

# *Cielito Lindo de Tubac*

## Board of Directors Draft Meeting Minutes

Time: Apr 12, 2021 05:30 PM Arizona  
Zoom Meeting

1. **Call to Order/Establish Quorum/Roll Call**-Meeting called to order at 5:30pm by President, Lois Zettlemoyer.  
Lois Zettlemoyer – President-Present  
Jerry Barden – Vice President-Absent-Excused  
James Horn – Secretary-Present  
Kevin Baker – Member at Large/DRC Chairperson-Present  
Bonnie Shek – Treasurer-Present
2. **Ratify Approval of Meeting Minutes**
  - A. Special Board of Directors Meeting 2.10.21-Minutes reviewed. A motion was made, seconded, and carried to accept the minutes as presented. (Zettlemoyer/Horn)
  - B. Organizational Board of Directors Meeting 2.10.21- Minutes reviewed. A motion was made, seconded, and carried to accept the minutes as presented. (Zettlemoyer/Baker)
3. **Presidents Report**-Lois Zettlemoyer reported on new owners to the community and homes for sale.
4. **Management Report**-Management noted that one violation notice was send out for parking issues. It appears the issue may now be resolved. The board will inform management if that is not the case. Delinquencies discussed during the financial report. A warranty check of the roof has been requested. Management will contact Buzz Wortham to remove debris from the roof prior to the inspection.
5. **Financial Report**
  - A. January through March 2021-Management reviewed the financial report an answered questions. There are very few delinquent accounts. Those that are delinquent are incurring late charges.
6. **Committee Reports**
  - A. Design Review Committee-Kevin Baker provided a brief report on submittals received since the last meeting and action taken. Kevin noted that he is working on a fillable form to request parking variances and will send the form to management first to look over. It was noted that the fillable DMR form should be on the website, but he will verify in the next week or so.
  - B. Painting Committee-Robert Moore was not in attendance. Lois Zettlemoyer reported that the painting quotes came in higher than budgeted this year. The Carter's received approval to change the color of their home and they chose a color that is not overused in the community. Lois also noted that she updated the paint chart on Robert Moore's behalf, and it is available on the website.
  - C. Landscape Committee-Cathy Marrero/Leo Francis-Written report submitted and attached as part of the minutes. It was noted that \$300 is to be used from the landscape Miscellaneous budget to pay for a xeriscape plan.
  - D. Pool Committee-Maggie Steffen/Lynn Baker-Lois reported that all is going well at the pool however more volunteers are needed to help keep the pool area clean and members of the committee are out of town for the summer.
  - E. Newsletter-Hilde McNeil/Sharon Pierce-Newsletter completed and sent to management for disbursement.
  - F. Nomination Committee-Jim Horn-Nothing to report currently.
  - G. Road Committee-Bob Roberts/Colin Steffen-Lois Zettlemoyer commented that the RFPs for street maintenance will not be send out until mid-summer with work expected to occur in the Fall. The committee is also working on obtaining expense figures for the west side drainage and are expected to have the information in a week or so. Lois will email the information to the board once received.
7. **Old Business**
  - A. Water Harvesting Tank Discussion/Status Update-Status report not available from the committee. Management noted that contact was made with the Gary Brasher and Kathleen Buske with the Master Association. Gary acknowledged a brief inquiry was made but no documentation or formal request for action has been received at this time.
8. **New Business**
  - A. Revised Tree Quote from Juan Barba-Revised tree trimming quotes from Juan Barba were reviewed and discussed. The quotes were broken up into East side trees and all other trees. The quote for tree trimming on the east side was \$1300 and all others \$4800.00. It was noted that \$5,000 was budget for this year. It was also unclear if all trees quoted for the east side fell within the boundaries of Cielito Lindo. A motion was made, seconded, and carried to accept the quote for \$4800 for the interior tree work. (Zettlemoyer/Horn). A motion was made, seconded, and carried to reject the bid for the east side trees. (Zettlemoyer/Horn) It was agreed that if the landscape committee feels the east side trimming should be done this year that the funds for the work come from the landscape budget.

B. Other-Lois noted that she sent the specifications for drainage area footbridges to Kevin Baker for the Design Review Committee. Information to be included on the website as well. Footbridges were once required to be metal, but they rusted causing an unsightly appearance therefore the material was changed to wood.

9. **Member Forum**-None

10. **Adjournment and Next Meeting**-Next Meeting June 14<sup>th</sup>. There being no further business, a motion was made, seconded, and carried to adjourn. (Zettlemoyer/Baker) Meeting adjourned at 6:17pm.

### **Tree Maintenance Bids/Estimates**

Three members of the Board have asked the Landscape Committee to take a significantly more aggressive approach to the pruning of Cielito Lindo's trees as they are not happy with Juan Barba's work. Following up on this request, last October we asked Tammy to get two bids for tree pruning in addition to the estimate we have sought from Juan Barba, our long-time arborist. We asked that the scope of work be defined the same for all three services. See attachment. The concerned members of the Board added the criteria that the companies not use Juan as their consulting arborist. This eliminated Chula Vista, our landscape maintenance provider as they use Juan as their arborist.

- BrightView's bid came in at \$23,225 last October.
- Bartlett's bid came in at \$25,615 this month. But they use Juan Barba as their consulting arborist as well, and their estimator opined that our trees were "very well cared for." In addition, this bid added fertilizing that was not specified in the scope of service requested. (It's difficult to find a tree service that does not use Juan as their arborist and consultant as he is the most respected and sought after arborist anywhere around.)
- Juan's estimate (which he acknowledges he always comes in under) for a more aggressive pruning is \$11,100. He's added thinning and increased lateral reduction to his usual work, but will not do anything that he feels will harm the health or structure of the trees, i.e. no heading, excessive elimination of leaves on the Mesquites or removal of internal leaves on the Oaks.

During the 2021 Budget approval process, the Board approved \$5,000 for tree maintenance (Juan's usual cost), and they decided to use Juan in 2021 while they found someone they liked better. Juan's more aggressive pruning bid is \$6,000 over this budget. The additional expense must be approved by the Board and taken out of our reserves as the other line items in the Landscape budget reflect expenses that have already been contracted for. Juan's schedule is: April 27-29, May 4-6, and May 11 and 12 if needed. His estimate is attached below.

One of the services that Juan has always offered us is the opportunity for individual homeowners to request specific pruning of community trees with approval from the DRC as well as personal services inside homeowners' yards. These special services are paid by the homeowner. Please make sure to submit your requests to Tammy and the DRC.

### **Dog Feces**

There's a chronic problem with dog feces on the east side of the community and sporadic issues with dog feces on homeowner's yards. The Landscape Committee has asked the DRC to address this issue and we hope to have some resolution very soon. The east side is especially troubling as our maintenance crew maintains that area with weed eaters, and it's an area frequented by bird watchers and other walkers.

### **Tree Removal and/or Pruning for Enhanced Eastside Views**

Several years ago the Board passed a proposal which in part advised east side homeowners wishing to have maintenance done on the landscaping that lines the east side of CL, but is on Dick Lockwood and Gary Brasher's land, to make arrangements with these owners for such work. Apparently view enhancement work has been authorized as several trees (healthy) have been removed and others have been reduced by approximately 50% at the south end of the east side. While the Landscape Committee has no information about this process (and isn't in favor of it), we acknowledge that HOA rules require equity in the treatment of homeowners. Thus, homeowners wishing to have similar work done could contact Colin and Maggie Stephen and Mike and Mary Fay for details on how to arrange for this work.

### **Plant Replacements Scheduled**

Shannon and Charlie will be replacing a number of trees, cactus and shrubs that we lost in the summer's storms or just died of old age. The schedule for this depends upon the budding of the Desert Willows that will be planted along Acequia where we lost three trees. This should be immanent.

### **Maintenance Crew**

There has been some turnover in our crew recently due to illness. We still don't know when Humberto and Carlos will be returning to us. A few maintenance improvements have been implemented: the crew is now raking the gravel that accumulates in piles during the blowing of debris, redistributing it to cover the bare ground left by the blowers, and they are paying more attention to the dying off of plants and removing them.

### **Xeriscape Effort**

The Landscape Committee has been contemplating the options for increasing the "lushness" of our landscaping while simultaneously conserving water and maintenance requirements. We supported the Ad Hoc Committee in presenting a very informative talk on "Green Infrastructure" in December (YouTube link to this talk attached below) and are now contracting with Charlene Westgate to provide us with a xeriscape plan that can be implemented over time as our existing landscaping ages and dies out. The \$300 for this plan comes out of our line item Miscellaneous: \$500. If you're interested in this plan, please join us in our conversations with Charlene. A couple of additional points:

- A field trip to a xeriscape site in GV is in the works.
- Our heritage trees play a major role in this plan as they provide the micro-climates that support decorative plant growth as well as keeping our neighborhood cool.
- We highly recommend coordination with the Flood Control Taskforce as rainwater harvesting via green infrastructure is an integral feature of Xeriscape.
- See Xeriscape Manual attached below

### **Landscape Committee News**

Leo's sold her home. Sherry Mullins will be the proud new owner as of April 9<sup>th</sup>, but she will not be a presence in Cielito Lindo until July. Meanwhile, Leo will continue to serve on the Landscape

Committee, following through with the projects that are already underway – tree maintenance, plant replacement and Xeriscape planning – and will remain in residence full time until April 14<sup>th</sup>, then part time for “a while.” Please consider joining the Landscape Committee as we venture into some exciting new territory.

### **Tree Maintenance: Scope of Work**

- Minimum of twice a year consultation with a Certified Arborist (2020 was three consultations)
  - Advice on issues raised by homeowners
  - Survey and advice on health of all of CL's large trees
  - Structural pruning of new trees to ensure the shaping of a strong, healthy tree
- Annual pruning of entire community's large trees, directed by the Certified Arborist, to these standards:
  - Protect homes from damage by pruning
    - 6-8 feet above roofs
    - 2-3 feet back away from walls
  - Maintain the structural integrity of each tree by
    - Lightening weight where necessary
    - Encouraging growth in girth of branches/limbs where desirable
  - Remove dead branches
- Remove all mistletoe
- Address any disease that's detected