

Cielito Lindo de Tubac

Board of Directors Meeting
Topic: Cielito Lindo Board Meeting
Time: July 29th 2025 4pm

Meeting Minutes Draft

1. Call to Order/Establish Quorum/Roll Call- Meeting called to order at 4:03 p.m. and Quorum established with Laurie Ogden, David Lopez, Jerry Barden, and Bonnie Shek present. Tammy Censky and Michelle Mittendorf from Stellar Property Management present. Homeowners Richard Helzer, Lisa Patton, and Barry Chiverton present also.
 - Laurie Ogden – President-P
 - David Lopez – Vice President-P
 - Bonnie Shek – Secretary-P
 - Jerry Barden – Treasurer-P
 - Kevin Baker – Member at Large/DRC Chairperson-P
2. Approval of 4.14.25 Board of Directors Meeting Minutes-April meeting minutes approved with correction to amount of stones laid. Motion made seconded and carried.
3. Presidents Report
 - Review written policy giving HOA President, Treasurer and Committee Chairs authority to approve expenses not specifically budgeted up to an agreed upon dollar amount.- Motion made to allow the president and treasurer the ability to approve up to \$1000 of emergency expense spending. Motion seconded and carried
 - Welcomed new homeowner Janice Nestor (130 Calle Barrio de Tubac) welcome packet sent. David to confirm pool-key transfer and extend personal welcome.
4. Management Report
 - Financial Report as of June 2025-June financial report reviewed and discussed. \$17.9k under budget YTD
 - Announce New Assistant, Michelle Mittendorf- Michelle welcomed aboard as new assistant manager
 - Discuss Rollout and Progress of New Billing Software-The new management software is live and board training is to be scheduled with Laurie and Jerry.
 - Auction of Doppler Residence and HOA Lien for HOA Dues- Doppler estate delinquency: attorney to file lien ahead of September foreclosure. Aim to recover assessments at the sale of the property
5. Committee Reports
 - A. Design Review Committee- Kevin Baker
 - No design reviews or issues-everything resolved
 - B. Painting Committee-Silas Towler
 - Nothing to report
 - C. Landscape Committee- Jerry Barden
 - Identified three main irrigation problem areas: behind Bonnies house (100 yards), across from Sharon's house, and in front of Sharon's house under the driveway. Total cost to repair is \$4200. The section behind David's house to use ¾ inch commercial piping and the other two sections to use ½ inch residential piping. Project will stay under budget by \$1700. Jerry made a motion to approve the spending. Motion seconded and carried.
 - Trees in common area near Laurie's house are in poor condition. One mesquite tree may not be salvageable, and one was removed due to storm damage. David and Jerry will inspect all the trees. \$4000 is allocated for tree trimming, but need to be cautious due to storm risks. Tree work is scheduled for either this Thursday or next Thursday.
 - D. Pool Committee- Barry Chiverton

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- Pool and Spa passed Santa Cruz County inspection after multiple visits and chemical adjustments. The algae bloom that occurred due to insufficient chlorine was resolved within a week.
- Lock on east gate now functioning-the lock was functional, the hole to receive the latch just needed to be drilled bigger
- The pool railing covers were ripped
- There are now enough volunteers to help manage the pool

E. Newsletter Committee-Co-Chairs Hilde McNeil and Sharon Pierce

- . Newsletter committee currently has no members; co-chairs Hilde and Sharon withdrew.
- . Need to determine if a newsletter is still desired and if volunteers are available.
- . Option to simplify newsletter to essential updates only or discontinue and use email blasts. Will reach out to Sue Lavery for advice.
- . Michelle to send email blast requesting newsletter volunteers
- . Alternative model: each committee submits quarterly articles with the board and management also contributing- Discussion on this set for September meeting.

F. Social Committee-Bonnie Shek

- No new updates from social committee
- Beer fest planned for October
- Halloween or Thanksgiving party may be held in November due to scheduling conflicts
- Weekly happy hour already established.

6. Old Business-None

7. New Business-none

8. Member Forum-

- . Short-term rental concern at #1 Calle Diego Rivera: Tammy to remind owner of at least 30-day lease

rule.

- . Billing glitch resolved; homeowners reminded to update autopay details

- . Richard Helzer's July check was located; August dues still outstanding

9. Adjournment and Next Meeting-Next meeting is a Work Session scheduled for September 22, 2025 via Zoom. There being no further business to discuss, a motion was made to adjourn the meeting at 4:58 p.m. Motion seconded and carried.