

Continental Ranch Community Association
Annual Meeting – Coyote Trail Elementary School
Tuesday, October 21, 2014 at 7:00 pm
MEETING MINUTES

The annual meeting of the Continental Ranch Community Association convened on Tuesday, October 21, 2014 in the Coyote Trail Elementary School multi-purpose room at 7:00 P.M.

I. Call to Order:

Mr. John Lambert, President, called the 2014 Annual Meeting to order at 7:03 p.m.

II. Roll Call/Quorum:

Directors Present: Mr. John Lambert, President; Mr. Nick Westphal, 1st Vice-President; Mr. Bill Dawes, Mr. Nick Westphal, 2nd Vice-President; Ms. Peggy Bracken, Secretary; Ms. Connie DeLarge, Treasurer; Ms. Marilyn Stimpson, Director at Large; Mr. Bob Vollbrecht, Director at Large. Also present: HOA Management Solutions Owner, Ms. Mabelle Gummere; HOA Management Staff: Mr. Josh Seng, Community Manager; Mr. Stephen Hinchliffe, Project Coordinator; Ms. Aime Salinas, Accounts Manager; Mr. Ryan Egea, Covenants Homeowner Liaison; Ms. Jocelyn Canovali, Office Assistant; and approximately 40 residents in the audience.

III. Verification of Ballots:

According to the CRCA bylaws, a required quorum of 10% of the eligible votes was met – 3,444 CRCA owners, 967 Sunflower owners, and 35 commercial properties, minus the 298 delinquent assessments ineligible to vote was an total eligible vote count of 4,942 votes; with 10% equaling 494 for quorum; 591 ballots received.

IV. Proof of Notice of Meeting:

Mr. Lambert indicated that the 2014 CRCA annual election ballot package information was mailed by HOA Management to all CRCA members, Sunflower Community Association members and commercial properties who were eligible to vote as of the date of record, within the timeframe as required in the bylaws of the Association.

V. Minutes of the 2013 Annual Meeting:

MOTION made/seconded (Vollbrecht/DeLarge) to dispense with reading of the 2013 Annual Meeting minutes and approve same as presented. Unanimously approved.

VI. Board of Directors' Reports:

A. Ms. DeLarge, Treasurer: Announced that this would be her last meeting as a CRCA Board member, following 6 years served and thanked everyone for their participation to make the community a great place.

B. Mr. Westphal, 1st Vice President: Thanked fellow board members for their time invested and expressed his appreciation for what he learned during his first year on the Board about how the Association operates and how much is involved.

- C. **Mr. Dawes, 2nd Vice President:** Thanked everyone who had participated and contributed to the betterment of entire community.
- D. **Ms. Bracken, Secretary:** Thanked community for providing her the opportunity to serve on the Board.
- E. **Ms. Stimpson, Director:** Expressed appreciation regarding the changes and improvements she has observed in the community and thanked the management company.
- F. **Mr. Vollbrecht, Director:** Thanked the committee chairpersons for their leadership on the committees.
- G. **Mr. Lambert, President:** Thanked everyone who volunteered on committees and the management staff for their performance; Expressed how complicated it can be for the Board to operate the Association while trying to please as many owners as possible; Commended and thanked Ms. DeLarge for her time served on the Board.

VII. Committee Reports:

- A. **Landscape – Rob Palfreyman, Chair:** Mr. Palfreyman stated the committee strives to address landscape maintenance concerns as quickly as possible. He announced an upcoming project for replacement of the irrigation system on Coachline Blvd and the value of the oak trees in that section of landscape; he expressed his hope that the irrigation restoration will benefit the community's living assets. He noted the committee working to address the witches broom infestation throughout CRCA. He also noted the upgrades made to office monument, improvements made to the common area on Long Creek Drive, and removal of plants in poor condition along Coachline Blvd. He gave recognition to the local company Brijer Resources who the Committee had worked with for large tree pruning and tree maintenance. Mr. Palfreyman announced an upcoming community event at Community Center for a landscape maintenance seminar and complimentary barbecue. He announced a resource sustainability program undertaken by the committee, using reproducing agave plants to install throughout the community at a cost savings.
- B. **Pool – Bill Cicala, Chair:** Mr. Cicala urged new participants to join the Pool Committee. He noted numerous projects which were completed over the previous year including: draining and refilling of both pools; replacement of filter sand; replacement of pool furniture; resurfacing of the community center pool deck; replacement of plaster in the kiddie pool; surface sealing of the windmill pool deck; replacement of pole lights around windmill pool; and installation of updated

signs. He also announced approval of a project to expand the windmill pool chemical room as upcoming work to be performed.

C. Covenants – Bill Cicala, Chair: Mr. Cicala noted many improvements made to the covenants process including reducing the time to get violations corrected as well as an improved violation process for more promptly addressing RVs, boats, and trailers. He thanked committee members who had all worked diligently to process covenants issues.

D. Finance – Lucas Baer, Chair: Mr. Baer urged new participants to join the Finance Committee. He stated that the primary goal of the committee was to review financial statements as an additional set of eyes on the financials for the Association. He reported that the committee had submitted balanced budget for the year and that annual financial audit came back with excellent marks, indicating that CRCA is in a good financial status. Mr. Baer welcomed residents to come learn more about the association’s finances.

E. Architectural Review – Stephen Hinchliffe, management liaison (*Dave Lawrence unavailable due to election committee duties*): Mr. Hinchliffe announced that the committee meets twice per month to expedite approvals and reduce wait time for homeowners. He also mentioned that additional management-approvable items had recently been added in an effort to help reduce wait time for homeowners to obtain approval for projects. He reported that the committee closely follows the design guidelines and CC&Rs, and works closely with the Town of Marana to ensure that the HOA rules are congruent with Town Codes. He thanked all who had served on the committee.

VIII. Unfinished Business: None.

IX. New Business:

Election of Board of Directors for 2014-2015:

Mr. Doug Childress, Election Committee Chairman, presented the following vote counts received by the four candidates.

Mr. Al Diaz	673
Mr. John Lambert	622
Mr. Bob Vollbrecht	587
Mr. Bill Cicala	504

Mr. Al Diaz, Mr. John Lambert, and Mr. Bob Vollbrecht were therefore duly elected to the Continental Ranch Community Association Board of Directors for a two-year term beginning October 31, 2014.

X. Homeowner Forum:

Ms. Marilyn Hanson announced a “smart phone app” that allows citizens to report graffiti and other items to the Town of Marana for expedited cleanup response by the Town.

Mr. John Abraham thanked all the committees for their work, and thanked the Board for their dedication to the community, for their commitment to fairness, and for their time invested.

Mr. Doug Childress urged residents to join committee and help contribute to the strength of the community in order to make Continental Ranch the premier community in Marana.

XI. Adjournment:

With no further business on the agenda, **MOTION was made/seconded (Bracken/Stimpson) to adjourn at 7:39 p.m. Unanimously approved.**

Marilyn Stimpson, Secretary

Attachments for file:

Sign-In Sheets

Agenda

Ballot Mailing Package

Treasurer's Report

Election Committee Report

Secured Ballots and Worksheets

Any Other documentation pertaining to this meeting.

Minutes submitted by Josh Seng, Community Manager as approved by the Board of Directors