

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – COMMUNITY CENTER
WEDNESDAY, 19 MAY 2010 -- 7:00 P.M.**

The Board of Directors of the Continental Ranch Community Association met on Wednesday, 19 May 2010 at the Community Center. Directors present: Mr. John Lambert, President; Mr. Chuck Stead, 1st Vice President; Ms. Peggy Bracken, Secretary; Ms. Connie DeLarge, Treasurer; Mr. Gus Lipins, Director. Excused absence: Ms. Marilyn Stimpson, 2nd Vice President. Absent: Mr. Terry Paschen, Director. Also present: Mr. Josh Seng, Assistant Manager, and six residents.

I. CALL TO ORDER:

Mr. John Lambert, President, called the Board of Directors' regular meeting to order at 7:00 p.m.

II. ROLL CALL/QUORUM:

Five members of the Board of Directors were in attendance. Quorum of four required for the conduct of Association business.

III. APPROVAL OF AGENDA:

Two additions to the agenda were noted by Mr. Stead: Identification of Reserve Fund accounts, and budget input requested from committees, both under Section XIII. Finance Committee. New business item: Windmill parking lot repaving consideration. Old business item, A. Dimensions Ministry to be moved forward in the agenda. **MOTION made/seconded (Stead/Lambert) to approve the meeting agenda as amended. Unanimously approved.**

IV. INVITED GUESTS: None.

V. MINUTES' APPROVAL:

MOTION made/seconded (Bracken/DeLarge) to approve minutes of the 21 April 2010 meeting. Unanimously approved.

VI. APPEALS/REQUESTS/WAIVERS INSTIGATED FROM HOMEOWNERS:

None.

VII. CONSENT AGENDA:

A. ACKNOWLEDGE RECEIPT OF COMMITTEE MINUTES:

Covenants—11 May 2010; ARC—15 April and 6 May 2010; Landscape—4 May 2010; Pool—4 May 2010; Finance—13 May 2010.

B. APPROVALS:

1) Payment of an additional \$800.00 to Stewart Paving for the unforeseen extra

demolition of average 13" deep concrete along the play station at the Windmill complex and the need for extra AB material in preparation for the pavers; 2) purchase of table pads from Table Pads Custom at a cost of \$269.00 plus tax/delivery, to protect the conference room table in the Windmill office; 3) repair/replace the vandalized oval tube at the Windmill Park play station at a cost of \$1,239.13 to American Play Stations, Tucson; 4) additional payment of \$2,000.00 to J. Todd Lundering, CPA, Tucson, for the Association audit (still under budget by \$1,500); open an operating fund Money Market account at Canyon Community Bank for deposit of current budget assessments when the Mutual of Omaha operating account reaches \$250,000.00, (funds placed in the new account will be transferred back to the Mutual of Omaha account when funds drop below \$250,000 as bills are paid).

VIII. PRESIDENT'S REPORT:

Mr. Lambert voiced concern about continuing vandalism throughout the community. There is currently no policy in place other than routine revoking of pool key for 30 days and fine assessments for each violation. **MOTION made/seconded (Lambert/DeLarge) to offer a \$500.00 reward leading to the arrest and/or conviction of any person(s) vandalizing pools and/or other facilities of Continental Ranch property.** Discussion: Management to post notice of this action in local newspaper; consider posting signage throughout the area, articles in Windmill each month, requesting resident awareness of acts of vandalism and reporting same, etc. Reward offer may deter continuing vandalism, as someone will identify a vandal in order to collect the reward. Security personnel and patrolling pools after closing hours considered. Cameras are posted; a camera demo is scheduled in the near future. Damage repair reimbursement also needs to be considered upon prosecution. **Unanimously approved.**

IX. NEW DIMENSIONS MINISTRY (moved forward from Old Business):

Pastor William F. Dixon of New Dimension Ministries had previously requested a long term contract for Community Center rental on Sunday mornings through 3 October 2010. Current use hours of 9 a.m. to 1 p.m. impacts on other homeowners wanting to rent this facility for afternoon events. Pastor Dixon may be agreeable to amending hours of use from 8 a.m. to 12 p.m. **MOTION made/seconded (Lambert/Bracken) to authorize New Dimension Ministries' contract through 3 October 2010 for Sunday rental use of the Community Center from 8:00 a.m. to 12:00 noon.** Discussion: Pastor Dixon to advise if the new hours will not be acceptable for New Dimensions' use. **Unanimously approved.**

X. FACILITIES COMMITTEE:

A. MONUMENT LIGHTING:

MOTION made/seconded (Lambert/Bracken) to accept the Sovereign Electric, Tucson bid to light existing 27 monument entries at a cost not to exceed \$87,135.00. Discussion: Three bids had been received. Other parcel entryways will be considered on a case-by-case basis as funds become available. Some areas have solar lighting. Vandalism a concern. **Unanimously approved.**

B. PICNIC TABLES AT WINDMILL PARK:

MOTION made/seconded (Lambert/DeLarge) to accept a bid of \$1,420.00 plus tax from Anderson Painting Company, Tucson to strip and recoat picnic tables with seats behind the Windmill complex at a cost of \$1,420.00 plus tax with color selection, green. Unanimously approved.

XI. LANDSCAPE COMMITTEE:

A. MONUMENT PLANTING UPGRADES:

MOTION made/seconded (Lambert/DeLarge) to approve DLC Resources as the contractor for the monument upgrades, due to the pre-negotiated maintenance contract, therefore excluding this project from the three-bid Board policy. Unanimously approved.

B. PLANTING REPLACEMENTS:

MOTION made/seconded (DeLarge/Stead) to approve removing dead landscape plantings and replacing with like-kind material. Unanimously approved.

XII. ACTIVITIES, POOL, ARC AND COVENANTS COMMITTEES: No recommendations at this time.

XIII. FINANCE COMMITTEE:

A. APPOINTMENTS:

MOTION made/seconded (Lambert/Stead) to approve appointments of Mr. Richard Roberts and Mr. Luke Baer to the Finance Committee. Unanimously approved.

B. FUNDS TRANSFER:

MOTION made/seconded (Lambert/Stead) to approve the transfer of \$50,000.00 from the State Farm Money Market to the Alliance Money Market. Discussion: Recommendation of the Finance Committee to keep the balance in the State Farm account under the \$250,000 insured amount. **Unanimously approved.**

C. AUDITOR RECOMMENDATION:

Auditor recommendations included identifying reserve funds and separating them out from the operating account. The operating account can then be reimbursed from reserve funds as needed. There are currently nine reserve accounts. **MOTION made/seconded (Lambert/DeLarge) to approve Management and the Finance Committee identifying the reserve accounts. Unanimously approved.**

D. ANNUAL BUDGET INPUT:

A reminder is made to all committees for submission of budget requests by 1 June 2010. Reserve study items affected with zero life remaining need to be addressed. Budget input not received by 1 June will be developed by the Finance Committee, with the finalized budget presented for approval by the Board at the August meeting.

XIV. NEW BUSINESS:

A. NOMINATING COMMITTEE:

Management prepared an annual meeting timeline in accordance with requirements of the Association. Three Board terms are expiring this year: DeLarge, Lambert, Stead. Two public meetings need to be held for qualified candidates, with suggested dates, Monday, 14 June and Tuesday, 29 June at the Community Center. Appointment of a nominating committee is the immediate item to be addressed. Suggested candidates for the Nominating Committee are Messrs. Ronald Benjamin, Russell Clanagan, Glenn Hesterlee, Kermit McCutchan, and Raymond Spitzer. The slate of candidates will be announced at the 21 July Board meeting. **MOTION made/seconded (Lambert/Lipins) to adopt the Annual Meeting timeline dates/actions as presented. Unanimously approved.**

MOTION made/seconded (DeLarge/Stead) to appoint Ronald Benjamin, Russell Clanagan, Glenn Hesterlee, Kermit McCutchan, and Raymond Spitzer to the Nominating Committee. Unanimously approved.

B. SUNFLOWER COMMUNITY ASSOCIATION'S EXHIBIT D:

SCA has submitted proposed changes to Exhibit D of the CC&Rs affecting the Sunflower community. These proposed changes have been coordinated with their attorney, and have now been submitted to CRCA for approval. Since there are a few minor concerns, it was recommended that CRCA's attorney and SCA's attorney discuss Exhibit D prior to final approval discussions.

C. WINDMILL COMPLEX PARKING LOT:

Consideration needs to be given to future repair/repaving of the Windmill complex parking lot. Bids will be needed.

XV. OLD BUSINESS:

PARKING:

Street parking remains a topic of discussion, with some residents assuming that street parking after the management office closes is acceptable. It was suggested that covenants committee members drive through the community at night. Residents appear to have 50/50 opinions on parking and non-parking regulations and identifying violators during evening hours. Resident input always requested; any changes to policy need to be made by the Board.

XVI. MANAGER'S REPORT:

Mr. Seng presented Ms. De Men's report which included actively working with homeowners, producing the finalized Windmill copy, working with all committees, working with the YMCA on project proposals for CRCA, obtaining numerous bids, etc. Completed tasks include re-plumbing, A/C repairs, new water fountain, pool deck refurbishing at the Community Center. Deep cleaning of the Community Center floor I scheduled for 1 June. Community Center pool is now open. Late fees for assessment

delinquencies will be assigned to residents on 16 November, as needed. Management tracks home foreclosures and maintains accurate information for file upkeep. Banking issues are handled with the Finance Committee, and carefully monitored. Consideration should be given to a line item in the upcoming budget to reflect delinquencies for 2010-2011. New contractor, DLC is in full operation, with weeds being a primary issue. The annual audit is complete. Pool monitor positions are filled. Contractor bids continue to be requested according to budget goals and reserve study identified needs.

XVII. ADJOURNMENT:

With no further business, **MOTION was made/seconded (DeLarge/Bracken) to adjourn at 8:10 p.m.**

Upcoming dates:

Board Study Session – Wednesday 9 June 2010 @ 6:30 p.m., Community Center.

Board Meeting – Wednesday, 16 June 2010 @ 7:00 p.m., Community Center.

Nominating Committee Public Meetings – Monday, 14 June 2010 and Tuesday, 29 June 2010, (Time TBA), Community Center.

PEGGY BRACKEN, Secretary

Attachments for file:

Sign-in Sheet

Amended Agenda

Committee Minutes

New Dimensions Contract Request

Added Audit Expense

Contractor bids

SCA Exhibit D

Annual Meeting Timeline

Any other documentation pertaining to this meeting

(Minutes by Edna M. Coburn; reviewed by Board of Directors)