

AGENDA

BOARD OF DIRECTORS MEETING Cielito Lindo de Tubac Homeowners Association

Date: January 28, 2013

Time: 5:30 PM

Location: Cielito Lindo de Tubac Clubhouse

1. **CALL TO ORDER**
2. **ROLL CALL & ESTABLISH QUORUM (3):** Ron Kurpius, Rodney Rich, Bobbie North, Mary Fay and Catherine Marrero.
3. **APPROVAL OF MINUTES:** December 17, 2012
4. **REPORTS:**
 - President Ron Kurpius
 - Treasurer & Managers Linda Hansen
 - Design Review Committee Bobbie North
 - Painting Linda Hansen
 - Pool Linda Hansen
 - Landscaping Ron Kurpius
5. **UNFINISHED BUSINESS**
 - a. Painting-Schedule for painting
 - b. March 9th workday
 - c. Gravel and Plants
 - d. Parking Fees for non-compliance
 - e. Signage-Visitor's Parking Only and No Parking
 - f. List of those nominated for Board office
 - g. Newsletter
6. **NEW BUSINESS**
 - a. Book of Motions
7. **MEMBER'S OPEN FORUM**
8. **DATE OF NEXT WORKING MEETING:** February 11,2013, 4:30PM at Clubhouse
9. **DATE OF NEXT BOARD MEETING:** Annual meeting-February 6, 2013, 5:30 PM at Clubhouse
Board meeting-February 25, 2013, 5:30 PM at Clubhouse
10. **ADJOURNMENT**

Manager's Report

January 28, 2013

CIELITO LINDO de TUBAC
HOMEOWNERS ASSOCIATION

Financials as of November 30, 2012

Ending Balances:

Operating Acct.
Commerce Bank \$ 16,523.08

Reserve Acct.
Commerce Bank \$ 36,902.45

Monthly Income \$ 10,900.93

Monthly Expenses \$ 6,161.08

Net Income \$ 4,739.85

Delinquent Assess. \$1,046.29

Late fees & Interest \$ 33.67

Special Assessment \$ 0.00

Collection Fees \$ 243.00

Legal Expense \$ 0.00

Budget Comparison	YTD Actual	YTD Budget	Variance
Income	\$101,743.05	\$97,548.00	\$ 4,195.05
Expenses	\$107,942.62	\$97,548.00	(\$ 10,394.62)
Net Income	(\$ 6,199.57)*		

*The variance is primarily due to \$7,990.53 of 2011 excess year-end operating funds being transferred to reserves.

1. I emailed Robert Moore to find out if he had made the final selection of the houses that will be painted. I have not heard back from him. As disclosed at the last board meeting, Robert has selected the following houses for painting: 4 Barrio Tubac Lane; 2, 5, 13, & 26 Circulo Diego Rivera. He was reviewing the following: 12 Barrio de Tubac Lane, 122 & 132 Calle Barrio de Tubac.
2. Lot 02: It was reported to me the homeowner was allowing her dogs to run loose and was not picking up the dog feces. I telephoned the homeowner and explained this was against the Association's rules and then a formal letter was sent to the homeowner.
3. Lot 44: Since the homeowner has received letters in the past regarding vehicles parked in the driveway, I called the homeowner and advised her the tenants regularly parked two vehicles in the driveway. The homeowner said she would discuss the situation with the tenants.
4. Pool: Over the weekend of January 19th, Green Valley Pools called me and said they received a telephone call from one of the residents as it relates to the pool temperature being too low. Green Valley Pools called me on Monday, January 21st and explained the chlorinator for the pool froze and when it thawed, water sprayed on the pool pump motor and shorted out the pump thus causing the pool to be non-functional. The pump had to be replaced. Green Valley Pools also told me that the temperature on the spa had been reset to 82 degrees rather than the normal 102 degrees.

New Homeowners

None

Architectural Requests

None

MINUTES	BOARD of DIRECTORS MEETING CIELITO LINDO de TUBAC HOMEOWNERS ASSOCIATION
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DATE: December 17, 2012
TIME: 5:30 P.M.
LOCATION: Cielito Lindo clubhouse
CALL TO ORDER: Ron Kurpius called the meeting to order at 5:30 P.M.

ROLL CALL:

Directors Present: Ron Kurpius President
 Bobbie North Secretary
 Catherine Marrero

Absent: Rodney Rich Vice President
 Mary Fay Treasurer

Management: Linda Hansen, Manager, and Bud Brick of Cadden Community Management

Homeowners: 3

QUORUM: (3) A quorum was present to conduct an official meeting.

APPROVAL OF MINUTES:

Motion: To approve the minutes of November 26, 2012. Amended: Unfinished Business, f, Motion passed four votes to one. Board of Directors meeting as submitted and amended: Motion made, seconded and passed unanimously.

REPORTS:

- President:** Ron Kurpius reported:
- The trees to be planted on Acequia are here, but not yet planted.
- Treasurer/Manager:** Linda Hansen went over the financial figures and the Manager’s Report. Also:
- Linda recommended amending the By-Laws to provide that the Annual Meeting be held in February on a date selected by the Board. She said it was too late for the 2013 Annual Meeting, but the new Board should consider this change.
- Design Review:** Bobbie reported there were no recent requests but a couple were still pending.
- Painting:** Linda Hansen reported Robert Moore had selected five homes for painting and was considering three more.
- Pool:**
- Three homeowners have volunteered to inspect the pool each day for chemical balance and condition.
 - A homeowner reported the pool filter became clogged and shut down the heater. The filter has been cleaned and the heater reset. Also, during inclement weather, the skimmers need to be cleaned more frequently. The pool committee will clean the pool and skimmer twice per week and the pool company comes twice per week.
- Landscaping:** Ron Kurpius reported:
- After a survey of the rocks used in the community, it was found that there are five types. He said it would be very expensive to try to buy all five types. Therefore, at the last Working Meet-

ing Board members selected one type, Wild Cat Red, for use in the community. Ron said it would cost \$3200 for 100 tons or 69 yards. In addition, it would cost \$110 per hour for a spreader. The total would be less than \$6000, which is much less than the old quote.

Motion: To purchase 100 tons of the Wild Cat Red rocks (\$3,200) and hire a spreader and crew (\$2640) to distribute them in the places selected by the Landscape Committee. The project will be completed in 2013. Motion made, seconded and passed unanimously.

UNFINISHED BUSINESS:

a. **Budget approval:** Linda Hansen presented the draft 2013 budget and stated that it included the painting scheduled for next year, the cost of the rocks and spreading, and something for the pool furniture cushions. The Board asked that \$2,000 be listed under plant replacement and remove the funds for landscape improvements and tree maintenance. Also, add to the reserve budget, \$4,300 for irrigation repairs and \$2,500 for pool pump.

Motion: To approve the budget as submitted and amended as above as the official 2013 Budget. Motion made, seconded and passed unanimously.

b. **Pool Committee & contacts:** [Already]

c. **Painting:** [Already]

d. **Work Day—March 9th:** Bobbie North reported that tools have been donated and that there will be some planting that day. A homeowner volunteers to fill the cement cistern behind his property. Additional projects included painting the addition to the pool gate and remove “emergency phone” sign from the pool area. Ron Kurpius reported he relit the hot water heater and repaired the pool gate, which was not latching.

e. **Gravel:** [Already]

f. **Fees for parking:** Bobbie North reported that the Working Meeting had agreed to the following procedure for resident vehicles parked illegally in the visitors parking areas: 1. Place a message on the vehicle with a statement of the violation and request that the vehicle be moved; 2. If still violation, a second notice giving three days to correct; and 3. If still violation, a fine be levied, with a letter to the residents informing them. Bobbie said that if there is a repeat violation, the procedure is to go directly to number 3.

Bobbie stated that if there is a request for a variance to allow a vehicle to park in the Visitors areas, it would be granted for a one-year term, with option to renew. It was also agreed that those using the Visitor parking areas, under a variance, be charged \$100 per month for the privilege. Catherine Marrero questioned whether the fee was too steep for those whose garages were too small for parking their vehicles.

It was agreed to approve and adopt all of the parking proposal, except for the fee for parking in the Visitors parking areas which issue was **tabled**.

g. **Visitor’s parking:** Ron Kurpius called for rules for visitor parking. One suggestion is to stencil those curbs with “Visitor Parking” or “Parking for Visitors Only.”

h. **Nomination of new Board members:** In addition to Bobbie North, Marilyn Lowder and Tom Johnstone have volunteered to run for the Board.

NEW BUSINESS:

a. **Purchase of pool cushions:** Bobbie North will order the new pool cushions.

b. **Newsletter:** Sharon Pearce is to send articles to Linda Hansen for the Newsletter, which should be next published after the Annual Meeting.

MEMBERS OPEN FORUM:

- Many spoke about the parking issue.
- A homeowner said that since there are variables in house painting (one or two story, end or center unit) these should be taken into consideration when preparing the seven-year cycle schedule of painting.

NEXT MEETING: Next Work Session January 14 2013, 4:30 P M. Next Board Meeting: January 28, 2013, 5:30 P.M. both at the clubhouse.

ADJOURNMENT: **Motion:** To adjourn the meeting at 6:45 P.M. Motion made, seconded and passed unanimously.

Minutes submitted by: Bud Brick, Cadden Community Management

**Cielito Lindo De Tubac
Homeowners Association
Summary of Financial Report
December 2012**

	Operating	
Last Month Ending Balance		\$ 11,746.23
Total Income-Current Month		\$ 10,900.93
CCM (GL 1395) Income		\$ 37.00
Total Expenses-Current Month		\$ 6,161.08
CCM (GL1395) Expense		\$ -
This Month Ending Balance		\$ 16,523.08

	Reserve	
Last Month Ending Balance		\$ 35,805.82
Total Income-Current Month		\$ 1,096.63
Total Expenses-Current Month		\$ -
This Month Ending Balance		\$ 36,902.45

Account Balances

Operating Balance - Commerce Bank	\$ 16,523.08
Reserve Balance - Commerce Bank	\$ 36,902.45
Delinquent	\$ 1,322.96
Prepaid	\$ 4,526.33
Unpaid Bills	\$ -

Cielito Lindo de Tubac Homeowners Association
Fund Balance Sheet
Period Through: 12/31/2012

Assets

Other

1025 - Commerce Bank - Operating Account

\$16,523.08

1035 - Commerce Bank - Reserve Account

\$36,902.45

Other Total

\$53,425.53

Assets Total

\$53,425.53**Liabilities and Equity**

Operating Liabilities

1395 - CCM Collections

\$37.00

Operating Liabilities Total

\$37.00

Operating Retained Earnings

\$22,685.65

Reserve Retained Earnings

\$21,364.75

Operating Net Income

(\$6,199.57)

Reserve Net Income

\$15,537.70

Liabilities & Equity Total

\$53,425.53

Cielito Lindo de Tubac Homeowners Association
Budget Comparison Report
12/1/2012 - 12/31/2012

	12/1/2012 - 12/31/2012			1/1/2012 - 12/31/2012			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
<u>Operating Income</u>							
3010 - Owner Assessments	\$8,674.88	\$8,550.00	\$124.88	\$99,859.02	\$102,600.00	(\$2,740.98)	\$102,600.00
3020 - Late Fees & Interest	\$42.50	\$10.00	\$32.50	\$253.77	\$120.00	\$133.77	\$120.00
3055 - Pool Keys	\$50.00	\$0.00	\$50.00	\$50.00	\$0.00	\$50.00	\$0.00
3110 - Suspense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3180 - Interest Earned	\$0.93	\$19.00	(\$18.07)	\$43.93	\$228.00	(\$184.07)	\$228.00
3190 - Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3990 - Bad Debt	\$0.00	(\$5,400.00)	\$5,400.00	\$0.00	(\$5,400.00)	\$5,400.00	(\$5,400.00)
3999 - Prepaid Income	\$2,132.62	\$0.00	\$2,132.62	\$1,536.33	\$0.00	\$1,536.33	\$0.00
<u>Total Operating Income</u>	\$10,900.93	\$3,179.00	\$7,721.93	\$101,743.05	\$97,548.00	\$4,195.05	\$97,548.00
Total Income	\$10,900.93	\$3,179.00	\$7,721.93	\$101,743.05	\$97,548.00	\$4,195.05	\$97,548.00
Expense							
<u>Administrative Expense</u>							
4705 - Accounting/Tax Preparation	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00
4710 - Management Fees	\$598.75	\$599.00	\$0.25	\$7,185.00	\$7,188.00	\$3.00	\$7,188.00
4715 - Postage	\$0.00	\$12.00	\$12.00	\$151.27	\$144.00	(\$7.27)	\$144.00
4720 - Copies	\$9.84	\$15.00	\$5.16	\$203.64	\$180.00	(\$23.64)	\$180.00
4722 - Scanning	\$2.42	\$2.00	(\$0.42)	\$27.39	\$24.00	(\$3.39)	\$24.00
4725 - Coupon Books	\$0.00	\$0.00	\$0.00	\$184.50	\$228.00	\$43.50	\$228.00
4735 - Legal Expense	(\$113.00)	\$116.00	\$229.00	(\$1,366.00)	\$1,348.00	\$2,714.00	\$1,348.00
4740 - Long Distance	\$1.00	\$0.00	(\$1.00)	\$3.48	\$4.00	\$0.52	\$4.00
4745 - Office Supplies	\$12.60	\$22.00	\$9.40	\$204.71	\$264.00	\$59.29	\$264.00
4751 - Bank Fees	\$0.00	\$0.00	\$0.00	\$20.00	\$0.00	(\$20.00)	\$0.00
4760 - Newsletters/Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$60.00	\$60.00
4765 - Fax Service	\$0.75	\$2.00	\$1.25	\$3.00	\$24.00	\$21.00	\$24.00
4780 - Web-Site Expenses	\$0.00	\$0.00	\$0.00	\$121.99	\$125.00	\$3.01	\$125.00
4785 - Social/Welcome Committee	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	\$50.00
<u>Total Administrative Expense</u>	\$512.36	\$768.00	\$255.64	\$6,988.98	\$9,889.00	\$2,900.02	\$9,889.00
<u>Fixed Expenses</u>							
4010 - Property Tax	\$0.00	\$0.00	\$0.00	\$14.04	\$65.00	\$50.96	\$65.00
4011 - Reserve Transfers	\$1,089.00	\$1,089.00	\$0.00	\$13,068.00	\$13,068.00	\$0.00	\$13,068.00
4012 - Reserves - Excess Operating	\$0.00	\$0.00	\$0.00	\$7,990.53	\$0.00	(\$7,990.53)	\$0.00
4015 - ACC Reporting	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00	\$0.00	\$10.00
4020 - Income Taxes - State/Federal	\$0.00	\$0.00	\$0.00	\$45.00	\$200.00	\$155.00	\$200.00
4030 - Liability/D&O Insurance	\$0.00	\$0.00	\$0.00	\$1,832.72	\$1,800.00	(\$32.72)	\$1,800.00
4040 - Master Assessments	\$0.00	\$0.00	\$0.00	\$17,025.00	\$17,100.00	\$75.00	\$17,100.00
4045 - Backflow Prevention Testing	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00	\$150.00
<u>Total Fixed Expenses</u>	\$1,089.00	\$1,089.00	\$0.00	\$39,985.29	\$32,393.00	(\$7,592.29)	\$32,393.00
<u>Landscaping Expense</u>							
4605 - Landscape Maintenance Contract	\$1,275.04	\$1,275.00	(\$0.04)	\$15,300.48	\$15,300.00	(\$0.48)	\$15,300.00
4610 - Plant Replacement	\$1,154.34	\$0.00	(\$1,154.34)	\$1,154.34	\$250.00	(\$904.34)	\$250.00
4615 - Irrigation Repairs	\$232.76	\$0.00	(\$232.76)	\$1,770.35	\$300.00	(\$1,470.35)	\$300.00
4625 - Tree Maintenance	\$0.00	\$0.00	\$0.00	\$1,575.00	\$500.00	(\$1,075.00)	\$500.00
4655 - Landscape Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00
<u>Total Landscaping Expense</u>	\$2,662.14	\$1,275.00	(\$1,387.14)	\$19,800.17	\$16,850.00	(\$2,950.17)	\$16,850.00

Cielito Lindo de Tubac Homeowners Association
Budget Comparison Report
12/1/2012 - 12/31/2012

	12/1/2012 - 12/31/2012			1/1/2012 - 12/31/2012			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Maintenance Expenses							
4305 - General Maintenance	\$0.00	\$0.00	\$0.00	\$525.73	\$300.00	(\$225.73)	\$300.00
4311 - Exterior Painting	\$0.00	\$0.00	\$0.00	\$15,800.00	\$15,000.00	(\$800.00)	\$15,000.00
4340 - Clubhouse Maintenance	\$0.00	\$0.00	\$0.00	\$1,075.28	\$300.00	(\$775.28)	\$300.00
Total Maintenance Expenses	\$0.00	\$0.00	\$0.00	\$17,401.01	\$15,600.00	(\$1,801.01)	\$15,600.00
Pool Expenses							
4510 - Pool Maintenance Contract	\$215.00	\$215.00	\$0.00	\$2,365.00	\$2,580.00	\$215.00	\$2,580.00
4520 - Chemicals/Supplies	\$11.86	\$140.00	\$128.14	\$788.44	\$1,680.00	\$891.56	\$1,680.00
4530 - Janitorial Services	\$150.00	\$155.00	\$5.00	\$1,950.00	\$1,860.00	(\$90.00)	\$1,860.00
4540 - Janitorial Supplies	\$0.00	\$0.00	\$0.00	\$52.03	\$100.00	\$47.97	\$100.00
4550 - Pest Control - Pool Area	\$0.00	\$56.00	\$56.00	\$1,645.80	\$672.00	(\$973.80)	\$672.00
4560 - Permits	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	\$0.00	\$300.00
4570 - Telephone - Pool	(\$0.10)	\$52.00	\$52.10	\$439.97	\$624.00	\$184.03	\$624.00
4580 - Pool Repairs	\$0.00	\$40.00	\$40.00	\$378.01	\$500.00	\$121.99	\$500.00
Total Pool Expenses	\$376.76	\$658.00	\$281.24	\$7,919.25	\$8,316.00	\$396.75	\$8,316.00
Utilities							
4110 - Electric	\$429.69	\$425.00	(\$4.69)	\$4,733.36	\$5,100.00	\$366.64	\$5,100.00
4120 - Water & Sewer	\$424.89	\$450.00	\$25.11	\$5,310.10	\$5,400.00	\$89.90	\$5,400.00
4130 - Gas	\$666.24	\$333.37	(\$332.87)	\$5,804.46	\$4,000.00	(\$1,804.46)	\$4,000.00
Total Utilities	\$1,520.82	\$1,208.37	(\$312.45)	\$15,847.92	\$14,500.00	(\$1,347.92)	\$14,500.00
Total Expense	\$6,161.08	\$4,998.37	(\$1,162.71)	\$107,942.62	\$97,548.00	(\$10,394.62)	\$97,548.00
Operating Net Income	\$4,739.85	(\$1,819.37)	\$6,559.22	(\$6,199.57)	\$0.00	(\$6,199.57)	\$0.00
Reserve Income							
Reserve Income							
5001 - Reserve Interest Earned	\$7.63	\$20.00	(\$12.37)	\$131.83	\$240.00	(\$108.17)	\$240.00
5005 - Reserve Contribution	\$1,089.00	\$1,089.00	\$0.00	\$13,068.00	\$13,068.00	\$0.00	\$13,068.00
5080 - From Excess Operating	\$0.00	\$0.00	\$0.00	\$8,032.96	\$4,996.00	\$3,036.96	\$4,996.00
Total Reserve Income	\$1,096.63	\$1,109.00	(\$12.37)	\$21,232.79	\$18,304.00	\$2,928.79	\$18,304.00
Total Reserve Income	\$1,096.63	\$1,109.00	(\$12.37)	\$21,232.79	\$18,304.00	\$2,928.79	\$18,304.00
Reserve Expense							
Reserve Expenses							
6015 - Street Maint/ Resealing	\$0.00	\$0.00	\$0.00	\$5,695.09	\$3,500.00	(\$2,195.09)	\$3,500.00
6055 - Landscape	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00
Total Reserve Expenses	\$0.00	\$0.00	\$0.00	\$5,695.09	\$13,500.00	\$7,804.91	\$13,500.00
Total Reserve Expense	\$0.00	\$0.00	\$0.00	\$5,695.09	\$13,500.00	\$7,804.91	\$13,500.00
Reserve Net Income	\$1,096.63	\$1,109.00	(\$12.37)	\$15,537.70	\$4,804.00	\$10,733.70	\$4,804.00
Net Income	\$5,836.48	(\$710.37)	\$6,546.85	\$9,338.13	\$4,804.00	\$4,534.13	\$4,804.00

Cielito Lindo de Tubac Homeowners Association
Income Statement
11/1/2012 - 12/31/2012

	Nov 2012	Dec 2012	YTD
Income			
<u>Operating Income</u>			
3010 - Owner Assessments	\$8,275.12	\$8,674.88	\$99,859.02
3020 - Late Fees & Interest	\$8.87	\$42.50	\$253.77
3055 - Pool Keys	\$0.00	\$50.00	\$50.00
3110 - Suspense	\$0.00	\$0.00	\$0.00
3180 - Interest Earned	\$0.92	\$0.93	\$43.93
3190 - Other Income	\$0.00	\$0.00	\$0.00
3999 - Prepaid Income	(\$596.29)	\$2,132.62	\$1,536.33
<u>Total Operating Income</u>	\$7,688.62	\$10,900.93	\$101,743.05
<i>Total Income</i>	\$7,688.62	\$10,900.93	\$101,743.05
Expense			
<u>Administrative Expense</u>			
4705 - Accounting/Tax Preparation	\$0.00	\$0.00	\$250.00
4710 - Management Fees	\$598.75	\$598.75	\$7,185.00
4715 - Postage	\$1.27	\$0.00	\$151.27
4720 - Copies	\$10.92	\$9.84	\$203.64
4722 - Scanning	\$1.98	\$2.42	\$27.39
4725 - Coupon Books	\$0.00	\$0.00	\$184.50
4735 - Legal Expense	(\$150.00)	(\$113.00)	(\$1,366.00)
4740 - Long Distance	\$0.26	\$1.00	\$3.48
4745 - Office Supplies	\$13.25	\$12.60	\$204.71
4751 - Bank Fees	\$0.00	\$0.00	\$20.00
4765 - Fax Service	\$0.00	\$0.75	\$3.00
4780 - Web-Site Expenses	\$0.00	\$0.00	\$121.99
<u>Total Administrative Expense</u>	\$476.43	\$512.36	\$6,988.98
<u>Fixed Expenses</u>			
4010 - Property Tax	\$0.00	\$0.00	\$14.04
4011 - Reserve Transfers	\$1,089.00	\$1,089.00	\$13,068.00
4012 - Reserves - Excess Operating	\$0.00	\$0.00	\$7,990.53
4015 - ACC Reporting	\$0.00	\$0.00	\$10.00
4020 - Income Taxes - State/Federal	\$0.00	\$0.00	\$45.00
4030 - Liability/D&O Insurance	(\$107.28)	\$0.00	\$1,832.72

Cielito Lindo de Tubac Homeowners Association
Income Statement
11/1/2012 - 12/31/2012

	Nov 2012	Dec 2012	YTD
4040 - Master Assessments	\$0.00	\$0.00	\$17,025.00
<u>Total Fixed Expenses</u>	\$981.72	\$1,089.00	\$39,985.29
<u>Landscaping Expense</u>			
4605 - Landscape Maintenance Contract	\$1,275.04	\$1,275.04	\$15,300.48
4610 - Plant Replacement	\$0.00	\$1,154.34	\$1,154.34
4615 - Irrigation Repairs	\$1,054.23	\$232.76	\$1,770.35
4625 - Tree Maintenance	\$0.00	\$0.00	\$1,575.00
<u>Total Landscaping Expense</u>	\$2,329.27	\$2,662.14	\$19,800.17
<u>Maintenance Expenses</u>			
4305 - General Maintenance	\$180.00	\$0.00	\$525.73
4311 - Exterior Painting	\$800.00	\$0.00	\$15,800.00
4340 - Clubhouse Maintenance	\$0.00	\$0.00	\$1,075.28
<u>Total Maintenance Expenses</u>	\$980.00	\$0.00	\$17,401.01
<u>Pool Expenses</u>			
4510 - Pool Maintenance Contract	\$215.00	\$215.00	\$2,365.00
4520 - Chemicals/Supplies	\$67.79	\$11.86	\$788.44
4530 - Janitorial Services	\$150.00	\$150.00	\$1,950.00
4540 - Janitorial Supplies	\$0.00	\$0.00	\$52.03
4550 - Pest Control - Pool Area	\$408.00	\$0.00	\$1,645.80
4560 - Permits	\$0.00	\$0.00	\$300.00
4570 - Telephone - Pool	\$0.00	(\$0.10)	\$439.97
4580 - Pool Repairs	\$0.00	\$0.00	\$378.01
<u>Total Pool Expenses</u>	\$840.79	\$376.76	\$7,919.25
<u>Utilities</u>			
4110 - Electric	\$420.93	\$429.69	\$4,733.36
4120 - Water & Sewer	\$464.55	\$424.89	\$5,310.10
4130 - Gas	\$624.28	\$666.24	\$5,804.46
<u>Total Utilities</u>	\$1,509.76	\$1,520.82	\$15,847.92
Total Expense	\$7,117.97	\$6,161.08	\$107,942.62
Operating Net			

Cielito Lindo de Tubac Homeowners Association
Income Statement
11/1/2012 - 12/31/2012

	Nov 2012	Dec 2012	YTD
Income	\$570.65	\$4,739.85	(\$6,199.57)
Reserve Income			
<u>Reserve Income</u>			
5001 - Reserve Interest Earned	\$7.15	\$7.63	\$131.83
5005 - Reserve Contribution	\$1,089.00	\$1,089.00	\$13,068.00
5080 - From Excess Operating	\$0.00	\$0.00	\$8,032.96
<u>Total Reserve Income</u>	\$1,096.15	\$1,096.63	\$21,232.79
<i>Total Reserve Income</i>	\$1,096.15	\$1,096.63	\$21,232.79
Reserve Expense			
<u>Reserve Expenses</u>			
6015 - Street Maint/ Resealing	\$0.00	\$0.00	\$5,695.09
<u>Total Reserve Expenses</u>	\$0.00	\$0.00	\$5,695.09
<i>Total Reserve Expense</i>	\$0.00	\$0.00	\$5,695.09
Reserve Net Income	\$1,096.15	\$1,096.63	\$15,537.70
Net Income	\$1,666.80	\$5,836.48	\$9,338.13

Cielito Lindo de Tubac Homeowners Association
AP Distribution Report
12/1/2012 - 12/31/2012

Account	Posting Date	Check Date	Payee	Description	Invoice #	Check #	Amount
4011 - Reserve Transfers	12/28/2012	12/28/2012	CIELITO LINDO DE TUBAC HOA	December Transfer	122812	506	\$1,089.00
Total 4011 - Reserve Transfers:							\$1,089.00
4110 - Electric	12/26/2012	12/26/2012	UNS ELECTRIC, INC	7945210000	2-121912	504	\$90.62
	12/26/2012	12/26/2012	UNS ELECTRIC, INC	9000610000	2-121912	504	\$339.07
Total 4110 - Electric:							\$429.69
4120 - Water & Sewer	12/12/2012	12/12/2012	BACA FLOAT WATER CO, INC	Account # 35	12/05/12	500	\$133.43
	12/12/2012	12/12/2012	BACA FLOAT WATER CO, INC	Account # 7	12/05/12	500	\$291.46
Total 4120 - Water & Sewer:							\$424.89
4130 - Gas	12/26/2012	12/26/2012	UNS GAS, INC	6437130000	121912	505	\$666.24
Total 4130 - Gas:							\$666.24
4510 - Pool Maintenance Contract	12/12/2012	12/12/2012	GREEN VALLEY POOLS & SPAS LLC	October Service	4542	499	\$215.00
Total 4510 - Pool Maintenance Contract:							\$215.00
4520 - Chemicals/Supplies	12/12/2012	12/12/2012	GREEN VALLEY POOLS & SPAS LLC	Chemical Sales	4245	499	\$11.86
Total 4520 - Chemicals/Supplies:							\$11.86
4530 - Janitorial Services	12/31/2012	12/31/2012	MARISELA LEAL	December Service	771745	507	\$150.00
Total 4530 - Janitorial Services:							\$150.00
4605 - Landscape Maintenance Contract	12/6/2012	12/6/2012	AAA LANDSCAPE	December Service	50841	498	\$1,275.04
Total 4605 - Landscape Maintenance Contract:							\$1,275.04
4610 - Plant Replacement	12/26/2012	12/26/2012	AAA LANDSCAPE	New Trees	51066	503	\$1,154.34
Total 4610 - Plant Replacement:							\$1,154.34
4615 - Irrigation Repairs	12/12/2012	12/12/2012	AAA LANDSCAPE	Irrigation Repairs	51060	501	\$232.76
Total 4615 - Irrigation Repairs:							\$232.76
4710 - Management Fees	12/3/2012	12/3/2012	CADDEN COMMUNITY MANAGEMENT	December Management Fees	91496	497	\$598.75
Total 4710 - Management Fees:							\$598.75
4720 - Copies	12/18/2012	12/18/2012	CADDEN COMMUNITY MANAGEMENT	November Disbursements	91937	502	\$9.84
Total 4720 - Copies:							\$9.84
4722 - Scanning	12/18/2012	12/18/2012	CADDEN COMMUNITY MANAGEMENT	November Disbursements	91937	502	\$2.42
Total 4722 - Scanning:							\$2.42
4740 - Long Distance	12/18/2012	12/18/2012	CADDEN COMMUNITY MANAGEMENT	November Disbursements	91937	502	\$1.00
Total 4740 - Long Distance:							\$1.00
4745 - Office Supplies	12/18/2012	12/18/2012	CADDEN COMMUNITY MANAGEMENT	November Disbursements	91937	502	\$12.60
Total 4745 - Office Supplies:							\$12.60
4765 - Fax Service	12/18/2012	12/18/2012	CADDEN COMMUNITY MANAGEMENT	November Disbursements	91937	502	\$0.75
Total 4765 - Fax Service:							\$0.75
Grand Total:							\$6,274.18

**Cielito Lindo de Tubac Homeowners Association
Single Spaced Owner Report**

Account #	Lot Number	Display Name	Address1
150200600	1	Gary and Dorothy Hendrix	2 Calle Dorado
150200613	2	Gail Gribben	4 Calle Dorado
150200623	3	Christopher and Diane Miller	6 Calle Dorado
150200631	4	Malcolm and Carol Chesworth	8 Calle Dorado
150200640	5	Lynn R Nixon	10 Calle Dorado
150200651	6	Marshall Klein	12 Calle Dorado
150200662	7	Sharon Pierce	5 Calle Dorado
150200670	8	Rodney and Gail Rich	13 Calle Dorado
150200682	9	Charles Schwamlein	114 Calle Barrio De Tubac
150200691	10	Fred and Judith Noyes	116 Calle Barrio De Tubac
150200701	11	Bobbie North	2 Barrio De Tubac Ln
150200711	12	Timothy and Catherine Duffin	4 Barrio De Tubac Ln
150200723	13	Colin and Mary Steffen	8 Barrio De Tubac Ln
150200730	14	Mark and Marguerite Baker	10 Barrio De Tubac Ln
150200742	15	Donna and Newton McCollough	12 Barrio De Tubac Ln
150200751	16	George and Karen Lee Perce	3 Barrio De Tubac Ln
150200761	17	Thomas and Dian Johnstone	122 Calle Barrio De Tubac
150200773	18	James and Jane Horn	124 Calle Barrio De Tubac
150200780	19	Jack Brasher Trust	126 Calle Barrio De Tubac
150200790	20	Paula Harper	128 Calle Barrio De Tubac
150200802	21	Eleanor N.O. Francis	130 Calle Barrio De Tubac
150200810	22	Edward R and Carla J Lopez	132 Calle Barrio De Tubac
150200820	23	Michael and Mary Fay	134 Calle Barrio De Tubac
150200832	24	M. Shawn Kaiser	136 Calle Barrio De Tubac
150200840	25	Kevin B and Jo Lyn Baker	138 Calle Barrio De Tubac
150200850	26	Valerie Simms	140 Calle Barrio De Tubac
150200860	27	Richard Lockwood	144 Calle Barrio De Tubac
150200872	28	Thomas Taylor	42 Circulo Diego Rivera
150200881	29	Carol Conklin*4*5	40 Circulo Diego Rivera
150200891	30	Michael T Dunn	38 Circulo Diego Rivera
150200900	31	George Blanchard	36 Circulo Diego Rivera
150200913	32	James Lagattuta	34 Circulo Diego Rivera
150200921	33	Ann Howard	32 Circulo Diego Rivera
150200932	34	Trudy Nowak	30 Circulo Diego Rivera
150200940	35	Mark Dittmar	28 Circulo Diego Rivera
150200951	36	Kenneth Veal	26 Circulo Diego Rivera
150200960	37	Leslie A Jackson La Vina	24 Circulo Diego Rivera
150200971	38	Peter and Sharon Rennebohm	22 Circulo Diego Rivera
150200981	39	David J. and Mary E. Dunham	20 Circulo Diego Rivera
150200990	40	Dennis W Dopler	18 Circulo Diego Rivera
150201004	41	Nancy Bennett	16 Circulo Diego Rivera
150201011	42	Homero Lopez & Mary Vanis	14 Circulo Diego Rivera
150201020	43	Mark and Barbara Reckling	12 Circulo Diego Rivera
150201030	44	Stephanie L Nagel	10 Circulo Diego Rivera
150201040	45	Rosemary A Stoltenberg	8 Circulo Diego Rivera
150201050	46	Patricia Bender	6 Circulo Diego Rivera
150201061	47	Lynn and Sherrill Adams	4 Circulo Diego Rivera
150201072	48	Donald and Arlinda Pixley	2 Circulo Diego Rivera
150201081	49	Thomas and Nancy Boman	1 Circulo Diego Rivera
150201091	50	Frances W Causey	5 Circulo Diego Rivera
150201101	51	Wei Ling Wong	7 Circulo Diego Rivera
150201110	52	Marilynn Lowder	9 Circulo Diego Rivera
150201121	53	Colleen Gifford	11 Circulo Diego Rivera
150201130	54	Robert and Linda Moore	13 Circulo Diego Rivera

**Cielito Lindo de Tubac Homeowners Association
Single Spaced Owner Report**

Account #	Lot Number	Display Name	Address1
150201140	55	Robert and Gloria Roberts	23 Circulo Diego Rivera
150201150	56	Jerald R and Susan M Wilson	27 Circulo Diego Rivera
150201161	57	Juan J Garcin	29 Circulo Diego Rivera

**Cielito Lindo de Tubac Homeowners Association
AR Aging By Lot
Period Through: 12/31/2012**

Unit	Name	Status	Total Due	Current	30 days	60 days	90 days
13	Colin and Mary Steffen		\$450.00		\$150.00	\$300.00	
28	Thomas Taylor		\$150.00		\$150.00		
29	Carol Conklin*4*5	Attorney	\$243.00			\$243.00	
36	Kenneth Veal		\$150.00		\$150.00		
37	Leslie A Jackson La Vina		\$33.67			\$33.67	
41	Nancy Bennett		\$150.00			\$150.00	
50	Frances W Causey		\$146.29		\$146.29		
			\$1,322.96	\$0.00	\$596.29	\$726.67	\$0.00
Assessment			\$1,046.29	\$0.00	\$596.29	\$450.00	\$0.00
Interest			\$33.67	\$0.00	\$0.00	\$33.67	\$0.00
CCM Collections			\$118.00	\$0.00	\$0.00	\$118.00	\$0.00
CCM Lien fee			\$125.00	\$0.00	\$0.00	\$125.00	\$0.00
			\$1,322.96	\$0.00	\$596.29	\$726.67	\$0.00

Cielito Lindo de Tubac Homeowners Association
Prepaid Report
Period Through: 12/31/2012

Lot	Account Number	Homeowner	Address	Balance
4	150200631	Malcolm and Carol Chesworth	8 Calle Dorado	\$450.00
8	150200670	Rodney and Gail Rich	13 Calle Dorado	\$150.00
10	150200691	Fred and Judith Noyes	116 Calle Barrio De Tubac	\$486.33
21	150200802	Eleanor N.O. Francis	130 Calle Barrio De Tubac	\$140.00
27	150200860	Richard Lockwood	144 Calle Barrio De Tubac	\$450.00
31	150200900	George Blanchard	36 Circulo Diego Rivera	\$150.00
38	150200971	Peter and Sharon Rennebohm	22 Circulo Diego Rivera	\$150.00
41	150201004	Nancy Bennett	16 Circulo Diego Rivera	\$150.00
47	150201061	Lynn and Sherrill Adams	4 Circulo Diego Rivera	\$1,800.00
49	150201081	Thomas and Nancy Borman	1 Circulo Diego Rivera	\$450.00
55	150201140	Robert and Gloria Roberts	23 Circulo Diego Rivera	\$150.00
Totals:				\$4,526.33