

**CASITA COLONY ASSOCIATION  
VILLA MONTEREY III  
REGULAR BOARD OF DIRECTORS MEETING  
NOVEMBER 14, 2023**

**CALL TO ORDER**

The regular meeting of the board of directors called to order by Stephanie Tumbleston at 6:00 PM.

**ROLL CALL**

Directors in attendance: Stephanie Tumbleston, Michelle Bussiere, Elizabeth Rehling. Absent: John Baughn. Alternates in attendance: Meyers and Sainz.

- Stephanie T., V.P. announced that John Baughn has resigned as President only but will remain on the HOA Board. In reviewing our CC&Rs and research, we do not have to fill that position until the 2024 Annual meeting. Stephanie will be leading the meetings until then.
- Motion made to accept John's resignation as an Officer-President only made by Elizabeth R., seconded and then approved.

**HOMEOWNER FORUM**

- Sandwich Boards: Wally Sweeney gave a big thank you to Lynn & Jim Helfrich for putting out the new sandwich boards by the gates for events in the common area.

**APPROVAL MINUTES**

Motion to approve October 10, 2023 minutes made by Michelle Bussiere. seconded and approved.

**TREASURER'S REPORT-Michelle B.**

- October financials reviewed.
- Reserve Study posted on our website. Confirmed that \$2,000 from new home sales/Capital Improvements Fees go directly into the Reserve and is going up.
- \$400 transfer fee for each home sale goes into our Operating Expenses. July 1,2023 this was effective with a total of 8 home sales on target for 2023.
- Does not expect any additional expenses this year. The repairs on the Spa heater is ongoing presently by working fine. We should end 2023 about the same as 2022.
- March is when we close out after all Annual HOA dues paid. Any extra goes into the Reserve Fund.
- Contracts signed for the Compilation Report/ review not an audit (\$595) and our Taxes done by Butler Hansen CPAs (\$725) for 2023. Compilations must be done by a licensed CPA.
- Tree trimming (excluding the palm trees) around the entrance circle needs to be done. VMII has contractor and our portion is 27%=\$945. Motion made to approve our portion made by Elizabeth R. seconded and approved.
- 2024 Preliminary Operating Budget Review provided to all and available on our website. Reminder all approved Budget reviews are posted on website.
  - Landscaping and landscaping costs down
  - Pool Supplies and repairs and gas costs for spa all up
  - Palm Tree trimming costs up to \$3500.

- Social activities at the Ramada increasing from \$900 to \$1300 to build community.
- 2023 Budget is \$68+K vs, 2024 \$73-74K about an 8% increase as we increased dues last year should be good on proposed budget and Jul1,2023 we approved the \$2,000 fee for new home sales.
- Reserve Fund (savings account for when something breaks) and Reserve Study are both posted on the website.
  - Currently Reserve have \$45K +
  - Plan to spend \$11K out of reserve in 2024.
  - Meeting Tom about our pool as this is our highest expense.
  - Have lampposts budgeted to break (approx. 9 total)
  - Michelle will research if drop down curtain in Ramada are in Reserve Study.
  - Michelle to meet with Electrical about updating costs, which is a priority.
- Master Plan: Information is available to residents and recommended that those interested contact the Board and create an working committee to plan for the future.
- Loans: Michelle researched and confirmed that some nearby HOAs can afford major improvements because the takeout loans which incur interests and then when paid off, take on another loan etc. As our Treasurer this is not wise, and Elizabeth R. mentioned it was discouraged at the HOA city college classes.
- Motion to approve Treasurer's report made by Elizabeth Rehling. Seconded and approved.

#### COMMITTEE REPORTS

- Neighborhood Watch – Elizabeth Rehling- Annual Event /Western Roundup was a huge success with 61 residents with Mounted police and horses were a big hit along with the fire and police and waste management and city Mayor which totaled over 100 total. Thanks to NW captains and for Wayne and Kay DeBus cooking the Brats and Stephanie for the music.
- Violations enforcement - Elizabeth R. continues to give out violation Courtesy notices/hangtags: 1) Lamp post light's outage violations-Elizabeth Rehling- Reminder each home having a lap post is responsible to maintain it and have working light. Last walkthrough, 10 lamp posts not working or very dim. 2) Motorhomes, Campers, Travel trailers, Boats are not allowed in carports or on our streets per our HOA Rules & Regulations, and the City (per city ordinance) can and will ticket anyone parking on the street and can tow it. 3) Trash receptacles or Recycle containers are not allowed in our Carports. Recommend residents refer to the specifics in Rules and Regs.
- Options to consider for classification of "Occupancy" in HOA legal docs. Kate Monroe working with Karen Flemming reviewed their research completed and presented several options to consider in their handout.
  - 4 Options read and degrees of restrictions, C or D recommended.
  - Recommended our Roster be updated to show permanent resident in the household with contact info. Currently, per Lynn H. only those on the Deed are listed on the Roster. Board agreed.
  - Board stated any changes would and should be reviewed by legal
  - Recommended more info be placed in the EBlast about what is being reviewed, considered and needed steps to clarify.

- Elizabeth R. will contact Mulcahy Law firm to take advantage of their complimentary brief review of our legal docs. We need to know if we need to make changes on our CC&Rs or just clarify our definitions of "Occupancy". Fundamental classification by legal would be best. Many homeowners agreed best way to understand the legal interpretations.
- Pool Keys brought up. Kathryn Baughn has a supply of pool keys to give to new homeowners.
- Eblast and Constant Contact facilitator: looking for a volunteer as Diane no longer handling.
  - Eblast is not only used for Board communication but also for individual community building.

## OLD BUSINESS

- Holiday party info sent out on Eblast. Dec. 10, 3-5pm.
- Bathroom Floor by pool- Discussion about looking into options to make floor safe when wet. Gus and another volunteer will research and get back with Board as with materials, cost etc. to make a decision.
- Ramada Floor- A safety issue. Gus and another volunteer will research costs, materials etc. The Board feels both are safety issues and priorities.
- Special Assessments: Elizabeth explained the process needed to ask for a Special Assessment. She referred to our CC&R's section that state no special assessments in excess of \$10K in the aggregate without first prior approval of the Board who has received confirmed bids for work to be done by licensed/bonded contractors. Then if they approve the assessment the next step is to place the vote on a ballot to residents at an annual meeting. If this is not at an annual meeting, then it can only be done at a Special meeting held and same requirements required as Annual meeting voting.

## NEW BUSINESS

Nominating Committee for new Board members.

- Need volunteer. Please contact the Board members. All requests for those running for the Board must be submitted by 12/ 1 /2023.

## ANNUAL PACKET

- Annual Meeting Feb. 10,2024
- Annual Packet will be sent via email.
- Annual Dues- Gus M. Made motion to increase annual dues, seconded and discussion held. Michelle was asked by Elizabeth R. to provide her expert opinion as our treasurer, if we need to increase dues in light of her report provided earlier in the meeting. Initially last year thought to increase dues but before we knew about income from home sales. This year she doesn't think it is necessary this year but next year should talk about it. Several homeowners gave opinions and several voiced conclusions from treasurer's report.
- After discussion the Motion to increase annual dues was denied by Michele, Stephanie and Elizabeth.
- Invoices for Annual Dues will be mailed by Michele by Dec. 8,2023
- Mail-in ballots must be received by Feb. 9,2024
- Electronic ballots must be transmitted by Feb. 9,2024
- In person ballots must be received by 10:45 AM on Feb.10,2024

- Drop box ballots must be received by Feb.9, 2024

Conclusion statements:

- Stephanie concluded with a positive quote about the meaning of community.
- Michele thanked Stephanie as V.P. for stepping up to lead meetings and we need help and thanked those who offered to help and thanked them for their service.
- Coffee this Saturday reminder by Karen Fleming.

Motion to adjourn made by Elizabeth R., seconded, and approved.

ADJOURNED 7:10PM

Respectfully Submitted, Elizabeth J. Rehling, Acting Secretary