

CASITA COLONY RECREATION ASSOCIATION

REGULAR MEETING of the BOARD OF DIRECTORS – May 14, 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) – (00:05:30)

Regular Meeting of the Board was called to order on May 14, 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 30 persons were present at the meeting.

Ballot Results – (00:06:10)

Penelope Meyer read results of the Shareholder Ballot (86 total responses):

Item #1 (By-Laws change - remove 9-month residency requirement for Board membership) YES=46, NO=41

Item #2 (homeowners vote to retain community control of roads within VM3) YES=83, NO=4

Item #3 (Declarations change – allow owner-approved guest in unit) YES=54, NO=32

Item #4 (Declarations change – change 15 days to 21 days for lead time to Board Hearing in rule violation penalty situations) Acknowledged=85

Special thank you – (00:11:00)

For Cinco de Mayo Party – Leader Raina Sainz, plus Wally, Eugenie, Cindy Johnson, Dale, Frank, Jesse, Penelope.

Review and approval of Minutes from April 9 Board meeting – (00:12:50)

Minutes were previously reviewed by Board on Google Drive, and suggested amendments were made.
Minutes as amended were approved by unanimous voice vote.

Review of Financials (Treasurer DeBus) – (00:14:10)

- As of End of April 30, \$1.6K in Checking Acct, \$52K in Money Market Acct, \$47K in Reserve Acct.
- Noted two variances from budget – annual insurance was paid in April; and VM2 did not bill us for common area fountain expenses yet.

Committee Reports - (00:15:40)

Social Committee (Meyers) – Cinco de Mayo event was enjoyed by residents and guests.

Property Maintenance (Whitney and Novak) – (00:16:25)

- Shift of steps – utilize city at end of process, add helpful steps up front.
- Services to help residents: tree trimming, yard weeds, handyman, pest control (references coming from residents, not Board), Fix-It Fund to help those in need.
- New plan for Property Maintenance was reviewed

Board Action: motion was made, and seconded, to accept the Property Maintenance Plan and approve its implementation. Board voice vote was unanimous in favor, so the motion carried. (00:31:57)

Home Modification (Baughn) – (00:32:10)

- VM3 is an historic district, so modifications to front and visible sides are subject to review and

approval at four levels, in the following order: HOA Home Modification Committee, City of Scottsdale Planning Department, City Historic Preservation Commission, and lastly the City Council of Scottsdale. The basic governing documents are the City Interim Historic Preservation Guidelines document, plus the many and various city codes for construction.

- The City Planning Department is helpful in identifying and interpreting the relevant codes and guidelines, as is the Chair of the HOA Home Mod Committee.

Palm Tree Trimming (Rehling) – (00:40:10)

- June 5-7 is deadline for having trees trimmed. Elizabeth Rehling coordinates the trimming, so sign up for the service – details are given in the email blast of 4/30/2024. Canary Date Palm cost (of which we have only 2 or 3) is higher than the more common Mexican Fan Palm.
- <https://myemail-api.constantcontact.com/Palm-Tree-Trimming-2024.html?soid=1134023767341&aid=fRdtkuFSFCM>

Neighborhood Watch (Rehling) – (00:42:00)

- Elizabeth recommends adding a few NW signs in the neighborhood, to deter unlawful activity. Turns out we need only one new sign – at the VM3 entry intersection of 78th St and Highland Ave. Cost is less than \$100 for sign, including installation.

Board Action: motion was made, and seconded, to purchase and install a Neighborhood Watch sign at entrance to VM3, at 78th and Highland. Board voice vote was unanimous in favor, so the motion carried. (00:46:40)

Title Transfer (Helferich) - (00:47:30)

- Three properties sold so far this year. Two on market.
- A number of properties have discrepancy between names on Roster and name(s) on property deed.

Board Action: motion was made, and seconded, to have the Board follow up on the discrepancies, and ask owners to clarify true ownership, and ask owners to provide HOA with an updated property deed, within 60 days, so that Roster and Title records can be corrected. Board voice vote was unanimous in favor, so the motion carried. (00:48:00)

Old Business –

Important Reminder - Gates to common area that enclose the pool must remain closed. Fire Department has visited VM4 several times regarding propping gates open during events, and warned of \$5,000 fine if happens again. (Helferich)) - (00:49:30)

Capital projects (Whitney, Meyers)

- Of 6 projects being focused on, 4 have been completed: - (00:50:35)
 - o Replaced Cabana bathroom windows
 - o Installed new electrical breaker panel, after relocating spa heater to allow adequate clearance around breaker panel. Electrical is now up to code.
 - o Installed Ramada kitchen drain, plus hot water heater as a small under-the-sink unit that heats quickly and to high temperature. So watch out for hot water! Gus is going to install an on/off switch for the water heater so that we do not use electricity keeping hot water when Ramada

is not in use. The small tank heats up quickly when turned on.

- o Installed underground septic tank to store/filter/dispose of water from Ramada sink.
- o Projector and screen are installed and have been in use for movie night and for Board meetings.
- Two projects still in motion: - (00:51:45)
 - o Hot water shower – still looking for multiple bids. Most likely and economical is to convert the Cabana storage room into a hot shower.
 - o Install new oven in Ramada – handyman will install oven for \$400. Working with Treasurer re availability of funds to move forward on these two projects.
- Financial – spent \$8,020 on the four completed projects, which included extra cost and effort to repair damaged wood framing of bathroom windows, and modest overage on the electrical and kitchen work (\$1,000 to move spa heater, \$70 on window frame repair).
- Visuals – Ralph showed pictures of various completed projects.
- Adding Ramada heaters to project list – was proposed and various models have been explored, but none met our requirements. Request was to put the heaters back onto the project list.
- Discussion was held about surveying broader membership to elicit project needs.
- Treasurer reminded that there are Reserve Fund maintenance items coming due in 2024 and 2025.

New Business

Document Maintenance Committee – (01:08:20)

- A new effort has been initiated to update and maintain our community documents, and Alan Dubinsky has been contributing significantly to the effort of moving non-rule information from our community governance documents into informational docs and storing them on our website.
- **Board Action:** motion was made by President Fleming, and seconded, to create a Document Maintenance Committee and appoint Alan Dubinsky as its Chairman. Board voice vote was unanimous in favor, so the motion carried. - (01:09:15)

Clarification/modification of a duplicate rule regarding pets in common area. (01:09:40)

- Rules & Regulations page 14 states: “4. Pets are not allowed inside the gates of the VM III common area.
- Rules & Regulations page 12 includes: “No pets of any kind are permitted in the recreation area unless part of a Board sanctioned social function”.
- President Fleming led a discussion on removing Pg 14 Item 4.
- **Board Action:** motion was made by President Fleming, and seconded, to remove Item 4, pg 14, of Rules & Regs. voice vote was unanimous in favor, so the motion carried. - (01:16:57)

Capital Improvement Funding Research (01:17:00) - Russell Martin

- Our HOA funding methods include Annual Dues, Assessments, Loans, and Save & Spend.
- Russell proposed a fifth method – mainly that donations of money or items is also an option that we should consider, and HOA’s nationwide have taken advantage of this option
- Issues discussed were where do donated funds and items go, what responsibility does the HOA have toward the donor, how to handle donations earmarked for a particular project, how to prioritize projects if a donor-supported project is not supported by a majority of homeowners, how to disburse donated funds.
- An ideal situation would have donated funds become property of the HOA and deposited into general

funds, and not earmarked or set aside for any particular project. However, HOA's would probably have donors who want their funds go toward specific projects, and might possibly conflict with the needs of a majority of homeowners.

- A spirited discussion ensued around the issue of funds donated towards projects supported by a minority of the community, versus funds donated towards projects a majority of the community supports. How the Community and Board should manage that situation was not clear.
- It was noted that in the past there have been sales of donated items, with the funds going toward building the kitchen cabinets in the Ramada, to the benefit of the entire community.
- The discussion included comments about how to fund new projects such as a hot-water shower, and how we funded recent much-needed, large-dollar operational-like projects such as stucco repair and paint on the common area walls and the walls bordering our walkthroughs. Use of the Reserve Fund was briefly discussed, especially as to how to regard the money in the reserve account – Treasurer DeBus commented that the Reserve Account is a pool of money to fund big-ticket items that have long lifetimes. Our target is Reserve Funding at 70% level.
- **No Board action was taken.**

Homeowner Forum (01:39:00)

- Victoria – question and comments re the occupancy changes in Declarations.

Adjournment AT 7:36 PM – (01:40:20)

John Baughn
Secretary
Casita Colony Recreation Association

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| CCRA Board Meeting | Date: <u>5/14/24</u> | | | |
| President > Karen Fleming _____ | Director > Lynn Helferich _____ | | | <div style="border: 1px solid black; padding: 5px; transform: rotate(-15deg); display: inline-block;"> 30 attending </div> |
| Vice President > Ralph Whitney _____ | Secretary > John Baughn _____ | | | |
| Treasurer > Wayne DeBus _____ | Alternate Director > Gus Meyers _____ | | | |
| | Alternate Director > Raina Sainz _____ | | | |

| <u>Attendee</u> | <u>Address</u> | <u>Board</u> | <u>Resident</u> | <u>Guest</u> |
|-------------------|------------------------|--------------|-----------------|--------------|
| Kay DeBus | 7657 E. Thornwood Dr | | ✓ | |
| Vickie Wagner | 7033 E Rancho Vista Dr | | ✓ | |
| Linda Estes | 7706 E Rancho Delva | | ✓ | |
| PENELOPE MEYERS | 7705 E HIGHLAND | | ✓ | |
| Andy Stevenson | 4723 N 76th Place | | ✓ | |
| Susan Moran | 7713 E Rancho Vista | | ✓ | |
| Debbie Dubinsky | 7736 E Rancho Vista | | ✓ | |
| Elizabeth Rehling | 7730 E Rancho Vista | | ✓ | |
| Sher Novak | 7715 E Highland Ave | | ✓ | |
| Russell Martin | 7715 E Highland Ave | | ✓ | |
| Donna Baldwin | 7746 E Highland | | ✓ | |
| Victoria Mattera | 7750 E Highland | | ✓ | |
| Susan Pfafner | 7723 E Highland | | ✓ | |
| JESSE SAINZ | 7643 E HIGHLAND | | ✓ | |
| STACY STEVENSON | 4723 N 76th Pl | | ✓ | |
| RAINA SAINZ | 7643 E HIGHLAND | | ✓ | |
| Cindy Johnson | 7661 E Highland | | | |
| Colleen K Lopez | 4810 N 78th St | | ✓ | |
| Michelle Bussiere | 4811 N Miller Rd | | ✓ | |
| Gaynelle Stamm | 7710 E. Thornwood Dr | | ✓ | |
| MATHRYN BAUGHN | 7646 E. Highland Ave | | ✓ | |
| Petty GANWON | 7725 E Rancho Vista Dr | | ✓ | |
| ELAINE BURNS | 7658 E. HIGHLAND | | ✓ | |
| STEVE SUMRALL | 7658 E. THORNWOOD | | ✓ | |

