

Continental Ranch Community Association

9150 N. Coachline Blvd. Tucson, AZ 85743 Phone: (520) 297-7600 Fax: (520) 297-7917

Landscaping Committee Meeting – November 3, 2009

Minutes

(9150 N. Coachline Blvd. Tucson, AZ 85743)

- I. **Call to Order**-Dale De Men, Manger for CRCA called the meeting to order at **7:02 p.m. at the Community Center.** Vija Lipins, Frank Postillion, and Barbara Bohall were all present. Board President, John Lambert, was also present as the Liaison for the Board of Directors. Josh Seng and Dale De Men were present for HOA Management Solutions.
2. **Guests:** Magda Quiros & Barbara Snyder
3. **Appointment to Committee:** John Lambert appointed **Barbara Snyder** to the Committee.
4. **Approval of the November 3, 2009 Meeting Agenda-** With the addition of item 9-b, a motion was made, seconded and carried to approve the November 3, 2009 agenda as submitted. (Lipins/Postillion)
5. **Approval of the August 4, 2009 Meeting Minutes-** A motion was made, seconded and carried to approve the August 4, 2009 minutes as submitted.(Postillion/Lipins)
6. **Board Actions for August 2009 (No Board Meetings September or October 2009)**
Approved-None
Denied-Recommendation to approve management to print, mail and copy surveys to parcel 36 at a cost not to exceed \$400 was not approved.
7. **Management Report**
 - a. Mr. Seng tasked with following up with Glenn from The Groundskeepers regarding the **Twin Peaks interchange project** update.
 - b. Mr. Seng tasked with gathering **bids to remove the three tree stumps** at the CRCA community center
 - c. Committee made **final revisions to the Master RFP** for the Continental Ranch community landscape maintenance. Ms. Lipins moved to keep the rotation frequency of maintenance and allow the contractor to give their input on what they deem necessary, with Mr. Postillion seconding the motion. Motion passed with two in favor, one opposed.
 - d. The RFP notation regarding **maintenance of the monument entryway planter boxes** was tabled to be addressed under item 8-c under Unfinished Business by motion by Ms. Lipins, seconded by Mr. Postillion, and carried unanimously.
 - e. Committee noted that the parcel 15C **Water Fountain** at Park was successfully removed. Mr. Seng was tasked to confirm this and to find the whereabouts of the water fountain that was removed.
 - d. Groundskeeper has completed **over-seeding lawn** areas, however the Committee expressed the poor condition of the lawn at Windmill Park.

8. Unfinished Business

a. **Marabella II Rip Rap-** Committee reviewed the 3 bids presented from The Groundskeeper, Indigenous Solutions Inc., and Chula Vista Landscaping. The Committee decided that this topic will not be voted upon until further review of the area by Committee members is complete.

b. **Silverbell Project-** Committee discussed the project to identify and utilize potential grant funds to pay for watering of the trees along Silverbell Road for which the Town of Marana has currently terminated the watering.

c. **Planter Boxes-** Mr. Seng tasked with identifying exact number of planter boxes to include in the Master RFP for annual/perennial planting and maintenance by the landscape company.

d. **Colony Park-** Ms. Lipins moved to send to the Board the most current bid by the Groundskeeper for installation and re-irrigation of (20) 5-gallon oleander bushes along Coachline at Colony Park. The motion was seconded by Ms. Bohall and was carried unanimously

e. **Parcel 19 Re-irrigation of the 9 trees in the Wappa Easement-** Ms. Snyder moved to NOT re-irrigate the trees in the Wappa Easement, Bohall seconded, unanimously carried.

f. **Rainmaster system installation at tot lots in Parcel 27A and 19-** Ms. Lipins moved to not install this system at this location, seconded by Mr. Postillion, and carried unanimously. It was discussed that management should look into relocating the bus-stop. Mr. Seng tasked with attempting to relocate the school bus stop that is located at the tot lot in 27A.

9. New Business

a. **Letter from Homeowner regarding Silverbell and Coachline Entry Monuments-** Topic outdated, not discussed.

b. **Silverbell & Silver Moon landscaping concerns from homeowner-** Mr. Seng to check with municipality and confirm ownership of the property before discussing further.

c. Mr. Postillion moved to send **Master RFP for the landscape maintenance contract to the board**, seconded by Ms. Lipins, discussed and carried unanimously.

10. Next meeting date December 1, 2009

11. **Adjournment-** A motion was made, seconded and carried unanimously to adjourn the meeting at 9:04 P.M. (Lipins/Postillion)

Respectfully Submitted,

Josh Seng

Landscape Manager

CRCA by HOA Management Solutions