

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS
MONTHLY MEETING DRAFT MINUTES
COMMUNITY CENTER
8881 N. COACHLINE BLVD. TUCSON, AZ 85743
JULY 29, 2008 AT 7:00 PM**

A meeting of the Board of Directors of the Continental Ranch Community Association (CRCA) was held on Tuesday, July 29, 2008, at 7:00 p.m. Board members in attendance were John Crist, Dan Lust, Carl Junk, Randall Damewood and Thom Cope. Representing Stratford Management were Sarah Lebsack, Community Manager and Jennifer Swarts, Assistant Manager.

I. CALL TO ORDER

President John Crist called the meeting to order at 7:02 P.M.

II. ROLL CALL

John Crist, Dan Lust, Randall Damewood, Carl Junk, Debbie Budd, and John Lambert were all in attendance. Angela Wagner-Gabbard was absent and excused from the meeting.

III. INVITED GUESTS

There were no guests invited to the meeting

IV. VERIFY AGENDA

A motion was made, seconded and unanimously carried to approve the following items are added to the Agenda: under VIII. Old Business, 2. CC&R Ad Hoc Verbiage for a grandfather clause and number IX. New Business, 5. Waste Management Contract. (Damewood/Lust)

V. APPROVAL OF PREVIOUS MEETING MINUTES:

A motion was made, seconded, and unanimously carried to approve the June 24, 2008 Board Meeting Minutes and the July 7, 2008 Executive Meeting Minutes. (Lambert/Junk)

VI. APPEALS, REQUESTS & WAIVERS

A. 6854 W. Rifle Way- Landscape-

The homeowner presented his case to the Board of Directors and after much discussion a motion was made, seconded, and carried unanimously to expunge the first and second violation letters in the months of June and July 2008 pertaining to the landscaping in the front yard of the above mentioned home. (Lust/Junk)

VII. REPORTS

A. President's Report

Mr. Crist reminded the Board of the responsibilities that each member has to the community and discussed setting aside personal issues in order to properly serve the entire community.

B. Finance Committee

1. July 16, 2008 meeting minutes- The Board acknowledged the minutes with thanks.

2. Recommendation to the Board of Directors to reimburse the Covenants Assistant \$1.25 per mile due to high fuel prices and personal vehicle use- A motion was made, seconded and failed four to one.

3. Recommendation to the Board of Directors to not pursue Platinum Management for failure to open a C.D- A motion was made, seconded, and carried unanimously not to legally pursue Platinum Management but to investigate filing complaints with professional creditors affiliated with Platinum Management.

C. Manager's Report

- Welcome John Lambert, Angela Wagner-Gabbard, and Debbie Budd to the Board of Directors. Thank you for submitting your applications and congratulations. We look forward to working with you.
- Upon completion of the Community Center Roof Repairs we were notified that the tile roof is in extreme disrepair as the underlayment is rotted. Owing to the urgency of the matter, Management obtained three bids to re-roof the Community Center tile roof and notified the Facilities Committee that the matter would be going to the Board. The three bids are as follows: Rincon Roofing \$23,072, Rock Roofing \$23,450, and Bob's Custom Roofing \$33,338. **Action:** A motion was made, seconded, and carried unanimously to approve Rock Roofing to re-roof the Community Center at a cost of \$23,450. (Junk/Budd)

- Expunging the fines in Voyager has proved problematic and Management is asking direction from the Board based on the facts that the programmer Ted Moore has newly provided to us. Mr. Moore has added much difficulty to something that he advised us would be quite simple.
- Management met with the Town of Marana regarding the parking issues throughout the community, specifically at Sacramento Hill. The town agreed to install No Parking signs on a portion of the street due to the Town code referring to right of way. Management asks that the Board vote on this matter as the No Parking will be enforced by the Marana Police Department. **Action:** A motion was made, seconded, and carried unanimously to approve the recommendation from the Town of Marana as submitted. (Junk/Budd)
- Please review the enclosed proposed salary of an additional office assistant to the Covenants Assistant. The additional assistant would be used to be in the office to generate letters, answer phone calls/emails, maintain logs, etc., thus allowing the current Covenants Assistant to be out performing inspections more frequently.
- The tot pool re-plaster is complete.
- A check in the amount of \$500 was mailed to the Marana Food Bank as approved by the Board.
- The Board at the study session requested management look for legal advice that may have been previously submitted to the community regarding the tennis courts. Management will research the information in storage and report the information at the August Board Meeting.

D. Pool Committee

1. **July 14, 2008 Pool Notes, No quorum**

E. Landscape Committee

2. **July 1, 2008 meeting minutes-** The Board acknowledged the minutes with thanks.
3. **Recommendation to include the approved plant list in the August newsletter and request feedback from the community.** A motion was made, seconded and carried unanimously to include the suggested plant list in the August Newsletter and request feedback from the homeowners. (Junk/Damewood)

F. Covenants Committee

4. **July 8, 2008 meeting minutes-** The Board acknowledged the minutes with thanks.
5. **Acknowledge resignation of Angela Wagner-Gabbard-** The Board acknowledged the resignation with thanks.
6. **Recommendation to install “No Parking” signs installed in the Copper Moon entrance only-** This item was addressed under the manager’s report.
7. **Recommendation to appoint Gus Lipins to the Covenants Committee-**A motion was made, seconded, and carried to approve the recommendation as submitted. (Junk/Damewood)
8. **Recommendation to appoint Chuck Stead as the new Covenants Co-Chair-** A motion was made, seconded and carried to approve the recommendation as submitted. (Junk/Lambert)
9. **Recommendation to approve two lots for landscape clean- up-** A motion was made, seconded and carried unanimously to approve the recommendation as submitted. (Junk/Damewood)

G. Architectural Review Committee

10. **June 23, 2008 Minutes, July 9, 2008 Minutes, and July 23, 2008 Minutes-** The Board acknowledged the minutes with thanks.

H. Activities/Publicity Committee

1. **July 7, 2008 meeting minutes-**The Board acknowledged the minutes with thanks.
2. **\$150 check awarded to Edna Coburn for the 20th Anniversary Logo Contest-** Management will mail the check to Edna Coburn.
3. **Recommendation to approve a community clothing exchange be held on August 2, 2008 from 10 A.M. to 3 P.M.** Activities Chair Barbara Herron requested the recommendation be withdrawn as the event coordinator withdrew from participation
4. **Recommendation to approve the Fall Festival be held on November 15, 2008 with a budgeted amount of \$4,500.** A motion was made, seconded, and carried unanimously to approve the motion as submitted. (Lambert/Junk)
5. **Recommendation to approve changing the name of the newsletter, the format of the newsletter, and working with The Next Level Marketing Solutions to improve the community newsletter.** A motion was made, seconded and carried unanimously to approve the recommendation as submitted. (Junk/Lust)

I. Strategic Planning Committee

- July 10, 2008 meeting minutes-** The Board acknowledged the minutes with thanks.

J. Facilities Committee

1. **July 21, 2008-** The Board acknowledged the minutes with thanks.

2. **Recommendation to accept the proposal from Abeytta Painting to paint a small common area that was missed in phase two of the painting project at parcel 26 and 27B in the amount of \$800.** A motion was made, seconded, and carried unanimously to approve the recommendation as submitted. (Junk/Lambert)

K. Rental Room Task Force (AD HOC)

No meeting held.

L. Parcel Representatives (AD HOC)

July 16 2008 Minutes The Board acknowledged the minutes with thanks.

M. CC&R Ad Hoc Committee

1. July 15, 2008 Minutes

2. Recommendation to dissolve the CC&R Ad-Hoc Committee. A motion was made, seconded and carried unanimously to approve the recommendation as submitted. (Damewood/Budd)

VIII. OLD BUSINESS

1. **Dismiss Recall Election Committee-** A motion was made, seconded and carried unanimously to dismiss the Recall Election Committee. (Junk/Lambert)
2. **CC&R Ad Hoc requested verbiage for CC&R amendment-** A motion was made, seconded and carried unanimously to send the proposed grandfather clause verbiage to the CC&R's and place it on the October ballot for approval by the members. (Junk/Lust)

IX. NEW BUSINESS

1. **Board positions for the three new Board Members.** A motion was made, seconded and carried unanimously to appoint Debbie Budd as treasurer and Angela Wagner-Gabbard and John Lambert as Directors. (Lust/Junk)
2. **Board Liaisons for Committees-** Architectural Review Committee Board Liaisons are Carl Junk and John Lambert, Landscape Committee Board Liaison is Carl Junk, Facilities Committee Board Liaison is Carl Junk, Strategic Planning Board Liaison is John Crist, Covenants Committee Liaison is Randall Damewood, Publicity/Activities Committee Board Liaison is Angela Wagner-Gabbard, Pool Committee Board Liaison is John Crist, and Finance Committee Board Liaison is Debbie Budd.
3. **Post Draft Minutes to the Website-** A motion was made, seconded and carried unanimously to request management post the draft of Board Meeting minutes and Committee Meeting minutes to the CRCA website within five business days following the meetings. (Lambert/Lust)
4. **Nominating Committee Present Slate of Candidates-** The Nominating Committee presented the slate of candidates to be placed on the ballot for the October 2008 election to the Board of Directors as follows: Angela Wagner- Gabbard, Charles (Chuck) Stead, Collin Cordell, Connie DeLarge, George Erhardt, John Crist, John Lambert, Marilyn Stimpson, and Randall Damewood. A motion was made, seconded and carried to accept the Nominating Committee's slate of candidates with thanks. (Junk/Lust)
5. **Waste Management Contract-** A motion was made, seconded and carried, four to one, to send the Waste Management contract to an attorney that the Association has not hired in the past for review. (Lambert/Damewood)
6. **Allowing Homeowner Input at Board Study Sessions-** A motion was made, seconded, and carried to allow homeowner comments during the Board Study sessions on every topic discussed in the Board Study sessions. (Lambert/Lust)

X. HOMEOWNER FORUM

- A homeowner discussed the Waste Management Contract.
- A homeowner discussed the Covenants mileage rate.
- A homeowner requested emails for each of the Board members to email them directly.

XI. FUTURE MEETING SCHEDULE

Board Study Session – Wednesday, August 20, 2008, 7 P.M.

Board Meeting – Tuesday, August 26, 2008, 7 P.M.

XII. ADJOURNMENT

A motion was made, seconded and carried unanimously to adjourn the meeting at 9:54 P.M.

Respectfully Submitted,

Sarah Lebsack

Sarah Lebsack, Community Manager, CAAM

Stratford Management

For Continental Ranch Community Association

DRAFT