

Cielito Lindo De Tubac Homeowners Association

Board of Directors Meeting Minutes

Date: 04/10/2017
Time: 5:30 pm
Location: Pool Clubhouse

CALL TO ORDER

The meeting was called to order at 5:30 pm

ROLL CALL

Board Present: Bob Roberts, President
Mike Fay, Vice President
Cathy Marrero, Secretary/Treasurer
Leo Francis, Member at Large
David Dunham, Member at Large

Board Absent/
Excused: none

Homeowners
Present: 5

Management
Representative: Tammy Whittington, Cadden Community Management

Minute Taker: Tammy Whittington, Cadden Community Management

QUORUM:

A quorum was present to conduct the Board of Directors meeting.

MINUTES

MOTION: To approve the November 28, 2016 Board of Directors Meeting minutes as submitted/amended. **Motion made, seconded and passed unanimously.**

OFFICERS' REPORTS

- **President's Report – Bob Roberts – Announced that the painting was now complete for this year, all homeowner's were contacted and have signed off on the work. Hopeful that the Parking Permits can be voted on this evening so this last piece of the parking rules and regulations can be completed.**
 -
- **Manager Report:** Presented by Tammy Whittington
- **Committee Reports:**
 - **DRC** – Mike Fay said he had nothing additional to add to the report given by Tammy in her manager's report regarding DMR's – Lot 38, Lot 25, Lot 39, Lot 2, and Lot 22/21. Painting project has been completed for the year.
 - **LANDSCAPE COMMITTEE** – Leo stated there was not a lot to report. Everything up to date. David & Soledad are keeping up with the maintenance. Tree pruning has been completed by Juan Barba. There is one mesquite in the back that he is concerned about. There is rot high up on the

04/10/2017

tree, it may or may not break. Further examination should be done by either Juan or the committee. No estimate has been received to date from Juan for this. Leo walked back through the area, but could not verify exactly which tree it was. The Board asked that Leo contact Juan to inquire as to which tree is in question, so they all can take a look at it. The Board asked that Tammy send them the previous estimate along with all invoices for initial trimming done last year and the invoices again for this year. They feel it was higher than it should have been. Leo stated that there were extra trees added during the walk through with Juan this year, which could explain some of the additional cost.

- **POOL** – no report
- **COMMUNICATION COMMITTEE** – Mike Dunn has started organizing the files on the website. There are some functions he is still trying to learn and figure out. He has reformatted the directory on the old site, except for new homeowner’s.

MOTION: To approve the actions taken by the Association's committees as stated above. **Motion made, seconded and passed unanimously.**

FINANCIALS:

- Bank Balance\$3,514.94
- Reserve Balance\$58,798.79
- Monthly Expenses \$9,887.31
- Monthly Expenses\$20,694.24
- Delinquent Assessments\$2,790.17
- Late Fees and Interest\$7.31
- Prepaid Assessments.....\$6,906.00

Budget Comparison YTD:

- Actual Income.....\$27,8726.78
- YTD Budgeted Amount.....\$28,242.99
- Variance.....(\$416.21)

- Actual Expenses.....\$35,781.64
- YTD Budgeted Amount.....\$27,701.41
- Variance.....(\$8,080.23)

MOTION: To approve the March 2017 financials as submitted. **Motion made, seconded and passed unanimously.**

OLD BUSINESS

- Gail Drummond created a new color palette approximately a year ago. Bob has asked for a committee to be formed. Gail and Robert Moore will be members, he would like (1) Board member to also be on the committee. David Dunham volunteered to be part of the committee. Chris Miller was recommended to be asked to also join.

- Wall & sidewalk repairs discussed. Raul has provided a quote to dig out the roots and fix the wall at Gail’s home - \$1,000.00 His quote to dig down at 18 Circulo Diego Rivera - \$675.00. To pull out area of sidewalk between Chris & Gail’s home, and make straight (no apron) - \$300.00.

04/10/2017

MOTION: To approve the quotes from Raul for the wall and sidewalks. Board also approve for Raul to fix the front sidewalk at 11 Circulo Diego Rivera (Elizabeth's home). **Motion made, seconded and passed unanimously.**

- Rosemary has moved, leaving a vacancy on the DRC. Bob asked for recommendations. Cathy recommended Nancy Bennett, Bob will talk to her to see if she would be interested. Tammy was asked to send an email blast out regarding the DRC opening.
- Eastside weed eating – Raul and Andrew will do this task @ \$200.00/per each occurrence. Bob will contact one other person for a bid before the final decision is made.
- Rudy's irrigation and pool update – He stated he could not repair the wall by the East pool gate. Gaston from Las Misiones has provided a quote to install a metal bar at the area for \$200.00 plus tax. This will not be a permanent fix, this would entail more extensive reconstruction of the wall. Discussion ensued. Rudy can be asked to paint the metal to blend more with the wall.

MOTION: To approve of the bid from Gaston and have Rudy paint the metal to blend more with the wall. **Motion made, seconded and passed unanimously.**

- Pool Heating Survey – Study conducted, Bob feels survey of homeowner's should be done to determine if they would be willing to pay more to heat the pool November through March. Estimated cost for 2 hours per month per household \$24/ per year. Pool temperature to be increased to 85'. Would need to wait for the results. Leo will compose the survey and send out.
- Parking permit Quote – Permit # will be the lot number. (1) per home. For extended period of visitor parking time. Will need to be displayed on the dashboard. Delete Wording "HOA", change to say Visitor Parking. Add fee if lost @ \$5.00. Add "Parking regulations apply".
- Crack seal & seal coating – Discussion ensued. Bob recommends the Board accept the bid from Bates Paving with the addition of the premium surface quote. Stripe not needed.

MOTION: To accept the bid with the with the above stated changes. **Motion made, seconded and passed unanimously.**

NEW BUSINESS

- Leo questioned delinquencies. Would like Tammy to contact all homeowners with small balances, to make them aware and see if they can't be cleared up.

OPEN FORUM:

- none

Cielito Lindo De Tubac Homeowners Association

Board of Directors Meeting Minutes

04/10/2017

NEXT MEETING: The next Board of Directors meeting is September 11, 2017 at 5:30 pm at pool clubhouse.

ADJOURNMENT: The meeting adjourned at 6:18 pm.

EXECUTIVE SESSION TO FOLLOW

MOTION: To adjourn the Board of Directors meeting and go into Executive Session permitted by law for the following reason(s): owner/member appeal or penalty. **Motion made, seconded and passed unanimously.**