

Cielito Lindo de Tubac

Board of Directors Meeting Agenda

Date: 09/10/2018
Time: 5:30 pm
Location: Pool Clubhouse

CALL TO ORDER AND ESTABLISH QUORUM-Meeting called to order at 5:35pm.

ROLL CALL

Leo Francis – President-Present
Hilde McNeil – Vice President-Absent
Cathy Marrero – Secretary/Treasurer-Present
David Dunham – Member at Large-Present by phone
Kris Maytorena – Member at Large-Absent

APPROVAL OF MEETING MINUTES

- 4.9.18 Board of Directors Meeting Minutes-Minutes were reviewed and discussed. Leo Francis discussed a couple of changes that she felt should be incorporated. Edits discussed. A motion was made, seconded and carried to amend the sentence that states that while views are not protected or guaranteed, the board has agreed to take views into consideration when they allowed members of the community to have trees trimmed in common areas to open a view, will add the word restore to that statement. (Francis/Marerro) Cathy Marerro was not in favor of the motion.
- July 9th Special Meeting-Meeting minutes were reviewed. It was unanimously agreed to table action on approval of the minutes until the next meeting.

It was noted that the meeting would be recorded, and recordings not destroyed until the minutes have been approved.

REPORTS

- **President Report**-Leo reported the Association dealt a lot with parking in the community over the summer. Parking in the street and on driveways can be an issue due to the streets being narrow and some homeowners with short driveways being blocked by those parking in violation of the documents. It was requested that a reminder be sent out about the parking rules, CCR's and Design Guidelines. Dog feces has also been an issue. It was requested this also be included in the reminders to homeowners.
- **Manager's Report** -Management noted the main items noted on site inspections have been parking, trash containers being left out and weeds in interior courtyards. Homeowners are very receptive to notifications where personal contact is used.
- **Financial Report**-Financial report included in the Boards packet was reviewed and discussed. A motion was made, seconded and carried to write off the bad debt of past lot 37 owner in the amount of \$862.07. in the amount of \$862.
(Francis/Marerro). Taxes have been filed as well as the Arizona Corporation Commission report. It was noted that the compilation has not been completed as it exceeded the budget amount. A motion was made, seconded and carried add to the budget to have a compilation completed in the amount of \$650.
(Francis/Marerro)
- **Committee Reports:**
- **DRC-David Dunham reported on the activities of the DRC Committee over the summer.**

- Two submittals were received for exterior modifications and were approved.
- Interior Courtyard Modifications-David noted that a walk around of interior courtyard issues would be done in October.
- Scheduling Monthly Walk-David noted that he would discuss monthly walk arounds with the committee about doing a regular monthly walk around. He also noted that he did a walk around in the Spring before he left for the Summer and noted a few issues with open garage doors and various other items.
- Rule Reminders-Rule reminders were discussed and will be included in the next newsletter:
 - Lighting: per our Design Guidelines
 - 40 watts (or less) yellow bug lights in outdoor fixtures
 - Lighting should not light a neighbor's home, patio, or immediately surrounding common area
 - Decorative ground lighting shall be low-profile, low-voltage, shielded, directed downward within a limited radius and preferably yellow.
 - garage doors to be kept closed
- **Painting**
 - 2019 Schedule-The 2019 schedule was reviewed. The following 7 Lots will be painted in Spring of 2019: 34, 35, 38, 39, 44, 46 and 53. Management will send letters to each owner informing them of the impending work and opportunity to change the color of their homes. Submittals will be required for anyone wishing to change their color. Discussion held concerning who is responsible for repair of wood features on homes. Documents will be reviewed.
- **Landscape**-Ron Kurpius reported that a new company was hired in July after seeking proposals from 3 companies. Two proposals were received. Chula Vista was selected to take over maintenance of the community. Community was divided into 4 sections with one section being completed each week. Changes have since been made breaking the community into 5 sections with the east side of the community being on its own week. Ron noted that the crew is doing a good job and have caught up on the work that needed to be done for the most part. Repairs have been made to the irrigation system. It was noted that communication from homeowners about landscape issues should be sent to management. Management will contact Ron who will communicate with the landscape crew. Ron also discussed the boards desire to move to a more xeriscaped plan for the common areas. It was requested that a meeting be set up at some point with the landscape team to discuss the xeriscape plan.
- **Pool**
 - Pool Gate Modification and Repair-Currently awaiting estimate to modify the gate so that the door could not be unlocked from the outside by simply reaching over. Contractor expected to adjust the gate so that they will no longer stick. Shon Berg with Total Care Services will be replacing the spa cover within the week. Sign for shut off valve expected soon. Comment made about the pool cleaner noise. Management will ask the pool contractor to adjust the suction on the vacuum.
- **Communications**-No report. Management will work on newsletter.
- **Nominating**-It was noted that David Dunham will be looking for volunteers to fill positions on the Board of Directors when he returns in October. It was noted that David Dunham's and Kris Maytorena's terms will be up at this Annual Meeting. Neither David or Kris will be running again in 2019.

OLD BUSINESS

- Reserve Study Update-Reserve Study was reviewed and briefly discussed. It was requested that the board review the draft and provide any feedback they wish to have incorporated by September 22nd. Management noted that the recent street maintenance, spa heater should be included in the study. Painting needs to be included in the Reserves also.
- Compliance Policy-Policy discussed. Action tabled until all board members are present.

NEW BUSINESS

- 2019 Budget Discussion-It was unanimously agreed to establish a special meeting for the purpose of reviewing the budget on October 29th, at 5:30pm.
- Other-Leo Francis discussed the upcoming worker bee day to occur on November 3rd and community wide yard sale to be planned for March 2nd and 3rd, 2019. Information to be included in the newsletter.

Call to the Audience-Homeowner noted that the street light outside Ron Kurpius's home is out. Management will contact Raul Amezcua to replace the bulb in the street lamp. Question asked about holiday lights. Management will research documents for language.

ADJOURNMENT AND NEXT MEETING- There being no further business, a motion was made, seconded and carried to adjourn the meeting. Meeting adjourned at 7pm. Next meeting to be held on October 29th to review the 2019 budget.