration and operations of the community.

The financial engine of the community is based on mandatory assessments paid by every homeowner to cover the costs of conducting association business—such as common area maintenance, repair and replacement, essential services, routine operations, insurance, legal compliance, landscaping, facilities maintenance as well as savings for future needs.

CAI supports public policy that recognizes the rights and responsibilities of homeowners and promotes the self-governance of community associations—affording associations the ability to operate efficiently and protect the investment owners make in their homes and communities.



www.caionline.org
(888) 224-4321

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CAI of San Antonio

Sponsorship Program



2025

ANNUAL SPONSORSHIPS

DIAMOND - \$4,500

GOLD - \$2,500

PLATINUM - \$3,500

SILVER - \$1,700

MANAGEMENT COMPANY - \$3,500

www.caisa.org



CAI of San Antonio

Sponsorship Program

DIAMOND - \$4,500

Events

- One (1) free standard booth at CAI SA Expo
- Ability to pre-register for all events, one (1) week in advance of normal registration
- Four (4) free tickets to the 2025 Annual Awards Gala
- Three (3) free tickets to all regularly scheduled luncheons - 50% off an additional three (3) luncheon tickets
- Dedicated end-of-year Annual Sponsor networking event
- Free access to all CAI San Antonio networking events
- Opportunity to provide marketing material on the Business Partner Venue Table at all regularly scheduled luncheons (does not include Annual Awards Gala or CAI SA Expo)
- CAI San Antonio Annual Meeting Sponsor
- Sponsorship of two (2) regularly scheduled luncheons – includes:
 - \$25.00 in gift cards given in business partner's honor by CAI San Antonio at one (1) luncheon
 - Opportunity to present business information to attendees for a maximum of two (2) minutes at one (1) luncheon

Advertising, Branding, and Marketing

- 10% off advertisements in the CommonTerra Magazine
- Free submission of one (1) featured article in CommonTerra
- Article to be written by sponsor
- Logo and link on the CAI San Antonio website
- Logo and link in e-newsletter

Discounts & Recognition

- 20% off any additional sponsorship opportunities for the Annual Awards Gala and CAI SA Expo (does not include table at Annual Awards Gala or booth at CAI SA Expo)
- Company logo included in slide show at CAI San Antonio luncheons, CAI SA Expo, and Annual Awards Gala (when available)
- Recognition on the CAI SA banner under Diamond Level, viewed at all luncheons and events

**Annual Sponsorships are designed based on expected or anticipated events, programs, or offerings at the time of publishing the Annual Sponsorship packages. The CAI San Antonio Chapter strives to deliver value to all Annual Sponsors and anticipates that the benefits listed below will be available. Events, programs, and offerings, however, are subject to change, cancellation, or rescheduling. Therefore, it is possible that listed benefits and offerings may not be available.*



PLATINUM - \$3,500

Events

- 50% off one (1) standard booth at CAI SA Expo
- Two (2) free tickets to the 2025 Annual Awards Gala
- Two (2) free tickets to all regularly scheduled luncheons — 50% off an additional two (2) luncheon tickets
- Dedicated end-of-year Annual Sponsor networking event
- Free access to all CAI San Antonio networking events
- Opportunity to provide marketing material on the Business Partner Venue Table at all regularly scheduled luncheons (does not include Annual Awards Gala or CAI SA Expo)
- CAI San Antonio Annual Meeting Sponsor & Sponsorship of one (1) regularly scheduled luncheon – includes:
 - \$25.00 in gift cards given in business partner's honor by CAI San Antonio at one (1) luncheon
 - Opportunity to present business information to attendees for a maximum of two (2) minutes at one (1) luncheon

Advertising, Branding, and Marketing

- 10% off advertisements in CommonTerra
- Free submission of one (1) featured article in CommonTerra
- Article to be written by business partner
- Logo and link on the CAI San Antonio website
- Logo and link in e-newsletter

Discounts & Recognition

- 15% off any additional sponsorship opportunities for the Annual Awards Gala and CAI SA Expo (does not include table at Annual Awards Gala or booth at CAI SA Expo)
- Recognition on the CAI SA banner under Platinum Level, viewed at all luncheons and events
- Company logo included in slide show at CAI San Antonio luncheons, CAI SA Expo, and Annual Awards Gala (when available)

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CAI of San Antonio

Sponsorship Program

GOLD - \$2,500

Events

- 25% off one (1) standard booth at CAI SA Expo
- One (1) free ticket to the 2025 Annual Awards Gala
- One (1) free luncheon ticket to regularly scheduled luncheons – 50% off an additional one (1) luncheon ticket
- Dedicated end-of-year Annual Sponsor networking event
- Free access to all CAI San Antonio networking events
- Opportunity to provide marketing material on the Business Partner Venue Table at all regularly scheduled luncheons (does not include Annual Awards Gala or CAI SA Expo)

Advertising, Branding, and Marketing

- 10% off advertisements in CommonTerra
- Free submission of one (1) featured article in CommonTerra
- Article to be written by business partner & Logo and link on the CAI San Antonio website
- Logo and link in e-newsletter

Discounts & Recognition

- 10% off any additional sponsorship opportunities for the Annual Awards Gala and CAI SA Expo (does not include table at Annual Awards Gala or booth at CAI SA Expo)
- Recognition on the CAI SA banner under Gold Level, viewed at all luncheons and events
- Company logo included in slide show at CAI San Antonio luncheons, CAI SA Expo, and Annual Awards Gala (when available)

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SILVER - \$1,700

Events

- One (1) free ticket to regularly scheduled luncheons
- Opportunity to provide marketing material on the Business Partner Venue Table at all regularly schedule luncheons
- Free access to all CAI San Antonio networking events

Advertising, Branding, and Marketing

- 10% off advertisements in CommonTerra
- Free submission of one (1) featured article in CommonTerra
- Article to be written by business partner
- Company name and link on the CAI San Antonio website
- Company name and link in e-newsletter

Discounts & Recognition

- Ability to upgrade to Gold, Platinum and Diamond levels
- Recognition on the CAI San Antonio banner under Silver Level, viewed at all luncheons and events
- Company logo included in slide show at CAI San Antonio luncheons, CAI SA Expo and Awards Gala (when available)

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MANAGEMENT COMPANY - \$3,500

**Management companies can choose from any of the Annual Sponsorships packages available through the CAI San Antonio Chapter.*

Events

- 50% off one (1) standard booth at CAI SA Expo
- Two (2) free tickets to the 2023 Annual Awards Gala
- Ten (10) free luncheon tickets to all regularly scheduled luncheons
- Dedicated end-of-year Premium Partner networking event
- Free access to all CAI San Antonio networking events
- Opportunity to provide marketing material on the Business Partner Venue Table at all regularly scheduled luncheons (does not include Annual Awards Gala or CAI SA Expo)
- CAI San Antonio Annual Meeting Sponsor
- Luncheon sponsor of one (1) regularly scheduled luncheon – includes:
- \$100.00 in gift cards given in business partner's honor by CAI San Antonio at one (1) luncheon
- Opportunity to present business information to attendees for a maximum of two (2) minutes at one (1) luncheon

Advertising, Branding, and Marketing

- 10% off advertisements in CommonTerra & Free submission of one (1) featured article in CommonTerra
- Article to be written by business partner
- Logo and link on the CAI San Antonio website
- Logo and link in e-newsletter

Discounts & Recognition

- 15% off any additional sponsorship opportunities for the Annual Awards Gala and CAI SA Expo (does not include table at Annual Awards Gala or booth at CAI SA Expo)
- Recognition on the CAI SA banner under Platinum Level, viewed at all luncheons and events
- Company logo included in slide show at CAI San Antonio luncheons, CAI SA Expo, and Annual Awards Gala (when available)

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professionalism and community managers



Community managers are the professional backbone of the community associations they serve, providing expertise that is crucial to the successful operation of homeowners associations, condominiums, cooperatives and other planned communities.

Many communities contract with association management firms for specific services. Others hire full-time, on-site managers.

Successful managers must possess knowledge and skills relating to association governance, financial and facilities management, communications, insurance, maintenance and much more.

Many of the most successful managers elevate their expertise and careers by taking advantage of CAI's Professional Management Development Program, which includes 17 expert-led courses that address the many facets of community management—including professional ethics.



Professionals who want to expand their knowledge and further accelerate their careers can earn the following credentials:

- Certified Manager of Community Associations (CMCA®)
- Association Management Specialist (AMS®)
- Professional Community Association Manager (PCAM®)
- Large-Scale Manager (LSM®)

Companies that meet specified professional requirements can earn CAI's Accredited Association Management Company (AAMC®) credential.

These individual and corporate credentials tell community association boards and homeowners that they are supported by managers with high standards of professional excellence.



Learn more:

- » **PMDP courses:** www.caionline.org/pmdp
- » **Professional credentials:** www.caionline.org/credentials
- » **CAI benefits for managers:** www.caionline.org/managerbenefits

the homeowners we serve



Homeowners are CAI's largest member group, comprising more than 40 percent of our 32,000-plus members. For the most part, these are the homeowners who have chosen to be leaders in their communities—serving on association boards and committees or volunteering for special projects. Some simply rely on CAI to stay informed about how their communities should be governed and managed.

CAI strives to serve homeowners who have or probably will step up to the plate to serve their communities and fellow residents. The benefits we provide to them—from *Common Ground* magazine and our specialized newsletters to web content and educational opportunities—are developed for these leaders.



While we do provide information for all HOA residents—including our online course, *An Introduction to Community Association Living*—our focus is on community associations and those who lead them, especially the more than two million residents who serve on association boards and committees. By supporting community leaders, we are making communities preferred places to live for all residents.

Our primary mission is to help homeowner leaders and professional community managers protect property values, preserve the character of their communities and meet the established expectations of all residents.

Our education inspires effective governance and management. Our best practices help leaders build and sustain more harmonious communities. Our advocacy promotes practical legislative and regulatory policies. Our ethics guidelines inspire fairness, transparency and integrity.

That's how we serve all community association residents, even as we strive to preserve and enhance the concept, perception and value of common-interest communities.



- » **About CAI:** www.caionline.org/about
- » **Member Benefits:** www.caionline.org/homeownerleaders
- » **Find a chapter:** www.caionline.org/chapters
- » **Join CAI:** www.caionline.org/join



New Members – 4th Quarter 2024

Managers

Richard Cinalli, CMCA, AMS
Rebekah Claudio - Dominion Homeowner's Association
Amanda Deleon - CCMC
Kerry Gonzales – Goodwin & Company
Shannon Greenfield - CCMC
Jose Hernandez - CCMC
Irma Maldonado - Magnolia Property Management, Inc.
Marilyn Manley - Spectrum Association Management
Leslie Ramos - CCMC
Oscar Rueda - Lifetime HOA Management
Ashley Suniga - Lifetime HOA Management
Mya Taylor - Dominion Homeowner's Association

Business Partners

Longhorn Lot Maintenance — Melissa Coo
Moro's Simple Solution, LLC — Monica Baietti
Randolph Brooks Federal Credit Union — Anna Gorjup
Poolsure — Brian Zielinski
The Urban Foresters — Miles Michmock
Prosoco, Inc — Wes Brown
Superior Fence & Rail — Brianna Spence

Volunteer/Homeowner

Lisa Aaron
Mary Bowman
Steve Boyet
Kayla Clough
Scott Deckers
Barbara Dew
Erin Dufner
Curt Earhart
Audi Hanley
Jim Hearn
Sara Levens

Billy Martin
Margie Maulini
Sydney Mauser
Gabriel Merino-Lopez
Eida Montalvo
Ronnie Perry
Medda Rauhut
Sherrie Routin
Jean Skillman
Lisa Tamez



Membership Chair

Krystle Botello

*“CAI offers several
membership
opportunities with
appropriate
member benefits
and resources for
them all.”*

**Use the services
of
CAI Members.
It Matters!!**



The Membership Committee extends a warm welcome to our new members. If you know someone who may be interested in joining the San Antonio Chapter of CAI, please have them contact Amaris so that he can provide the information they need to join.



CAI of San Antonio *Luncheon Program*

2nd Tuesday of Every Month

11:30 – 1:00 p.m.

RSVP Until Tuesday, One Week Before—ced@caisa.org

Luncheons will be held either in-person or
virtually as determined by the CAI-SA

Board of Directors and Education Committee

CAI of San Antonio



2025 Board of Directors

President

Harmon Hamann

President Elect

Cesar Hance

Vice President

Cassie Thompson

Secretary

Cassie Thompson

Treasurer

Ryan Evans

Immediate Past President

Brady Ortego

Director

Krystle Botello

Director

Art Downey

COMMITTEE CHAIRS

Awards Gala

Jenee Lewis

CA Day

Jena Abernathy & Jessica Benavidez

Common Terra

Art Downey

Education

Danae Bledsoe

Membership

Krystle Botello

Sponsorship

Suzanne Hubbard

TLAC & Legislative

Brady Ortego

about Community Associations Institute

Building Better Communities



Founded in 1973, CAI and its 59 U.S. and international chapters provide information, education and resources to the homeowner leaders and professionals who govern and manage homeowners associations, condominium communities and cooperatives. CAI's 32,000-plus members include community association board members, other homeowner leaders, community managers, association management firms and other professionals who support common-interest communities.

CAI serves associations by:

- Advancing excellence through seminars, workshops, conferences and education programs
- Publishing the largest collection of resources available on community association management and governance
- Advocating on behalf of community associations and their residents before legislatures, regulatory bodies and the courts
- Conducting research and serving as an international clearinghouse for information, innovations and best practices

CAI believes community associations should strive to exceed the expectations of their residents. Our mission is to inspire professionalism, effective leadership and responsible citizenship, ideals that are reflected in communities that are preferred places to call home.

Visit www.caionline.org or call (888) 224-4321.

