

# *Casita Colony Recreation Association*

**December 2, 2022**

**TO:** The Shareholder of Casita Colony Recreation Association, Villa Monterey Unit III,  
Scottsdale, AZ

## **NOTICE OF ANNUAL MEETING**

As prescribed in the Bylaws, The Casita Colony Recreation Association  
(a.k.a. Villa Monterey Unit III) shareholders' annual meeting will be held on:

**SATURDAY, FEBRUARY 11, 2023**

**THE MEETING STARTS AT 11:00 A.M.**

**COFFEE AND MORNING SNACKS AT 10:00 A.M. LOCATION:**

**RAMADA, 7702 E. HIGHLAND AVE. SCOTTSDALE, AZ**

**SIGN-IN SHEETS:** We have prepared Sign-in Sheets where your name and address are pre-printed. You only need to "check" the line where your name appears.

**Ballots:** We are continuing the method for voting that started in 2022. You can vote electronically, complete the enclosed ballot and mail it in before the meeting, or place it in the drop box at the Ramada before the meeting.

**Complete voting instructions are detailed on page 10**

**HOA DUES:** Your 2023 Annual Dues will be emailed to each household listed on the VM III email list. **Michelle Bussiere** will email invoices starting on December 10, 2022. You will receive an email from casitacolonyra3banker@gmail.com.

# *Casita Colony Recreation Association*

**FOR THOSE WITHOUT AN EMAIL ADDRESS, THIS PACKET INCLUDES YOUR INVOICE.**

Dues are due **January 1, 2023**, and can be mailed or placed in the CCRA mailbox at 7702 E. Highland Ave. Checks may also be brought to the annual meeting and given to Michelle Bussiere.

**DUES ARE CONSIDERED LATE IF NOT RECEIVED BY MARCH 1, 2023**

There will be a \$50.00 annual dues increase. This increase is due to the inflation rate that has affected the cost of services and repairs.

Please contact the undersigned or any VM III Board Member if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "JERRY WORTHAM". The signature is written in a cursive, slightly stylized font.

Jerry Wortham  
President

# *Casita Colony Recreation Association*

## **ANNUAL MEETING AGENDA FEBRUARY 11, 2023**

### **1. Call to Order**

Quorum (40 in person or by absentee ballot) is or is not met.

### **2. Introduction of 2022 Current Board Members**

Jerry Wortham, President  
Lynn Stilger, Vice President  
Stephanie Tumbleston, Secretary  
Michelle Bussiere, Treasurer  
Elizabeth Rehling, Member & Neighborhood Watch  
John Baughn, Alternate  
Lynn Helferich, Alternate

### **3. Exiting Board Members**

Lynn Stilger  
Jerry Wortham

### **4. Introduction of new VM III Board Members**

### **5. Introduction of Committee Members**

Penelope Meyers, **Email Blast and Roster**

Karen Fleming, **Website**

Gus Meyers, **Pool Area**

Steve Sumrall, **Grounds**

Sue Monan, **Library**

Helen Dowell, **Property Maintenance (Helen will depart this committee)**

John Baughn & Donna Baldwin, **Board Membership**

Kathryn Baughn, **New Residents Welcome**

Lynn Helferich, **Social Committee and Change of Ownership**

John Baughn, **Home Modification**

**6. Introduction of New Homeowners**

**7. Minutes from February 2022 Annual Meeting**  
-Stephanie Tumbleston

**8. Treasurer's Report – Michelle Bussiere**

- 2022 Financial Report
- 2023 Operating Budget
- 2023 Reserve Fund
- Dues Increase

**9. New Committee Members**

- John Baughn - Home Modification
- Lynn Helferich - Change of Ownership

**10. Survey and RSVP request**

**11. General Discussion from Residents**

**12. Adjourn**

**CASITA COLONY RECREATION ASSOCIATION  
VILLA MONTEREY 3  
ANNUAL MEETING  
FEBRUARY 12, 2022**

It was great to have the 2022 VM III Annual Meeting on a beautiful February day. The weather and fewer COVID restrictions helped to produce a sizeable resident turnout. As we know, this is the one time of the year we can get together and have constructive communication.

The first order of business was an introduction of the current board members. Lynn Stilger, Linda Wise, Michelle Bussiere, Elizabeth Rehling, and Jerry Wortham attended.

Linda Wise attended her last annual meeting as a board member. Linda has served on the board as secretary for the past three years. We want to thank Linda for her excellent service and regret to see her departure.

The next topic introduced the committee members. It was great to see the turnout of members representing each committee.

Each new homeowner introduced themselves, always a significant part of VM 3 meetings.

The next topic on the agenda covered the minutes of the February 2021 annual meeting. Linda Wise presented the minutes, and the attending shareholders voted to approve.

Michelle Bussiere presented the annual Treasurer's Report, detailing line-item expenses, including expected cost increases. It is always great to see that the 2021 actual expenses are aligned with projections. For year-end 2021, the actual expenditures were \$73,386 compared to a budget of \$73,038, exceeding the budget by only \$748.

Michelle further outlined the reserve fund portion of the budget. The following list details the 2022 reserve fund plans.

- Common area west wall repair - COMPLETED
- Cabana molding repair - COMPLETED
- Ozone system for the pool
- Ramada repair
- New bathroom windows

Established in 2018, we have seen the reserve fund account grow from \$29,752 to a current balance of \$54,000. Close management of this fund has enabled us to increase the fund while maintaining the cost of HOA dues for the past four years.

I am pleased to announce that Stephanie Tumbleston will now take a seat to fill the vacant board seat. Stephanie received the necessary votes from the VM 3 shareholders and will serve on the board for the next three years.

At the 2021 annual meeting, we presented the goals for last year to all in attendance. As I stated when explaining the objectives, the number one goal was to accomplish the goals and then provide the results at the 2022 annual meeting.

The goals for 2021 were as follows:

**Email Blast:** I am confident we can all agree that "The Blast" is a huge success. Penelope Meyers has orchestrated this program and advanced the program from a "newsletter" into a complete communication tool. From the beginning, the plan was to develop a system that allowed two-way communication. You have seen in action how two-way communication can work. We can poll residents on subjects where the board needs additional input. You can now vote online, as seen with the board member ballot. In the future, you will see more communication avenues used through "The Blast."

You saw the new **VM III website** rollout. We like to think of the website as our marketing tool to show the face of Villa Monterey III to all interested parties. The website communicates with VM 3 residents, but as necessary, it shares information with anyone interested in our community.

Karen Fleming has spent considerable time developing and maintaining the VM 3 website. As with "The Blast," the website's goal was to layer its two-way communication capabilities. You saw in December the added feature of

reserving the ramada for your social events. You can now book the ramada online without going to the cabana and entering your date on a calendar. Karen will work on new features that streamline Home Modification and Real Estate transactions.

Starting in 2020, we made an all-out effort to increase the use of committees. We are incredibly pleased to report that we now have ten active committees with over twenty participating residents. We want to thank all committee members for their efforts and contribution to the community.

One of the responsibilities of your board president is to prepare all meeting agendas and topics for discussion at annual or board meetings. When a resident presents a well-thought-out case that affects the majority of the community, your president must review it and place it on the agenda. In advance of the annual meeting, I received two requested agenda topics. Both requests included facts and supporting documents that provided me with the data to add to the annual meeting agenda. Plus, what better time to have an open discussion than when many residents attend?

Please note that the following outlines the topics and the discussion. The procedures were simple:

1. I presented the matter with a history of the subject.
2. Each resident wishing to comment raised their hand and expressed their thoughts in a minute.
3. I asked for a hand show to judge the **polling** results at the end of each subject.

The board wishes to thank all residents in attendance for their professional comments and orderly fashion.

Each board member absorbed the information, and the board voted at the monthly board meeting immediately following the annual meeting.

Below are the topics which were discussed. (The board letter detailing the monthly meeting and the board's votes will be sent in a few days.)

## **I. CITRUS GLEANING TIMELINE**

The Rules and Regulations state that the citrus trees are to be stripped of fruit no later than **June 30 to discourage roof rats.**

Effective for 2022, the deadline date is **April 30**.

## **II. CARPORT RULE CHANGE AS IT RELATES TO BICYCLES**

Currently, the VM 3 Rules and Regulations do not allow storing bicycles in the carport. As many of you know, this subject has been somewhat like a roller coaster.

**The new rule will allow storing two bicycles/e-bikes on the front carport wall in front of your automobile.**

As stated, an upcoming blast will address these changes in detail.

Before adjourning the meeting, Gus Meyers suggested addressing the old shuffleboard court. As we all know, shuffleboard is an outdated activity and is not expected to return for some decades. We discussed ideas like a pickleball court in the past, and another was a sitting area with a fire pit.

Please let a board member know if you have a suggestion or idea regarding using that area. Also, if you have any experience developing a pickleball court, please get in touch with me to share your thoughts and experiences.

The meeting adjourned at 12:30 PM.

February 11, 2023, is the date for the next annual meeting.

Villa Monterey III

Budget vs. Actuals: CCRA Budget 2023 - FY23 P&L

January - December 2023

|                              | Jan 2023     | Feb 2023     | Mar 2023    | Apr 2023    | May 2023    | Jun 2023    | Jul 2023    | Aug 2023    | Sep 2023    | Oct 2023    | Nov 2023    | Dec 2023    | Total        |
|------------------------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
|                              | Budget       | Budget       | Budget      | Budget      | Budget      | Budget      | Budget      | Budget      | Budget      | Budget      | Budget      | Budget      | Budget       |
| Income                       |              |              |             |             |             |             |             |             |             |             |             |             |              |
| HOMEOWNER FEES               |              |              |             |             |             |             |             |             |             |             |             |             |              |
| Total Income                 | \$ 45,000.00 | \$ 24,800.00 | \$ 3,360.00 | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 0.00     | \$ 73,160.00 |
| Expenses                     |              |              |             |             |             |             |             |             |             |             |             |             | 0.00         |
| ENTRANCE                     |              |              |             |             |             |             |             |             |             |             |             |             |              |
| Electric                     | 33.00        | 33.00        | 33.00       | 33.00       | 33.00       | 33.00       | 33.00       | 33.00       | 33.00       | 33.00       | 33.00       | 33.00       | 396.00       |
| Fountain Maintenance         | 65.00        | 65.00        | 65.00       | 65.00       | 65.00       | 65.00       | 65.00       | 65.00       | 65.00       | 65.00       | 65.00       | 65.00       | 780.00       |
| Landscape/Repairs            | 400.00       | 400.00       | 400.00      | 400.00      | 400.00      | 400.00      | 400.00      | 400.00      | 400.00      | 400.00      | 400.00      | 400.00      | 4,800.00     |
| Water                        | 135.00       | 135.00       | 135.00      | 135.00      | 135.00      | 135.00      | 135.00      | 135.00      | 135.00      | 135.00      | 135.00      | 135.00      | 1,620.00     |
| Total ENTRANCE               | \$ 633.00    | \$ 633.00    | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 633.00   | \$ 7,596.00  |
| MISCELLANEOUS                |              |              |             |             |             |             |             |             |             |             |             |             |              |
| Miscellaneous Expense        | 100.00       | 100.00       | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 1,200.00     |
| Accounting                   | 800.00       | 0.00         | 0.00        | 200.00      | 0.00        | 100.00      | 0.00        | 0.00        | 700.00      | 0.00        | 0.00        | 0.00        | 1,800.00     |
| Fees - Bank/Other            | 30.00        | 30.00        | 510.00      | 10.00       | 10.00       | 10.00       | 10.00       | 10.00       | 10.00       | 10.00       | 10.00       | 10.00       | 660.00       |
| Insurance                    | 0.00         | 0.00         | 0.00        | 2,650.00    | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 2,650.00     |
| Total MISCELLANEOUS          | \$ 930.00    | \$ 130.00    | \$ 610.00   | \$ 2,960.00 | \$ 110.00   | \$ 210.00   | \$ 110.00   | \$ 110.00   | \$ 810.00   | \$ 110.00   | \$ 110.00   | \$ 110.00   | \$ 6,310.00  |
| OFFICE EXPENSE               |              |              |             |             |             |             |             |             |             |             |             |             |              |
| Copies-Misc/Annual Packets   | 200.00       | 0.00         | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 0.00        | 200.00       |
| Newsletter/Website           | 25.00        | 25.00        | 25.00       | 525.00      | 25.00       | 25.00       | 25.00       | 25.00       | 25.00       | 25.00       | 25.00       | 25.00       | 800.00       |
| Office Supplies              | 20.00        | 20.00        | 20.00       | 20.00       | 20.00       | 20.00       | 20.00       | 20.00       | 20.00       | 20.00       | 20.00       | 20.00       | 240.00       |
| Total OFFICE EXPENSE         | \$ 245.00    | \$ 45.00     | \$ 45.00    | \$ 545.00   | \$ 45.00    | \$ 45.00    | \$ 45.00    | \$ 45.00    | \$ 45.00    | \$ 45.00    | \$ 45.00    | \$ 45.00    | \$ 1,240.00  |
| POOL AREA                    |              |              |             |             |             |             |             |             |             |             |             |             |              |
| Equipment-Repairs/Replace    | 1,000.00     | 100.00       | 100.00      | 500.00      | 100.00      | 100.00      | 100.00      | 500.00      | 100.00      | 100.00      | 100.00      | 100.00      | 2,900.00     |
| Pest Control                 | 70.00        | 70.00        | 70.00       | 70.00       | 70.00       | 70.00       | 70.00       | 70.00       | 70.00       | 70.00       | 70.00       | 70.00       | 840.00       |
| Pool Cleaning                | 1,000.00     | 500.00       | 500.00      | 500.00      | 500.00      | 500.00      | 500.00      | 500.00      | 500.00      | 500.00      | 500.00      | 500.00      | 6,500.00     |
| Pool House-Supplies/Expenses | 60.00        | 60.00        | 60.00       | 60.00       | 60.00       | 60.00       | 60.00       | 60.00       | 60.00       | 60.00       | 60.00       | 60.00       | 720.00       |
| Total POOL AREA              | \$ 2,130.00  | \$ 730.00    | \$ 730.00   | \$ 1,130.00 | \$ 730.00   | \$ 730.00   | \$ 730.00   | \$ 1,130.00 | \$ 730.00   | \$ 730.00   | \$ 730.00   | \$ 730.00   | \$ 10,960.00 |
| RAMADA AREA                  |              |              |             |             |             |             |             |             |             |             |             |             |              |
| Clean Ramada                 | 250.00       | 220.00       | 220.00      | 250.00      | 220.00      | 220.00      | 250.00      | 220.00      | 220.00      | 250.00      | 220.00      | 250.00      | 2,790.00     |
| Exterior Wall                | 100.00       | 100.00       | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 100.00      | 1,200.00     |
| Landscape                    | 550.00       | 550.00       | 550.00      | 550.00      | 550.00      | 550.00      | 3,000.00    | 550.00      | 550.00      | 1,800.00    | 550.00      | 550.00      | 10,300.00    |
| Repairs/Supplies             | 200.00       | 200.00       | 50.00       | 50.00       | 50.00       | 200.00      | 50.00       | 50.00       | 50.00       | 50.00       | 50.00       | 400.00      | 1,400.00     |
| Total RAMADA AREA            | \$ 1,100.00  | \$ 1,070.00  | \$ 920.00   | \$ 950.00   | \$ 920.00   | \$ 1,070.00 | \$ 3,400.00 | \$ 920.00   | \$ 920.00   | \$ 2,200.00 | \$ 920.00   | \$ 1,300.00 | \$ 15,690.00 |
| SOCIAL EXPENSES              |              |              |             |             |             |             |             |             |             |             |             |             |              |
| UTILITIES                    |              |              |             |             |             |             |             |             |             |             |             |             |              |
| Electric                     | 600.00       | 600.00       | 600.00      | 600.00      | 600.00      | 600.00      | 600.00      | 600.00      | 600.00      | 600.00      | 600.00      | 600.00      | 7,200.00     |
| Gas                          | 1,694.00     | 1,452.00     | 1,573.00    | 1,089.00    | 874.00      | 605.00      | 275.00      | 275.00      | 275.00      | 605.00      | 726.00      | 970.00      | 10,413.00    |
| Water                        | 550.00       | 440.00       | 440.00      | 440.00      | 550.00      | 660.00      | 770.00      | 880.00      | 880.00      | 770.00      | 770.00      | 770.00      | 7,920.00     |
| Total UTILITIES              | \$ 2,844.00  | \$ 2,492.00  | \$ 2,613.00 | \$ 2,129.00 | \$ 2,024.00 | \$ 1,865.00 | \$ 1,645.00 | \$ 1,755.00 | \$ 1,755.00 | \$ 1,975.00 | \$ 2,096.00 | \$ 2,340.00 | \$ 25,533.00 |
| Net Operating Income         | \$ 7,882.00  | \$ 5,100.00  | \$ 5,551.00 | \$ 8,547.00 | \$ 4,462.00 | \$ 4,553.00 | \$ 6,563.00 | \$ 4,593.00 | \$ 4,893.00 | \$ 5,893.00 | \$ 4,534.00 | \$ 5,658.00 | \$ 65,229.00 |
| Net Income                   | \$ 37,118.00 | \$ 19,700.00 | \$ 2,191.00 | \$ 8,547.00 | \$ 4,462.00 | \$ 4,553.00 | \$ 6,563.00 | \$ 4,593.00 | \$ 4,893.00 | \$ 5,893.00 | \$ 4,534.00 | \$ 5,658.00 | \$ 4,931.00  |

# *Casita Colony Recreation Association*



7702 E. Highland Avenue Scottsdale, AZ 85251 [www.villamonterey3.org](http://www.villamonterey3.org)

## **2023 BALLOT**

The annual meeting is scheduled for 11 A.M. February 11, 2023, at the ramada in the recreation area, 7702 E, Highland Avenue. Under Arizona law, owners may vote in person, electronically, or by mail-in ballot.

- **MAIL-IN BALLOTS MUST BE RECEIVED BY FEBRUARY 10, 2023.**
- **ELECTRONIC BALLOTS MUST BE TRANSMITTED NO LATER THAN FEBRUARY 8, 2023.**
- **IN-PERSON BALLOTS MUST BE RECEIVED NO LATER THAN 10:45 A.M., FEBRUARY 11, 2023.**

Blank ballots and a drop box will be at the Ramada before the start of the meeting.

**FOR RESIDENTS USING PAPER BALLOTS, PLEASE USE THE FOLLOWING TWO YELLOW PAGES TO CAST YOUR VOTE. (PAGES 11 & 12)**

# *Casita Colony Recreation Association*

## **BOARD MEMBER BALLOT**

### **I. ELECTION OF BOARD DIRECTORS**

Two 3-year positions are available on the association's Board of Directors. The following residents are nominated to fill the open seats.

- I. To vote for a candidate, place an "X" to the left of the candidate's name. Enter write-in candidate(s) on the provided lines.

**FOR THOSE VOTING ELECTRONICALLY, PLEASE DO NOT COMPLETE THIS BALLOT.**

### **VOTE FOR NO MORE THAN TWO**

\_\_\_\_\_ **JOHN BAUGHN**

\_\_\_\_\_ **RUSSELL MARTIN**

\_\_\_\_\_

\_\_\_\_\_

**RESIDENT'S NAME (required):**

\_\_\_\_\_

**ADDRESS:**

\_\_\_\_\_

**ONE BALLOT PER HOUSEHOLD**

# BALLOT

## AMENDMENT TO SECTION 8 OF THE BYLAWS

### II. Currently, *Section 8* of the Bylaws states.

**Section 8. VOTING FOR DIRECTORS:** (a) The Board shall consist of not more than nine (9) members. They must be resident homeowners of Villa Monterey, Unit Three, and must reside therein for not less than six months in each calendar year. Except as necessary to fill vacancies, not more than three (3) directors shall be elected each year to serve for one three-year

### Proposed change:

**Section 8. VOTING FOR DIRECTORS:** (a) The Board shall consist of not more than nine (9) members. They must be resident homeowners of Villa Monterey, Unit Three, and must reside therein for not less than nine months in each calendar year. The residing months must coincide with the board meeting schedule. September – May of each year. Except as necessary to fill vacancies, not more than (3) directors shall be elected each year to serve for one three-year term.

PLACE AN "X" to the left of YES or NO

\_\_\_\_\_ YES

\_\_\_\_\_ NO

RESIDENT'S NAME (required):

\_\_\_\_\_  
ADDRESS:  
  
\_\_\_\_\_

ONE BALLOT PER HOUSEHOLD