



**Board Meeting Minutes  
Casa del Cielo Pool Ramada  
Monday, March 25, 2024, at 5 pm**

**BOARD MEMBERS PRESENT:** Mike Zoretich, Ginny Bertoncino, Paula Hoff, Kathy Hippensteel, Debby Castro

**HOMEOWNERS PRESENT:** Marcia Cherry, Rick and MaryAnn Deutsch, Ken Huett, Leslye Lebakken, Oda Lomax, Bill & Shirley McGlone, Jim Moran, Carmen Padgett, Romane Roman, Randy and Frieda Vogel, Mike Wolfe

**CALL TO ORDER:** The meeting was called to order by Casa del Cielo Vice President Ginny Bertoncino at 5:00 pm. President Mike Zoretich attended the meeting remotely and joined in person later.

**PRESENTATION:** Commander Tom Myers and Community Outreach Officer Brian Hartman from the City of Scottsdale provided information on ways to guard against homes being burglarized. Details of the presentation will be highlighted in the April newsletter.

**APPROVAL OF MINUTES:** Minutes of the February meeting were approved via email and are posted on the website at [www.casadelcieloscottsdale.com](http://www.casadelcieloscottsdale.com).

**COMMITTEE REPORTS:**

**Finance**

Paula Hoff, Treasurer, reported there are irregularities with the January and February financial reports provided by Integrity First Property Management. The approval of the January finances at the February board meeting has been rescinded pending further investigation by Mike Zoretich and Paula Hoff. The February finances were not approved. A special meeting with committee chairs to discuss budgeted items will take place in the next few weeks. Per the installation of the backflow preventer at the meter, this cost of ~\$2,250 was presented as a capital investment given it is infrastructure. The members of the board agreed that this expense would be funded via the capital reserve account. Paula to communicate this to Integrity First to ensure that this invoice from ABC Water Works is to be paid from the Capital reserve account.

**Architectural**

Mike Zoretich, ACC Chair, reported paver requests are not consistent with the guidelines of 2017 and that the guidelines need to be updated. Also, there needs to be a follow-up process for homes that fail inspection when being sold to ensure repairs are made within 90 days. There is a letter that goes in the file at closing for items to be fixed by either the seller or buyer. Mike provided an update on painting of the street light poles and is waiting for a response from the City of Scottsdale. He noted that Tom Hughes suggested "No Solicitation" signs be posted at both entrances of the community. Ginny volunteered to check with Scottsdale Ranch where to place signage and if there is a City of Scottsdale ARS Statute.

**Pool**

Mike Wolfe, Pool Co-Chair, reported that the pool had been working fine, but noticed the temperature was not at the standard 86 degrees. He will call McCallum Pool Service. He noted that the pool maintenance is on-going, and repairs are fixed when they happen to avoid the pool being shut down.

**Landscape**

Randy Vogel, Landscape Chair, reported six trees were trimmed and other shrubbery will be trimmed back as weather permits. Spraying for weed control will be coming in April and May. A vendor contacted CdC to spray for Mosquitos around the community. Randy noted they have not been a problem in recent years and are mainly in backyards where there may be standing water. Per City of Scottsdale requirements, a backflow preventer was installed by ABC Water Works at the meter. The tile that was needing repair at the entrance has been repaired.

### Social Committee

Ginny Bertoncino, Social Committee Chair, reported that the St. Patty's party on March 16<sup>th</sup> was highly successful with approximately 50 residents attending. A request was made to Kathy Hippensteel to write a blurb about the party that could be included in the Scottsdale Ranch newsletter. Kathy said she will contact Scottsdale Ranch. Shirley Ekvall coordinates the Don Bluth Theater events and there are 14 residents attending the theater event on April 4<sup>th</sup>. Ginny is planning a Glow Putt Mini Golf event on Thursday, April 11<sup>th</sup>. Residents and guests will pay only \$7.50, and all proceeds will go back to the CdC Social Committee to be used for future events. After golf, residents have the option to go next door to 92<sup>nd</sup> St. Café for food and beverages. She will get the information over to Kathy to send out to residents.

### Communications

Kathy Hippensteel, Secretary/Communications Chair noted that Scottsdale Ranch and Casa del Cielo HOA had approved front doors can be painted black last year. The color DEA002 Black Dunn & Edwards is allowed with any CdC color palette. Kathy will work on getting the CdC Paint Palette form updated on the SR and CdC websites. She also noted that the CdC Board approved that residents have the option to remove tiles and stucco over the area when a house is painted. Kathy will work on making sure residents are aware of that update and it is documented on our website. Janet Kaiser requested information about the CdC Book Club be included in the newsletter. The board agreed. Kathy will include information in the April newsletter. Information about sidewalk repairs, pool rules, and the deadline for picking citrus fruit was in the March newsletter. She will be working on the April newsletter soon.

### Welcome Committee

Debby Castro, Welcome Committee Chair, noted that she developed a Welcome letter for new residents and forwarded it to Mike Zoretich for his review. There was discussion about Debby helping to put together small gift bags for new residents and developing a process of distribution.

### President's Report

Mike Zoretich, President, reported he had no Scottsdale Ranch board updates since they haven't met for March, yet. He noted that CdC's Lease Registration form and guidelines will be updated to align with Scottsdale Ranch's guidelines and form to ensure consistency. These updates will be uploaded on the website in April. Once updated, an email notice will be sent to all residents to collect their 2024 lease notification forms. Ginny volunteered to help update the renters' list that Kathy provided to Mike.

### OLD BUSINESS

Paula updated the board that she requested five (5) Neighborhood Watch signs to be installed last November 2023 at the cost of \$35.00 per sign. Signs are to be installed at 100<sup>th</sup> St/E. San Salvador, E. Mountain View/E. San Salvador, E. San Salvador/E. Mission Lane, E. Calle de Cielo Circle (West side)/E. Calle de Cielo Circle (Eastside), and N. 100<sup>th</sup> Place/E. San Bernardo Drive. The city was notified the signs had not been installed and Paula was told the signs should be installed by April 5.

### NEW BUSINESS

- Kathy reported that she had been in contact with Tom Krebs about painting curb addresses and he was open to the idea of putting a team of helpers together pending approval by the board. Paula said she would be willing to help.
- Mike noted that he would be willing to talk to businesses about advertising on our website as a revenue generating idea, but that we're really not set up to do that, so the idea was tabled for now.
- Per board approval, Ginny will be arranging for Gael Luna, ADOT Community Relations Project Manager to present the 101 Improvements at the April board meeting.
- Discussion was held about Paula setting up an NH Watch Committee to ensure there are at least two (2) NH Watch meetings a year and to develop a written procedure for NH Watch. **Paula motioned to establish a NH Watch Committee and Ginny 2<sup>nd</sup>. Motion carried.**

### HOMEOWNERS FORUM

There were no comments.

The meeting adjourned at 7:20 pm.

## Casa del Cielo Board Meeting – March 25<sup>th</sup>, 2024 –

### Follow-up duties and questions for review and action

#	Follow-Up/ Action Items	Owner	Description / Actions Required	Next Update
1	NH Watch Signage	Paula	- Ensure the City of Scottsdale installs the five (5) signs in their locations in April	April BM
2	Streetlight Poles – Painted	Mike	- To confirm what APS provides or other options.	April BM
3	NH Watch – How it Works?	Paula	- Document a one pager describing committee, how it works); Present at next board meeting.	April BM
4	April Social	Ginny	- Collect RSVPs for the April Glow-Putt social.	April BM
5	Storage Room	Pool Committee	- Options to improve cleanliness & additional venting for pool room (include Randy on options)	April BM
6	Additional Revenue Generation Ideas	Mike	- Validate the types of additional revenue opportunities & develop potential list of ideas to generate additional social funding.	May BM
7	Welcome Token Gift Options	Debbie	- Present the new i) standard welcome letter; ii) token welcome gift; iii) annual social party.	April BM
8	Welcome Letter	Mike / Ginny	- Review Deb’s draft of new welcome letter and provide feedback so Deb can present at the April BM	April BM
9a	Financial Statements	Mike/Paula	- Work w/ Integrity First to understand reporting irregularities in Jan and Feb 2024 and provide updates to Board in April.	April BM
9b	Capital Reserve Expense	Paula	- Develop an email to Integrity First indicating that the invoice (~\$2,250) from ABC Water works to install the backflow preventer mandated by City of Scottsdale needs to be paid from the Reserve Account.	April BM
10	Budget Meeting	Mike/Paula/Randy	- Schedule meeting to review budget and provide updates at April BM.	April BM
11	ADOT 101 Project – Community Update	Ginny	- To arrange ADOT speaker for April BM to provide an overview of the ADOT 101 highway project to the community,	April BM
12	Don Bluth Communication in May Newsletter	Kathy	- Develop a communication piece in April’s newsletter highlighting the community’s participation in the Don Bluth outing	April BM
13	Book club Information - Newsletter	Kathy	- To include information about the book club in Newsletters	April BM
14	Lease Guidance, Form & Examples	Mike / Ginny	- Update guidance to align with Scottsdale Ranch guidelines & forms	April BM
15	Update CdC website – Lease Notification & Forms	Kathy	- To update website with 2024 Lease Guidance and form	April BM

#	Follow-Up/ Action Items	Owner	- Description / Actions Required	Next Update
16	Renters List	Debbie	- To update working with Kathy & Integrity First	April BM
17	No Solicitation Signs - Entrances	Ginny	- To explore "No Solicitation" signs be posted at both entrances of the community. Check with SRCA signage rules, location, and check with City of Scottsdale about ARS Statute language required on these signs.	April BM
18a	Lease Guidance Update Email Communication	Mike/Ginny	- Draft email communication to have Kathy issue in April requesting homeowners to provide their 2024 Lease forms	May BM
18b	Lease Forms - 2024	Ginny/Kathy	- Track and collect homeowner responses regarding their leasing activities & forms for 2024	June BM
19	Update CdC & SRCA websites - Front Door Color Palette	Kathy	- Complete & update the necessary information to reflect the new front door color palette of DEA002 Black by Dunn & Edwards	May BM
20	Email Communication – New Front Door Color & Tile Removal	Kathy / Deb	- Deb to create first draft of a communication that can be emailed to residents letting them know of the new front door color palette, including option of removal of tiles with stucco and paint.	May BM
21	Paver Guidance	Mike / Randy / ACC Committee	- To work with Mauricio & Randy to draft updated Paver guidelines. Previous guidance created in 2017. Paver guidance updates will be shared with the ACC Committee for their review. Updates to be uploaded to the website and presented at May BM.	May BM
22	St Patty's Communication in SRCA's Newsletter	Kathy	- Develop a communication about the party and contact Scottsdale Ranch to see how we get this piece into their newsletter.	May BM
23	Access to Utility Accounts - Online	Paula	- To have Integrity First setup Paula to obtain access our Utility Accounts online	May BM
24	Utility Accounts Analysis	Paula	- Conduct an analysis on our usage of water and electric and provide a readout at May BM	May BM
25	Reserve Study Comparison	Mike	- Provide a summary comparison of the two reserves studies completed in 2018 and Dec 2023	May BM
26	Discount Coupons	Mike	- Canvas merchants for new & existing resident potential discounts.	May BM
27	Curb Painting	Kathy / Paula	- Work with Tom Krebs to put a team of helpers together and develop a small budget to cover materials. Report back to the board in May for approval.	May BM
28	NH Watch Committee	Paula	- To organize a committee consisting of NH Watch co-captains and communicate when the two meetings will occur.	May BM

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---	Follow-up Process & Communication to Homeowner	ACC Committee	- Discuss the need for a follow-up process and a standard email communication to homeowners to address any open Inspection items within 90 days after closing on the purchase of the home.	Oct BM
---	RFP Accounting Services	Mike	- To start drafting a request for proposal for accounting services	Date To Be Established
---	Home Sales Fees	Mike / Paula	- Will review with Gisele 3/15/2024 financial review meeting to see if upward adjustments are possible to align with market rates? For example, Tenant Registration Fee of \$25.	On Hold – Date to Be Established
---	SRCA Updates	Mike	- Regular meetings with SRCA board & community members to provide updates monthly & quarterly.	Board Meetings

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<b>Completed Follow-ups</b>				
C	In Front of House Sidewalk Repairs Communication	Kathy	- Develop content for March newsletter for residents to contact the city to repair sidewalk.	Completed
C	Pool Operating Rules Communication	Kathy	- Develop content for March newsletter about pool operating procedures (temperature, lamp, gate closure, absence of Lifeguard, etc.)	Completed
C	New Pool Pump – Requirement	Paula	- New city requirement (01/24). Randy requested ~ \$2,250 (unplanned in 24' budget) for a new pump. - Review budget & capital reserve options /recommendations at next meeting.	Completed
C	NH Watch – Police Update	Paula	- Arrange a representative from the police department to provide updates at the next meeting. Police spoke at March BM.	Completed
C	April Social	Ginny	- Provide details regarding social event for April	Completed
C	Tile Repair	Randy	- Resident mentioned a tile needs repair at entrance to the community. Tile repaired.	Completed
C	Social Event March 16 <sup>th</sup> Communication	Ginny	- Develop communication announcing neighborhood social event on March 16 <sup>th</sup> @ park by pool. Work w/ Kathy to send communication.	Completed