

CASITA COLONY RECREATION ASSOCIATION

REGULAR MEETING of the BOARD OF DIRECTORS - April 9 2024

Note: time signature is the (hour:minute:second) into the audio recording of the meeting. Total meeting length was one hour 20 minutes.

Call to Order (6:00 PM) – (00:01:20)

Regular Meeting of the Board was called to order on Apr 9, 2024, at 6:00 PM, by Karen Fleming.

Attendance

President Fleming noted that all Board Members were present at the meeting. Sign in sheet showed that 29 persons were present at the meeting.

Special Thank You – (00:01:35)

Penelope Meyers was recognized for her dedicated management of the Email Blast, as well as her consistent support for ongoing Board and Community activities.

Review and approval of Minutes from April 4 Special Board meeting – (00:02:55)

Minutes were previously reviewed by the Board on Google Drive, and suggested amendments were made.

Minutes as amended were approved by unanimous voice vote.

Treasurer Report with discussion and approval of recent – (00:03:40)

- Treasurer Wayne DeBus related that we experienced insurance expense increases, as well as general increases in other expenses. For details, see our most recent financial reports which are posted to the website.
- Treasurer presented a handout of expense items for reimbursement, stating that any expense above \$100.00 will be brought to the Board before being reimbursed.
- Fleming questioned the Adobe Acrobat software expense item, given that the documents stored on the “Board-only Window” of our website are stored as docx. Secretary Baughn, who submitted the Acrobat expense item, responded that Acrobat is needed in the business process of the Home Modification Committee. Fleming asked for a specific example of the need, and Baughn described that the City of Scottsdale requires that all information uploaded to their City Planning Department website must be PDF format. Fleming indicated she did not understand the need, and said she would seek further information later.
- There seemed to be a difference of opinion between the two Directors on the acceptable formats for (a) the documents required by the City to be uploaded in PDF format, which are city-bound and not stored on our Board-only Folder, and (b) the Title-related documents and Forms managed by the Title Officer, which are stored on the our Board-only folder in docx format.
- Treasurer reported that the last remaining Annual Dues invoice would be paid by the Developer/Owner later that day.

Top capital projects – status (R. Whitney) – (00:08:45)

- Electrical – Vice President Ralph Whitney discussed recent meetings with contractors regarding the need to relocate the Spa Heater, so that the new electrical panel can be placed near the current meter, which is the preferred location. This change is needed for compliance with electrical code, which requires a 36 inch separation of the electrical panel from all nearby structures. There is an

add-on \$1,000 expense item for this relocation, and the preferred contractor for moving the Spa heater is our current pool contractor.

- Bathroom windows – (00:14:35) stucco surrounding the frames is starting to deteriorate, which will lead to increased costs to repair, if not fixed promptly, so Whitney supports kitchen window replacement.
- Ralph presented an option to go forward with the electrical and the bathroom window only, if there were not enough funds to do all 3 projects, and to wait to do the kitchen sink until additional funds become available. This was described as a project plan including “everything but the kitchen sink.”
- Wayne indicated that there is enough funds for all 3 projects plus the additional \$1000 to relocate the spa heater.
- Board Action – (00:17:40) President Fleming made a motion that the Board accept Ralph’s increased project cost for electrical and to continue with all 3 projects. The motion was carried unanimously by voice vote.

Property Maintenance enforcement – proposed shift (L. Helferich) – (00:18:06)

- Outgoing Property Maintenance Chairperson Lynn Helferich gave a brief overview of rules enforcement, noting that the City Enforcement site is open to any member of the public and has been used by VM3 residents in the past.
- She emphasized that no entry into the City site was made as retribution.
- Lynn recognized that the committee made use of the City site outside the inclusion of the full board, for which she takes responsibility. Lynn announced her resignation as Chairperson of the Property Maintenance Committee, citing lack of support of some Members of the Board.
- Point of Information: Director Helferich remains a full Member of the Board. She has retired only as Chairperson of the Property Maintenance Committee.
- Lynn exhorted all to know and follow the rules, noting her belief that a Property Maintenance Committee might not be needed at all if everyone would act of their own accord in following the rules. The City Enforcement officer who works our area told Lynn that ours was the best-kept communities of all.
- (00:21:00) Following Lynn’s comments, President Fleming announced a search for a new chair of the committee.

Property Maintenance enforcement discussion – (00:21:00)

- Michelle Bussiere commented that, had she been given a simple request by someone regarding the parking of her car, she would have moved it and eliminated the infraction.
- She felt that everyone should receive at least one warning before a city action. She was surprised that no one said anything to her in that regard.
- Lynn Helferich (00:22:30) spoke of her experience approaching residents and their infractions, describing how during one of her first property visits she was personally berated and abused.
- Lynn stated that Arizona ARS 33-1803 makes use of the door hanger illegal, so the committee was in a sense forced to act directly via the city.
- Michelle recognized that being on the committee is thankless and difficult, and Lynn encouraged all others to try and do the job to see how difficult it is.
- The discussion was respectful.
- Sherrie Novak (00:27:40) proffered that she might be willing to take up the Property Maintenance, but will have to talk with others about her ideas, first. She felt there should be some way to have a warning go out first. Ralph Whitney offered to be involved in the effort, with Novak.
- President Fleming (00:28:11) identified that Sherrie will be “information gathering” during her consideration.
- Russell Martin thought that the door-hanger is a good tool and should be used. It is non-confrontational and conveys needed information.

- Secretary Baughn (00:29:45) spoke up in support of “bringing the door-hanger back to life,” saying that since it is a courtesy warning, it is not prevented from being used in that manner. The Arizona statute 33-1803 states that when an HOA starts a process involving monetary penalty, then a certain 5 or 6 critical items of information must be presented to the alleged violator, and the conveyance of that information must be assured via certified mail or other certain method, and that 21 days reaction time must be built in to the process. The door-hanger is not a valid first step of a penalty process, but it is a valid warning step preceding any other action. So the door hanger remains a good option for courtesy warning.
- In a discussion that continued to be cordial, Gus Meyers (00:32:30) wondered if the complaint against Michelle was the result of a usual enforcement patrol, and Michelle related that the officer said that she had a specific complaint. Lynn then related that there had been complaints 6 months prior, not acted on, and the committee decided to pursue that, but Lynn didn’t feel she could use the door-hanger, and was reluctant to go face-to-face again, given her previous experience, so she chose the city route. The result was a visit by the city enforcement team.
- Ralph suggested continuing the conversation when the new committee is in place and can go forward.
- Penelope Meyers (00:34:00) commented that given how difficult the committee work is, and how hard it is to find volunteers, she thinks a program such as the City of Scottsdale enforcement is a resource that should be taken advantage of.
- Russell pointed out that our CCRA rules include such things as carport rules and lamppost rules that the City of Scottsdale doesn’t enforce, so there remains a need for Board enforcement.
- Lynn pointed out that some other HOA’s have no property maintenance enforcement by the Board, and instead rely totally on the City.
- Transition to next topic

Voting process and volunteers needed (K. Fleming) – (00:37:15)

- Reminders of ballot and voting are on our website, near the ‘Voting Box’ icon.
- Ballot to be released on May 4.
- Penelope to handle hard copy ballots – available in Cabana
- Karen to handle electronic ballots via website (not Constant Contact).
- Volunteers to deliver hand ballots – Sue Monan and Kay DeBus
- Ballot counters – Diane Botica and Penelope, with backup by Andy Stevenson
- Bernie Stilger stated that she had no information about the ballot, and needed the 30-day period.
- Karen: 30-day period started April 4, with voting to begin May 4.
- Michelle (00:44:00) noted the ballot is on a website, not email Constant Contact application, so special care must be taken to ensure residents know how to vote. She also requested that each ballot item be explained or justified more clearly in the documentation available to Residents. Board agreed to the need.
- Karen (00:47:15) suggested we put out an email blast asap to talk about the election and ballot items, plus a website where residents can find the ballot item explanations/rationales. The Board committed to explain pros and cons of each item, and not to take a position on them.

Committee Reports –

Neighborhood Watch (00:55:10)

- Update by Kay DeBus standing in for Elizabeth Rehling. Carport crime is increasing.
- NW street signs are desired by E Rehling, so need exact count of needed signs and cost of each.
- Important that Penelope feels that logistics of trying to operate a warning system is enormous to the point of being not feasible. Getting the information quickly and accurately is difficult. Better simply to constantly remind them that carports do contain attractive targets for theft.

Palm Tree trimming by Tree Time Design, information to be put out soon.

Change of ownership (L. Helferich) (01:05:20)

- In 2024, one house sold,
- One under contract,
- The house on 76th to be auctioned (no info),
- One on Rancho Vista that developer is still working on
- One more for sale at current time

Social Committee (Penelope) - (01:05:53)

- Bark Park this weekend, turnout small but significant.
- Cinco de Mayo upcoming – details on way
- Movie Night April 23

Lynn Comment – sandwich boards available for announcing Ramada and other events to the community

Home Modification (John Baughn) – (01:08:10)

- Melisa Conti yard upgrade, corner Highland and 78th
- Elaine Burns – tree arriving soon
- Gregg Hodson developing his house on Thornwood
- Question re time limit for new owner to develop prior to moving in. John: There is no time limit, one factor of which is that Historic Preservation review can take an indeterminate time to complete.
- Forcing developer construction – difficult even if we state a rule, because the owner is not forced to sell via a listing service (could be owner-offered).

Proposal to Remove Home Modification and CCRA-Related Expenses from Rules & Regulations - status (J. Baughn) – (01:13:30)

- This is our “rules cleanup” detailed by Lynn and supported by Board votes on March 12 – four areas of rules that need removal of “information” to other places on the website, forms, etc., leaving a more lean and understandable set of rules.
- Ramada rules are an example of mostly information, but a few important rules, plus a need to display in the most effective manner.
- Lynn and John will co-lead this effort.
- Must find optimal place(s) to display or provide the information, as well as the rules.
- We will engage the community on this.

Homeowners Open Forum – (01:16:40)

- Russell – Thank you to whoever replaced the American flag at the Ramada. Jim Helferich took the old flag to the Legion for recycling.
- Andy Stevenson – there are lots of small weeds popping up in the gravel areas surrounding the Coolidge Circle. VM2 is steward of the maintenance. Andy will send info to the Board for follow-up.
- Kathryn Baughn – John is working very hard on the Home Modification process, which involves talking with city planners, HPC members, and City Councilors.

Adjournment at 7:26 PM – (01:20:20)

John Baughn

Secretary

Casita Colony Recreation Association