

CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS
MONTHLY MEETING MINUTES
COMMUNITY CENTER
8881 N. COACHLINE BLVD. TUCSON, AZ 85743
APRIL 29, 2009 AT 7:00 PM

A meeting of the Board of Directors of the Continental Ranch Community Association (CRCA) was held on Wednesday, April 29, 2009, at 7:00 p.m. Board members in attendance were John Lambert via conference call, Chuck Stead, Connie DeLarge, George Erhardt, and Colin Cordell. Community Manager Sarah Lebsack and Assistant Manager Leilani Silva represented Stratford Management. Business was conducted as follows:

- I. **CALL TO ORDER-** Vice-President Chuck Stead called the meeting to order at 7:00 P.M.
- II. **ROLL CALL** - John Lambert via conference call, Chuck Stead, Connie DeLarge, George Erhardt, and Colin Cordell were all present which constituted a quorum. Marilyn Steimpson and Dan Lust were absent.
- III. **APPROVAL OF AGENDA-** A motion was made, seconded and carried unanimously to approve the Agenda with the following amendment: To include the fines from the Covenants Committee. (DeLarge/Cordell)
- IV. **INVITED GUESTS** – There were no invited guests.
- V. **HOMEOWNER FORUM-**

A homeowner expressed distress about a vacant parked vehicle on the street for months and questioned options such as towing the vehicle.

A homeowner questioned why there were two, (2), Waste Management opt out letters sent to all homeowners.

A homeowner wanted more information regarding the Waste Management letter.

A homeowner addressed concern regarding an increase in the Waste Management bill.

A homeowner read a flyer regarding a cell tower that is to go up at the Twin Peaks area and advised people to attend the town council meeting regarding this matter.
- VI. **APPROVAL OF PREVIOUS MEETING MINUTES:** A motion was made, seconded and carried unanimously to approve the March 25, 2009 Board Meeting Minutes as submitted. (Cordell/Erhardt)
- VII. **APPEALS, REQUESTS & WAIVERS** –

There were no appeals, requests, or wavers at this time.
- VIII. **APPROVAL OF CONSENT AGENDA**
 - Acknowledge April 6, 2009 Activities Committee Meeting Minutes.
 - Acknowledge April 7, 2009 Landscape Committee Meeting Minutes
 - Acknowledge April 13, 2009 Pool Committee Meeting Minutes
 - Acknowledge April 2, 2009 and April 16, 2009 ARC Minutes.
 - Acknowledge April 14, 2009 Covenants Committee Meeting Minutes.
 - Acknowledge March 23 and the April 20, 2009 Facilities Committee Meeting Minutes.
 - Acknowledge with thanks Glen and Ruth Pfeiffer's resignation from the Parcel Reps. Committee.
 - Acknowledge with thanks Sandy Padilla's resignation from the Parcel Reps. Committee.
 - Recommendation to approve Jim Browning to the Facilities Committee and the ARC.

Action: A motion was made, seconded and carried unanimously to approve the Consent Agenda. (Delarge/Erhardt)
- IX. **REPORTS**
 - A. **President's Report**

Wildflower Policy- Mr. Lambert discussed allowing homeowners to have wildflowers in their yards, provided that they send management notification of their intentions, the type of wildflowers in their yard and that they understand that they must be cleaned up after they have bloomed to avoid a violation letter.

Action: A motion was made, seconded and carried unanimously to approve the Wildflower Resolution as submitted.

(DeLarge/Erhardt)

B. Treasurer's Report

Mr. Erhardt reported on the financials for the month ending March 31, 2009.

C. Finance Committee

No meeting held.

2008 Tax Returns completed and filed.

D. Managers Report

- 1. New Assistant Manager-** Ms. Lebsack introduced Ms. Silva and encouraged everyone to welcome and introduce themselves.
- 2. Waste Management Opt Out Letter-** Ms. Lebsack explained the contract with Waste Management has a three (3) year term left and homeowners were confused about the second letter that was recently mailed to the community.
- 3. 2008 Audit-** Ms. Lebsack reported that we need three (3) board members to review the draft Audit. John Lambert, Connie Delarge, and Chuck Stead agreed to assist with the review.
- 4. Approved Paint Palette Book-**Ms. Lebsack discussed the there are two (2) approved paint palette books in the management office; whereby, a homeowner can check it out for one (1) day with a deposit.
- 5. Received Invoice from Clint Goodman-** Ms. Lebsack reported that the invoice has been reviewed.
- 6. Status on new file system-** Ms. Lebsack reported that the new filing system is in process and will be completed by end of May, 2009.
- 7. Completed Projects-** Ms. Lebsack stated the bathrooms are completed at the Windmill Pool and they look beautiful
- 8. 2009/2010 budget-** Ms. Lebsack discussed that the 2009/2010 budget is currently being worked on and updated.
- 9. Edna Coburn-** Ms. Lebsack conferred that Ms. Coburn will be taking the Board Minutes beginning in May, 2009.
- 10. Pool Monitors-**Ms. Lebsack discussed all Pool Monitors are hired and that they will be starting May 11th, 2009, and will be attending the Pool Certification Class on May 13th, 2009.

E. Pool Committee

- 1. Recommendation to accept the proposal from Light Composers to design the outdoor lighting at both the Windmill Park Pool and the Community Center Pool to put into next year's budget.**

Action: A motion was made, seconded and carried unanimously to approve the recommendation from Light Composers to design the outdoor lighting at both the Windmill Park Pool and the Community Center Pool not to exceed \$1,200(Cordell/DeLarge)

- 2. Recommendation to accept the proposal from Tile Creations in the amount of \$6,330 (not including tile) to repair and rebuild the showers at the Community Center Pool and the Windmill Park Pool**

Action: A motion was made, seconded and carried unanimously to approve the recommendation from Tile Creations to repair and rebuild the showers at the Community Center Pool and the Windmill Park Pool at a cost not to exceed \$6,330. (DeLarge/Erhardt)

F. Landscape Committee

1. Consent Agenda

G. Covenants Committee

- 1. Recommendation to spend up to \$1500 to meet with the Attorney to receive guidance for the process to amend the CC&R's.**

Action: A motion was made, seconded and carried three (3) in favor, two (2) opposed (Lambert/Erhardt) to approve the recommendation as submitted. (DeLarge/Cordell)

- 2. Recommendation that the Board issue a variance for the ornamental fruit tree in the front yard of property 16088 with the stipulation that the Association still retain the right to fine the homeowner of the fruit is not removed regularly and the ground kept clear of debris from the tree**

Action: A motion was made, seconded and carried unanimously to approve the recommendation as submitted. (Cordell/DeLarge)

H. Activities/Publicity Committee

- 1. Recommendation to accept the ad costs originally submitted for the Newsletter.**

The Board discussed the proposed prices for the advertising in the Newsletter.

Action: A motion was made, seconded and unanimously approved to accept the advertisement costs originally submitted for the newsletter. (Cordell/DeLarge)

I. Strategic Planning Committee

No Meeting Held

J. Facilities Committee

- 1. Recommendation to accept the proposal from Antech Corp. to install monument sign "El Rio" at parcel 43 and install seven (7) CRCA logos on existing signs without the logo at a cost not to exceed \$5642.20**

Action: A motion was made, seconded and carried unanimously to approve the recommendation as submitted, not to exceed a cost of \$5642.20 (Cordell/DeLarge)

- 2. Recommendation to accept the proposal from Light Composers for an engineering design study and schematics of the equipment and related items needed to properly light all thirty-six (36) CRCA entrance signs per Town of Marana lighting codes at a cost not to exceed \$2940.**

Action: A motion was made, seconded and carried unanimously to approve the recommendation as submitted, not exceed a cost of \$2,940. (DeLarge/Cordell)

L. Parcel Representatives (AD HOC)

1. No Meeting Held

M. Commercial Sign (AD HOC)

- 1. Resolution Suggestion**

Action: A motion was made, seconded, and unanimously approved that CRCA adopts Title 16 of the Town of Marana Land Development Code, (as may be amended), as the sign guidelines for the Association. All residences and businesses within the CRCA shall comply with the Title 16 Sign requirements and shall directly obtain any and all necessary permits from the Town. A copy of any permit obtained from the Town shall also be submitted to the association Manager; however no additional approval from the Association shall be necessary. In the event the Town of Marana fails to enforce any provisions of Title 16, including permanent or temporary signs, the CRCA reserves the right to independently enforce any provision therein (Cordell/Lambert)

X. UNFINISHED BUSINESS

A. Approval of the Design Guidelines

Action: A motion was made, seconded, and unanimously approved as submitted.
(Lambert/DeLarge)

XI. NEW BUSINESS

A. Approval of Nominating Committee (Holly Weigt, Vija Lipins, Betty Lewandowski, Barbara Snyder, Ann Bodmer, Carl Junk and Glenn Hesterlee)

Discussed among Board members and Mr. Lambert stated that according to the bylaws, there can be a Nominating Committee not to exceed five (5) people and suggested that the first five (5) people that requested to be on committee be granted as such.

Action: A motion was made, seconded and carried four (4) in favor, one opposed (Cordell) to approve the recommendation that the Nominating Committee would consist of committee members: Holly Weigt, Vija Lipins, Betty Lewandowski, Barbara Snyder, and Glenn Hesterlee. (DeLarge/Lambert)

B. Community Association Bank- Board discussed the different options and benefits with working amid this Bank would provide to Homeowners as well as Management. Board stated that the Finance Committee will be looking further into this.

C. Strategic Planning Committee- Discussed by board that the Strategic Planning Committee needs to be made up of homeowners. Mr. Lambert suggested there be an application process; whereby, they are selected and approved.

Action: A motion was made, seconded and carried four (4) in favor, one opposed (Lambert) to approve the recommendation to allow current Strategic Planning Committee members to hold a May meeting and subsequently submit an application to officially be approved.(DeLarge/Cordell)

D. Suggestion to dissolve Parcel Reps. Ad Hoc Committee- It was reported that on date and times of Parcel Rep Ad Hoc Committee meetings that there is only one person that attends; therefore not able to call a quorum. It was suggested by this person to dissolve the Parcel Reps. Ad Hoc Committee.

Action: A motion was made, seconded, and carried four (4) in favor, one opposed (Lambert) to dissolve the Parcel Reps. Ad Hoc Committee.

E. Senior Citizens Request regarding ramps at Community Center- It was discussed by Board Members to have two (2) more wheelchair ramps put in more accessible and convenient locations at the Community Center and to be in ADA compliance. Ms. Lebsack stated that we are currently getting bids on this project.

F. Request to Extend Community Center Rental- The Board discussed the rental extensions and left this to the Management's discretion.

G. Request Landscape RFP from Landscape Committee- It was discussed amongst Board Members that the request would be made for the RFP to the Landscape Committee. It was also discussed that this may take a few months to generate a complete RFP.

XII. FUTURE MEETING SCHEDULE

Board Study Session – May 20, 2009, 6:30 P.M.

Board Meeting– May 27, 2009, 7:00 P.M.

XIII. ADJOURNMENT- A motion was made, seconded and carried unanimously to adjourn the meeting at 8:25 P.M. (DeLarge/Cordell)

Respectfully Submitted,

Leilani Silva

Leilani Silva
Assistant Manager, Stratford Management
For Continental Ranch Community Association