

**Montevelle of Scotts Valley, Inc.**

**BOARD MINUTES Thursday, January 22, 2026 - 6:00 pm**

**1. Call to Order /Roll Call:**

Meeting called to order at 6:04 p.m. by Kevin Brown, President. Board Members present were Kevin Brown, President; Lori Strusis, Secretary; Carolee Curtin, Treasurer; Margie Jennings, Board Member; George Milder, Board Member and Jeanne Mulhurn, Board Member. Stephanie Smith, Vice President was absent. There were 26 Members present.

**2. Adoption Of Agenda**

Carolee Curtin moved to adopt the agenda with modification of swapping items 3 & 5 per Kevin Brown's request, seconded by George Milder. Motion carried.

**3. President's Report**

Kevin introduced Steve Polizzi as the new Community Manager and Steve gave a brief bio about himself.

Kevin Brown thanked Social Activities for the New Year's Eve event. Kevin thanked Diane Cohan for providing snacks after the Board meetings and announced that she would be stepping down, Jeanne Sikes was thanked for stepping up and taking over the snack duties. Kevin Brown also thanked Julia Halladay for hosting all of the Dancing in the Park events.

Kevin Brown reported that he was stepping down as President after the meeting this evening due to upcoming medical appointments not providing him the time commitment needed to continue in the position. Kevin recommended that Lori Strusis be President. Kevin Brown reassured that he is not stepping down from the Board, just as the President.

**4. Memorial(s)**

Kevin Brown asked for everyone to take a moment to remember a former Member, Mary Leeman who had recently passed away.

**5. Open Forum**

1. Member reported on coordinating street sweeping with street blowing times.

2. Member recommended we replace the TV in the main room at the Lodge

**6. Approval of Minutes**

- a. Open Board Meeting, October 23, 2025
- b. Annual Membership Meeting, November 17, 2025
- c. Executive Meeting, Personnel, October 22, 2025
- d. Executive Meeting, Personnel, October 27, 2025
- e. Executive Meeting, Personnel, November 3, 2025
- f. Executive Meeting, Personnel, November 8, 2025
- g. Executive Meeting, Personnel, January 12, 2026

Carolee Curtin moved to approve the minutes as listed above. Seconded by Margie Jennings. Motion carried. Once carried, Carolee Curtin moved to rescind the above motion to approve the Minutes and to vote on them individually next month at the February 2026 Open Board Meeting. Seconded by Margie Jennings. Motion carried.

**7. Treasurer's Report**

Carolee Curtin presented the Treasurer's Report for October 2025, November 2025 and December 2025. The Treasurer reports were reviewed by the Treasurer and two Board members and are hereby ratified.

**8. Reports**

Kevin Brown reported that all Committee reports are in the folder downstairs for everyone to read.

**9. Change In Officer Positions**

Kevin Brown made a motion to have Lori Strusis serve as President. Seconded by Carolee Curtin. Motion carried.

Carolee Curtin moved to have Kevin Brown serve as Secretary. Seconded by George Milder. Motion carried.

With these motions carried, Board Officers are now:

- Lori Strusis, President
- Stephanie Smith, Vice President
- Kevin Brown, Secretary
- Carolee Curtin, Treasurer

**Montevelle of Scotts Valley, Inc.**

**BOARD MINUTES Thursday, January 22, 2026 - 6:00 pm**

**10. Old Business**

**a. Speed Bumps**

The Safety & Emergency Committee reported on speed bumps, street painting and stop signs. They recommend replacing some of the speed bumps with softer ones and will put together a proposal for Board review.

**11. New Business**

**a. Approval of Committee Chairs**

Bylaws	Kim Turley
Housekeeping	Betty Dodd
Nominating / Elections	Open
Personnel	Kim Bellveau
Recreation	Peter Tyzack
Safety & Emergency / Fire Wise	Scott Healy / Mike Mulhern
Senior Resources	Kara Patterson
Social Activities / Players Club	Julia Halladay

It was noted and clarified that the Players Club is a subcommittee of Social Activities.

Lori Strusis moved to approve the Committee Chairs as listed above. Seconded by Jeanne Mulhurm. Motion carried.

A list of Board Liaisons will be presented and voted on in the February 2026 Open Meeting.

**12. Adjourn Meeting**

**a. Dates to Remember**

Dancing in the Mill, February 14, 2026, at 5:00pm, Mill  
Open Board Meeting, February 26, 2026, at 6:00pm, Mill

Carolee Curtin moved to adjourn the meeting. Seconded by Margie Jennings. Motion carried and meeting adjourned at 6:41pm.

<b>MONTEVALLE TREASURER'S DECEMBER 2025 REPORT</b>
--

**OPERATING ACCOUNTS (used for day to day expenses, monthly bills, wages, etc.)**

Petty Cash	\$300.
Comerica Checking	\$91,864.

<b>TOTAL OF ALL OPERATING ACCOUNTS</b>	<b>\$92,164.</b>
--	------------------

**RESERVE ACCOUNTS (Having a reserve account is required by Civil Code.)**

This money is to be used if the repair or replacement is more than \$1,000 and is done less often than every 18 mos.

Santa Cruz County Bank Reserve Checking & HOA Savings	\$903,734.
---	------------

Comerica Reserve Money Market	\$529,443.
-------------------------------	------------

<b>TOTAL OF ALL RESERVE ACCOUNTS</b>	<b>\$1,433,177.</b>
--------------------------------------	---------------------

<b>TOTAL OF ALL MONTEVALLE ACCOUNTS</b> (as of December 31, 2025)	<b>\$1,525,341.</b>
--	---------------------

FY earned interest 25/26 YTD = \$15,986.

Total funds change from November 30, 2025 = \$95,221.

Anticipated Reserve Fund expenditures for this fiscal year	\$590,188.
--	------------

Actual Reserve Fund expenditures spent to end of month	\$13,208.	0.2%
--	-----------	------

**Assessments and fees in Arrears:**

1 residents for 2 months

0 resident for > 2 months

<b>Total assessments in arrears</b>	<b>\$2,715.</b>
-------------------------------------	-----------------

**Assessments in Advance:**

9 residents for 1 month

1 residents for 2 months

4 residents for > 2mnths

<b>Total assessments in advance</b>	<b>\$15,499.</b>
-------------------------------------	------------------

unaudited figures

The financial records for Month end December 2025 have been reviewed by the Treasurer and two board members and are hereby ratified.

## MONTEVALLE TREASURER'S OCTOBER 2025 REPORT

**OPERATING ACCOUNTS** (used for day to day expenses, monthly bills, wages, etc.)

Petty Cash	\$300.
Comerica Checking	\$70,180.
<b>TOTAL OF ALL OPERATING ACCOUNTS</b>	<b>\$70,480.</b>

**RESERVE ACCOUNTS** (Having a reserve account is required by Civil Code.)

This money is to be used if the repair or replacement is more than \$1,000 and is done less often than every 18 mos.

Santa Cruz County Bank Reserve Checking & HOA Savings	\$796,490.
Comerica Reserve Money Market	\$526,761.
<b>TOTAL OF ALL RESERVE ACCOUNTS</b>	<b>\$1,323,251.</b>

<b>TOTAL OF ALL MONTEVALLE ACCOUNTS</b> (as of October 31, 2025)	<b>\$1,393,731.</b>
---	---------------------

FY earned interest 25/26 YTD = -\$9,478.

Total funds change from September 30, 2025 = -\$56,933.

Anticipated Reserve Fund expenditures for this fiscal year **\$590,188.**

Actual Reserve Fund expenditures spent to end of month **\$8,632.**

0.1%

**Assessments and fees in Arrears:**

3 residents for 2 months

0 resident for > 2 months

**Total assessments in arrears** **\$3,759.**

**Assessments in Advance:**

7 residents for 1 month

3 residents for 2 months

10 residents for > 2mnths

**Total assessments in advance** **\$23,305.**

unaudited figures

The financial records for Month end October 2025 have been reviewed by the Treasurer and two board members and are hereby ratified.

**MONTEVALLE TREASURER'S NOVEMBER 2025 REPORT**

**OPERATING ACCOUNTS** (used for day to day expenses, monthly bills, wages, etc.)

Petty Cash	\$300.
Comerica Checking	\$52,336.

<b>TOTAL OF ALL OPERATING ACCOUNTS</b>	<b>\$52,636.</b>
--	------------------

**RESERVE ACCOUNTS** (Having a reserve account is required by Civil Code.)

This money is to be used if the repair or replacement is more than \$1,000 and is done less often than every 18 mos.

Santa Cruz County Bank Reserve Checking & HOA Savings	\$849,338.
---	------------

Comerica Reserve Money Market	\$528,147.
-------------------------------	------------

<b>TOTAL OF ALL RESERVE ACCOUNTS</b>	<b>\$1,377,484.</b>
--------------------------------------	---------------------

<b>TOTAL OF ALL MONTEVALLE ACCOUNTS</b> (as of November 30, 2025)	<b>\$1,430,120.</b>
--	---------------------

**FY earned interest 25/26 YTD = \$12,740.**

**Total funds change from October 31, 2025 = \$36,389.**

**Anticipated Reserve Fund expenditures for this fiscal year \$590,188.**

**Actual Reserve Fund expenditures spent to end of month \$11,658.**

0.2%

**Assessments and fees in Arrears:**

1 residents for 2 months

0 resident for > 2 months

<b>Total assessments in arrears</b>	<b>\$3,108.</b>
-------------------------------------	-----------------

**Assessments in Advance:**

13 residents for 1 month

2 residents for 2 months

2 residents for > 2mths

<b>Total assessments in advance</b>	<b>\$14,223.</b>
-------------------------------------	------------------

unaudited figures

The financial records for Month end November 2025 have been reviewed by the Treasurer and two board members and are hereby ratified.

**Park Foreman's Report  
September through December 2025.**

**Community Updates:**

The winter months at Monteville are typically a slower time for park projects. During this period, we focus on indoor work throughout the community buildings which may include cleaning, organizing, and maintaining shop areas and other facilities.

**Water Runoff on Streets:**

The water running down the roads is a normal occurrence during heavy winter months and can sometimes last into May. Some residents have noticed groundwater entering their downstairs areas or garages. This happens because the saturated ground has nowhere else to go, so the water seeps through small cracks in block walls or garage floors.

This issue will gradually resolve as the weather improves. In the meantime, using a shop vacuum works best to remove the water, just remember to remove the filter before using it for water cleanup.

**Speed Bump Update:**

The board will be discussing and deciding on the future of the speed bump issue at the January Board Meeting.

**Project Updates:**

- **Lake Chemical Treatment** – Currently underway.

Thank you all for your continued patience and support as we work to maintain and improve our community.

**Tony Steen**

**Park Foreman**

## Monteville Architectural Report

Reporting Period: 9/23/25 – 1/13/26

Date	Name	Lot #	Job Description	Minor / Major
9/19/25	O'Brain	139	Generator install	Major
9/22/26	Foley	25	New side fence	Minor
9/26/26	Birdsall	17	Re-roof	Major
10/1/25	Beaumont	88	Exterior paint	Minor
10/1/25	Cattermole	90	Concrete slab	Minor
10/22/25	Stewart	195	Solar battery backup	Major
10/22/25	Tempey	170	Solar battery backup	Major
11/10/25	Biggs	166	Replace 2 windows	Minor
11/24/25	Arnold	116	New entry steps	Minor
1/12/26	McCarthy	150	Replace retaining wall	Minor

### Project Classification & Permit Requirements

#### Minor Projects

City permits are not required for minor projects; however, all minor projects must be submitted to and approved by the Park Foreman and Community Manager prior to the start of work.

#### Major Projects

Major projects require a City permit. Homeowners must submit all required paperwork, including the approved City permit, to the office prior to the start of the project.

**Ed's Monthly Report. October, November, December 2025**

- 1. Install new toilet tank in Mens bathroom Mill.**
- 2. Adjust tank pressure in other toilet mens bathroom Mill.**
- 3. Install Motion lights in Laundry Room.**
- 4. Install 1x1 spacers at South Pool Fence.**
- 5. Shut down North Pool.**
- 6. Replace Filter Tank North Hot Tub .**
- 7. Clean Filters North Pool and Hot Tub.**
- 8. Replace Irrigation Pump.**
- 9. Replace Lake to Lake pump.**
- 10. Mow Lawns and Trim.**
- 11. Remove Expired Flowers Lower Lake Terraces.**
- 12. Remove Dead Plants around Park.**
- 13. Cut down Daisies at Golf Area.**
- 14. Power Wash Water Wheel.**
- 15. Clean out Water Wheel Basin.**
- 16. Fix broken wire underground at Duck Yard.**
- 17. Fix Lights around Upper Lake. New wiring.**
- 18. Do all the Set ups for 3 months**
- 19. Switch Pumps for North and South Pools.**
- 20. Install Wooden No Fishing signs.**
- 21. Install new battery in my cart.**
- 22. Put away Patio furniture North Pool.**
- 23. Shut down South Pool Heater.**
- 24. Put away Patio furniture South Pool.**
- 25. Spay Moss removal.**
- 26. Put in New steps behind #49.**
- 27. Replace burned out lights around Park (12).**
- 28. Clean out Gutters at Lodge.**
- 29. Clean out Gutters at Mill.**
- 30. Clean up Debris from storms.**
- 31. Fix broken irrigation heads.**

32. Remove dead hedges at South Pool Gate.
33. Install SW switch at North Pool Heater.
34. Fix speed limit signs.
35. Removal of speed limit signs.
36. Install new pump for Water Wheel.
37. Put Canopy away at Lodge for winter.
38. Install No Parking sign at Redwood Grove.
39. Power wash Stop signs and Limit signs on the roads around Park.
40. Put racks together for Lodge Storage.
41. Paint Mill Entrance Doors and Trim.
42. Remove Lotus from Upper Lake.
43. Fix broken Path light posts.
44. Put up Christmas lights.
45. Set up for New Years party.
46. Set up for Play.
47. Take down Christmas lights.
48. Put retaining wall up by South Hot Tub.
- 49.

## **Housekeeping Report January 2026**

- \* Following the festivities in the Autumn and Christmas season, some major cleaning was needed at the Mill kitchen. Some work had been done by the janitorial crew to clean all the stainless surrounding the big stove vent hood, before last year's mandatory vent inspection. Then the janitorial crew cleaned further the big stove burners, grill and drip tray.
- \* It was noted that if the crew could keep up the cleanliness of the kitchen on a routine basis, then no yearly major cleaning would be needed. Therefore, we created a checklist for them to follow in the future and have posted it in the kitchen. Time will tell to see if this is maintained.
- \* Housekeeping cleaned the Mill microwave which was very greasy, and had been overlooked by the cleaners.
- \* About 3 hours was devoted to cleaning and organizing at the Lodge, including decluttering the kitchen, and organizing the bedroom linens.
- \* Restocked supplies at the Lodge kitchen.
- \* Bought new drip trays for the Lodge stove burners and replaced old rusty ones.
- \* Purchased new toilet brushes for Lodge bathrooms and discarded old rusted ones.
- \* Purchased new non disposable hand and dish soap dispenser for Mill kitchen and restocked with more sponges.
- \* More work needs doing in both the Mill and Lodge, but a good start was made for 2026.

Betty Dodd Housekeeping Chair  
January 13, 2026

**Social Activities meeting for Dec. 2025.**

**Everything was /is planned out for NYE event and we just went over some miscellaneous final details.**

**The committee was ok with cancelling January 2026 meeting, but said they would leave it up to Julia Halladay to decide if she wants to have January meeting as incoming chair person.**

**Sincerely,**

**Bonny**