

# *Cielito Lindo de Tubac*

## Board of Directors Meeting Agenda

### Topic: Cielito Lindo Board of Directors Meeting

Time: October 11th, 2021, 05:30 PM Arizona-Zoom Meeting

1. **Call to Order/Establish Quorum/Roll Call**-Meeting called to order at 5:30pm. Quorum established with 5 of 5 Directors present.  
Lois Zettlemoyer – President-Present.  
Jerry Barden – Vice President-Present  
James Horn – Secretary-Present  
Kevin Baker – Member at Large/DRC Chairperson-Present  
Bonnie Shek – Treasurer-Present
2. **Ratify Approval of Meeting Minutes**
  - A. Regular Board of Directors Meeting 6.14.21-Minutes reviewed. A motion was made, seconded and carried to accept the minutes as submitted. (Horn/Baker)
3. **Presidents Report**-Lois Zettlemoyer provided a brief report noting homes that have recently sold or are on the market.
4. **Management Report-Report provided. It was noted there is currently one parking issue currently and that the one collection issue discussed at the last meeting has since been resolved.**
5. **Financial Report**
  - A. January through September 2021-Management reviewed the financial report and answered questions.
6. **Committee Reports**
  - A. Design Review Committee-Kevin Baker reported on two submittals received over the summer, one for a back patio improvements and new gate and another to change the garage doors from single doors to a double. Kevin also commented on a parking variance request for Gail Drummond that was denied as it was determined that the need for the variance is no different than any other owners need to load and unload for specific periods of time and each occurrence can be reviewed on a case-by-case basis and as needed rather than approving a permanent variance. Lois Zettlemoyer commented that she talked with Gail Drummond who says she may have an off site space for her truck in November. There is also another owner who has a large truck who parks on their driveway during the day but pulls the vehicle in at night. The board discussed the need for the parking rules, the fact that they have been in place since the documents were recorded in the late 90's.
  - B. Painting Committee-Robert Moore was absent. Lois Zettlemoyer reported on behalf of the committee.
    - 2022 Painting-Lois noted that Robert Moore is meeting with L & M Painting to review needs for this next year. It was noted that the work that occurred this year was over budget by \$5,000 and believed that the cost will be even greater in 2022 due to more homes needing to be painted and the increase in supply costs. Robert plans to obtain two additional quotes this year besides L & M.
  - C. Landscape Committee-Cathy Marrero was absent. Lois Zettlemoyer reported in her place. Lois commented that Cathy has been working with a contractor to develop a Xeriscape plan for the entire community. A power point presentation is planned for the community at some point in the future. Lois also noted that Cathy has been unhappy with services from current provider recently and has visited with a landscape contractor out of Sahuarita however it is not clear if a bid was obtained for service. Discussion held on possible options for contractors in the area should it become necessary to obtain additional bids.
  - D. Pool Committee-Maggie Steffen/Lynn Baker-Lois noted that Steffen's recently sold their home. There is a need for more volunteers to assist with the pool. It was determined that volunteers would not need to assist with the pool on Mondays, Wednesdays and Fridays since the pool contractor provides service on those days. Lois Zettlemoyer will put together a schedule and send an eblast to all owners requesting assistance. Estimate provided by Deans Affordable Pool Care to replace the sand in the filter and replace the auto-chlorinator was reviewed. Funds are in this year's budget to do the work and will be completed. Management noted that additional pool keys were made for the pool however they do not work. Management will contact a locksmith to have 10 additional keys made. It was noted that replacement keys are \$50 but there is no charge for new owners who do not receive keys from previous owners.
  - E. Newsletter-Hilde McNeil/Sharon Pierce-Next newsletter is set to come out November 1<sup>st</sup>.
  - F. Nomination Committee-Jim Horn noted that no volunteers have been received yet, but he intends to begin calling members. A few names were provided of folks that may be good candidates.
  - G. Road Committee-Bob Roberts/Colin Steffen-Lois Zettlemoyer noted that the RFP went out however all contractors reported that their schedules were already booked for this year and it would be best to do the work in the Spring. The association has \$17,000 budgeted for the work and at least one bid came in under \$15,000.

## 7. Old Business

- A. Storm Drainage Project Status Update-Lois noted that Raul was given the go ahead to move forward with the drainage work at the last meeting in June and that he had planned to complete the work prior to the monsoon season but that did not happen. Raul has ordered supplies for the work and is expected to begin work before the end of the month.
- B. Water Harvesting Tank Status Update-Discussion held concerning the water harvesting tank at lot. Management noted that the Master HOA has stated they would grant the variance for this one property and moving forward would only approve rain barrels. The Master Association indicated wanting feedback from the Cielito Lindo Board. It is managements understanding that the Board and the Design Review Committee have the option of requiring shielding for acceptance of such devices. The current device has since been painted and planters have been placed on its exterior to provide more shielding. Management will contact the Master HOA for a copy of the variance if it has been issued yet.

## 8. New Business

- A. Move Reserves for Road Maintenance 2021 to 2022 Budget-Discussion held earlier concerning the need to wait until the Spring to perform the needed street maintenance. Lois Zettlemoyer moved that the funds set aside in the 2021 budget be moved to the 2022 budget. Motion seconded by Bonnie Shek and passed unanimously.
- B. 2022 Budget Discussion-Budget needs for next year were discussed. Management is working on contacting contractors that perform services for the HOA to determine if there will be cost increases. It is anticipated that painting will be much higher and landscape costs could change as discussed earlier in the meeting. Lois noted that a reserve study should be added to the budget for 2022 as it is time to update the study currently on file.
- C. 2022 Tree Maintenance Trimming-Retain Juan Barba- It was noted that Juan Barba intends to continue working through July of 2022. Management will contact Juan for an estimate for work to be completed in the Spring. Discussion held concerning ways to keep costs down once Juan has retired. The board discussed the need to obtain quotes from an arborist and if it was necessary to use an arborist. IT was also suggested that a report could be obtained from an arborist but that the actual trimming be performed by another contractor.

## 9. Member Forum-No comments.

- 10. **Adjournment and Next Meeting**-Next meeting to be held on November 29<sup>th</sup> at 5:30pm by zoom for the purpose of reviewing and taking action on the 2022 budget. There being no further business, a motion was made, seconded and carried to adjourn the meeting. (Baker/Shek). Meeting adjourned at 6:45pm.