

# Continental Ranch Community Association

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

## Landscape Committee Meeting – September 7, 2010

### Minutes

- I. **Call to Order 7:10 p.m. at the Windmill Park Office**
- II. **Roll Call** – Committee member Frank Postillion was present and Joe Cinquegrani attended by phone. Board liaison John Lambert was present and participated in voting to meet quorum. Management representatives Josh Seng and Dale De Men were present. Invited guests John Holbert and Don Mady of DLC Resources were also in attendance. Additionally, CRCA resident Rob Palfreyman attended as a guest with interest of joining the CRCA Landscape Committee.
- III. **September 7, 2010 Meeting Agenda** approved by motion (Lambert/Postillion)
- IV. **August 3, 2010 Meeting Minutes** approved by motion (Lambert/Postillion)
- V. **Guests:**
  - A. **DLC Resources**
    - i. **Presented maintenance report and supplied proposals for business items.**
    - ii. **Noted that 4-week cycle map is being created.**
- VI. **Board Actions**
  - A. **August 2010 Consent Agenda** – *approved* recommending replacement of all plants that died during the past year at cost not to exceed \$2,546 (within budget), recommending proposals for Marbella II to extend grouted rip-rap, additional plantings, replenishing decorative rock, for a combined total of \$14,600 (within budget); recommending acceptance of upper tree maintenance proposal from Brijer Resources at a cost not to exceed \$13,000 (within budget).
  - B. **MOTION made/seconded (Lambert/Stimpson) in the absence of a quorum at committee level, the Board Liaison be authorized to establish quorum requirement and allowed to vote if required. Unanimously Approved.**
  - C. **COMMUNITY CENTER PLANTER UPGRADE: MOTION made/seconded (Lipins/Stimpson) to reject a proposal to upgrade the Community Center sign planter box. One affirmative vote (Lambert); three negative votes. Motion denied.**
- VII. **Management Report**
  - A. **Supplied supporting information for business items.**
- VIII. **Unfinished Business**
  - A. **Coachline Plant Replenishment – Motion** to recommend to Board to replenish the plantings along Coachline Blvd according to the report provided by management, at a cost NTE \$4,085 by DLC Resources (Lambert/Postillion). Discussion. Unanimously approved.
  - B. **Monument Entryway Upgrade Proposals** – Committee reviewed the plans presented by DLC Resources and established Study Session date of September 21, 2010.
  - C. **Decorative Rock Improvements (replenishment per reserve study)** – Based on the Board decision to restructure the reserve study allocation for this maintenance item, from \$6,200 yearly to \$18,600 on a three year cycle, the Committee made a **Motion** to recommend to the Board to replenish decorative rock in CRCA common areas as recommended by management using DLC Resources at material cost plus 20% mark-up for a total cost NTE \$18,600 (Lambert/Postillion). Discussion. Unanimously approved.

**IX. New Business**

- A. Community Center Landscaping – Motion** to recommend to Board for DLC Resources to install new landscape plantings at CRCA Community Center at a cost NTE \$4,000 (Lambert/Postillion). Discussion. Unanimously approved.
- B. Twin Peaks Landscaping – Motion** to recommend to Board to accept proposal from DLC Resources to install landscape plantings in the Twin Peaks Road median, east of Coachline, at a cost NTE \$18,450 (Postillion/Lambert). Discussion. Unanimously approved.
- C. Drainage Re-grading (between Mission View and Phobos) – Motion** to recommend to Board to accept proposal from DLC Resources to fix drainage problem by re-grading affected section and resetting riprap, at a cost NTE \$2,656 (Postillion/Lambert). Discussion, this is an emergency item. Unanimously approved.
- D. Planter Bed Irrigation Restoration – Motion** to recommend to Board to accept proposal from DLC Resources to restore the irrigation to the 5 planter beds so that they can be planted with the annual flowers as called for in the maintenance contract, at a cost NTE \$3,488 (Postillion/Lambert). Discussion. Unanimously approved.
- E. Appoint New Committee Member – Motion** to recommend to Board to appoint Rob Palfreyman to the CRCA Landscape Committee (Lambert/Postillion). Discussion. Unanimously approved.

X. Study Session date September 21, 2010 at 7:00 P.M. at the Windmill Park Office.

XI. Next meeting date October 5, 2010 at 7:00 P.M. at the Windmill Park Office.

XII. Meeting adjourned by motion at 8:44 P.M. (Lambert/Postillion).

**Respectfully Submitted,**

**Josh Seng**  
**HOA Management Solutions**