

Cielito Lindo de Tubac

Board of Directors Meeting

Minutes

Time: Jun 14, 2021 05:30 PM Arizona-Zoom Meeting

1. Call to Order/Establish Quorum/Roll Call

Lois Zettlemoyer – President-Present

Jerry Barden – Vice President-Present

James Horn – Secretary-Absent-Excused

Kevin Baker – Member at Large/DRC Chairperson-Present

Bonnie Shek – Treasurer-Present

Members present: Sharon Pierce. Management represented by Tammy Censky.

2. Ratify Approval of Meeting Minutes

- A. Regular Board of Directors Meeting 4.12.21-The minutes of the 4.12.21 Board of Directors meeting were reviewed. A motion was made, seconded, and carried to accept the minutes as presented. (Zettlemoyer/Baker)

3. Presidents Report-Lois Zettlemoyer reported on home sales since the last meeting.

4. Management Report-Management reported that RAD Roofing recently inspected the roof on the community center and found it to be in good shape with no issues noted. Also, bid received from Gerry Martinez for concrete work on the driveway at Lot came it at just under \$13,000. It was not clear if the contractor bid the work for the entire driveway or just the area that is lifted. Management is awaiting a response from the contractor. Site tours are being conducted every other week. Gail Drummonds truck has been noted on the past couple of site inspections with wheel covers. The board requested management sent an email reminder concerning the time limit to park in the guest parking area with a placard displayed.

5. Financial Report

- A. January through March 2021-Financial report reviewed and discussed. It was noted that the community is currently over budget mainly due to painting that was completed earlier in the year. Management has not made the reserve transfer due to being over budget currently. The member balance summary was reviewed. It was noted that one lot is delinquent more than a year. It was requested that management sent the owner a final collection letter.

6. Committee Reports

- A. Design Review Committee-Kevin Baker reported on behalf of the Design Review Committee giving a brief report of submittals reviewed since the last meeting.
- B. Painting Committee-Robert Moore, not present. No report.
- C. Landscape Committee-Cathy Marrero-No report. Discussion held concerning current tree needs. Email received from Juan Barba was discussed. Juan noted that he removed 2 additional trees that were not on the original scope of work and would like to bill for those separately. The board was in unanimous agreement that he should be paid for the work but was unclear as to where the trees were located. Request from homeowner to bandage tree over driveway that is dripping sap was discussed. It was noted that cost to bandage would be between \$45 and \$85 dollars per location and may need to be done on a monthly basis. This could get expensive. Discussion held concerning the possibility of simply removing the branches that are causing the issue. Lois Zettlemoyer will discuss the idea with the property owner. Bandaging the tree could be done if the homeowner would be willing to pay for the cost otherwise the board would prefer the branches be removed. Tree outside the pool area that has two heavily leaning branches that either need to be braced or removed was discussed. It was agreed that the best action would be to remove the branches that are leaning and touching the ground. Two bids to be obtained from Juan Barba and from Ivan's Tree service.
- D. Pool Committee-Maggie Steffen/Lynn Baker-Lois Zettlemoyer noted that volunteers are keeping the pool deck clean. There are a few members utilizing the pool.
- E. Newsletter-Hilde McNeil/Sharon Pierce-Next newsletter due September 15, 2021.
- F. Nomination Committee-Jim Horn-No report.
- G. Road Committee-Bob Roberts/Colin Steffen-Lois talked with the Road Committee about the street maintenance work to be done later this year. The committee believes the work will cost roughly \$15,000. An RFP has been prepared and will be sent out in the Fall.

7. Old Business

- A. Tree Trimming Status Update-Discussed under landscape committee.
- B. Storm Drainage Project Status Update-Bob Roberts provided an estimate from Raul Amezcua for the drainage work between lots 21/22, 32/34 and 36/37. Lois reviewed the estimate with the board. A motion was made, seconded, and carried to accept the bid in the amount of \$4800.00. Management will inform Raul of the approval and obtain a start date. (Zettlemoyer/Shek)
- C. Water Harvesting Tank Status Update-It was noted there has been no progress reported with regard to the water harvesting tank at Lot 21. Issue to be reevaluated in early August.

8. New Business

- A. Other-None.

9. Member Forum-No further comments.

10. Adjournment and Next Meeting-Next regular Board of Directors meeting to be held on October 11th, 2021.