

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – COMMUNITY CENTER
WEDNESDAY, 15 SEPTEMBER 2010 -- 7:00 P.M.**

The Board of Directors of the Continental Ranch Community Association met on Wednesday, 15 September 2010 at the Community Center. Directors present: Mr. John Lambert, President; Ms. Marilyn Stimpson, 1st Vice-President; Ms. Connie DeLarge, 2nd Vice-President; Ms. Peggy Bracken, Secretary; Mr. Gus Lipins, Treasurer; Mr. Larry Lemieux, Director. Absent: Mr. Terry Paschen, Director. Also present: Ms. Dale DeMen, Community Manager; Mr. Josh Seng, Assistant Manager and 10 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:

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

III. APPROVAL OF AGENDA:

Add an additional item to be discussed regarding a landscape issue; move the request from the Boy Scouts from Homeowner Forum, and add a request from the Continental Ranch Soccer Team. All under New Business. **MOTION made/seconded (DeLarge/Lipins) to approve the meeting agenda as amended. Unanimously approved.**

IV. HOMEOWNER FORUM (for items not on the agenda): None until end of meeting.

V. MINUTES APPROVAL:

Correction noted by Mr. Lambert: Item IX. 1st paragraph—change wording: "...indicating a possible re-look at the Reserve Study to address future granite needs in the community." **MOTION made/seconded (Lipins/Lemieux) to approve the minutes of the 18 August 2010 as amended. Unanimously approved.**

VI. APPEALS/REQUESTS/WAIVERS INITIATED FROM HOMEOWNERS. None.

VII. CONSENT AGENDA:

A. ACKNOWLEDGE RECEIPT OF COMMITTEE MINUTES:

ARC—19 August and 2 September 2010; Activities—1 September 2010; Landscape—7 September 2010; Finance—9 September 2010; Pool (13 September/no quorum). Within the Activities' Committee, Ms. Anna Holcomb and Ms Micala Baer were elected Chair and Secretary respectively. Haunted House is scheduled for 30 October; volunteer help is needed. Committee requests support for the Marana Food Bank.

B. COMMITTEE APPOINTMENTS:

To Landscape Committee: Mr. Rob Palfreyman.

C. COMMITTEE RECOMMENDATIONS:

Upgrades recommended by Landscape Committee according to existing budget and Board-negotiated prices in the DLC Resources contract: Replenish plantings along Coachline Blvd at a cost not to exceed \$4,085; replenish decorative rock in common areas at a cost NTE \$18,600; installation of new landscape plantings at the Community Center at a cost NTE \$4,000; installation of plantings on Twin Peaks median, east of Coachline at a cost NTE \$18,450; fix a drainage problem by re-grading the section and resetting riprap at a cost NTE \$2,656; restore irrigation to five planter beds at a cost NTE \$3,488.

MOTION made/seconded (Bracken/DeLarge) to approve the Consent Agenda as presented. Unanimously approved.

VIII. TREASURER'S REPORT:

Treasurer, Mr. Lipins presented the financial report as of 31 August 2010: Operating cash, \$331,204.21; Reserve balance, \$1,094,323.77 which includes \$13,625.85 in the restricted Sunflower Light Mitigation Fund and \$1,080,697.92 in the Reserve Fund. Accounts receivable are \$141,380.84 with prepaid assets (insurance and income tax) of \$29,869. Total assets as of 31 August 2010: \$1,790,125.78.

IX. PRESIDENT'S REPORT:

The Landscape Committee will meet for a study session on 21 September at the Windmill Office, 7:00 p.m. to develop the plant palette for the monuments.

X. NEW BUSINESS:

A. DRIVER VISIBILITY CONCERN:

Mr. Lipins spoke of a night driver issue when visibility is restricted, such as noted this evening at a corner near his home. This is not an isolated concern, but rather a daytime and nighttime landscape and/or curbing problem in several cross-street areas throughout the community. Notify Mr. Seng with specific areas of concern. It was noted that this is partially a design problem for the Town of Marana.

B. BOY SCOUT TROOP 219 REQUEST:

A letter was received from Ms. Victoria Blakley, Committee Chair for Boy Scout Troop #219, Continental Ranch, requesting use of the Community Center for meetings on Tuesday evenings from 7:00 p.m. to 8:30 p.m. The troop is exclusively Continental Ranch residents, is insured and is willing to assist with community service around the building. **MOTION made/seconded (Bracken/DeLarge) to approve the use of the Community Center by Boy Scout Troop #219 on Tuesday evenings from 7:00-8:30 p.m. at no charge.** Discussion: Mr. Lemieux asked if there was any written policy covering this type of request. None. **Unanimously approved.**

C. SOCCER CLUB REQUEST:

A request was received regarding use of the Windmill Park field, Tuesdays and Thursdays, 5:00-6:00 p.m. by the Soccer Club. All participants are Continental Ranch residents, and the group is insured. Provision would need to be for that club's use after 6 October, because of recent field re-seeding. **MOTION made/seconded (Lemieux/DeLarge) to approve use of the Windmill Park field on Tuesdays and Thursdays by the Continental Ranch Soccer Club, at no charge, after 6 October 2010 because of recent re-seeding of the area. Unanimously approved.**

XI. UNFINISHED BUSINESS:

A. SOVEREIGN ELECTRIC CONTRACT UPDATE:

An in-progress status report from Sovereign Electric was received regarding 26 areas involved in the current project. Of these, seven areas are missing light fixtures due to damaged lights received and recently reordered. A resident indicated some lights along Silverbell are dull, and bright along Coachline. Some areas are solar; in other areas, timers may need to be adjusted. Mr. Lemieux asked about painting the insides of boxes black, in order to reflect light outward. All areas need paint and a night visit for aiming of fixtures. Mr. Lambert indicated that Mr. Seng, a Sovereign Electric representative, and others would be touring the community later in the evening to look at all areas in the current project. He suggested that some Board members might wish to participate in this tour and also be aware of driver visibility issues as noted previously.

B. BOARD OF DIRECTORS' ELECTIONS:

No petitions were received for additional candidates for the Board of Directors' upcoming election. The certified slate of candidates stands with Mr. John Lambert, Ms. Connie DeLarge, and Mr. Larry Lemieux.

The appointed Election Committee includes Mesdames Gladys Pope, Margie Walp, Magda Quiros (Sunflower), Connie Gaddie and Edna Coburn.

XII. MANAGER'S REPORT:

Ms. DeMen presented a detailed report of office functions, including newsletter production, preparations for the upcoming election and scheduled mailing of the election packet to all residents by 20 September 2010. Resident assessment billing is also scheduled early in October. Old files are still being researched, and is a time consuming project because of inadequate or missing information. Active accounts have been verified. The CPA moved 2009 year end expenses out of the 2010 financial business. Staff attends all committee meetings, and new projects and contracts for the coming fiscal year are being addressed. The Ad hoc Twin Peaks Monument Committee is currently on hold pending placement of a sign on the new brick wall being built around the back-up pump station. A free-standing monument was disapproved by the Town of Marana legal department because of utility easements. The Windmill pool spa was vandalized recently, necessitating draining and chemical re-balancing. There have been no problems with the high speed internet by Comcast. The VMS is continually being updated and tweaked to match the needs of the community.

The new budget provides for digitally scanning old files onto disk. Bids for a contract for this file conversion will be presented to the new Board in November. All banking accounts remain in place, with the next CDs maturing in 2011. All contracts will be reviewed for the new fiscal year. Staff continues to work with Goodman Law to keep collection accounts current. Staff is prioritizing facilities issues as to what month projects will be scheduled for completion in the upcoming fiscal year.

XIII. HOMEOWNERS' FORUM ITEMS:

A resident voiced concern regarding the absence of Mr. Terry Paschen from several Board of Directors' meetings. Family illness issues were noted. The bylaws indicate no action unless a director has missed four consecutive meetings.

Now that pool monitors are no longer working, it was noted that food/drinks are being brought into the gated area. Address all pool concerns to the Pool Committee. Security cameras are budgeted items.

A resident also indicated an increase in trash being tossed over the wall into the rear yard. It was explained that the Association has no control over this and such incidents should be repeatedly reported to the Marana Police Department. It was also suggested that the resident consider extending the rear wall to six feet, and apply to ARC for authorization, noting the trash problem.

Weed control was mentioned by a resident, and discussion indicated that it takes close to two months by Arizona law before the Association can send someone to actually perform this type of clean up.

Lack of animal control in the Windmill Park field area was a concern. Signage to keep animals on leash is not obeyed. Animal refuse is not always picked up. Since this is private property, the Marana Police Department will not respond, nor will they share a resident address from a vehicle license plate number. There is no one to monitor the area early mornings/evenings. Discussion on sending letters to residents and the time element involved does not adequately address a daily-recurring situation. The resident volunteered to get names/addresses of repeated violators and turn this information in to the office. As requested, **MOTION was made/seconded (DeLarge/ Lambert) to set a fine of \$150.00 to homeowners that do not keep animals on leash and/or do not clean up after their pets.** Discussion: Post new signage. **Unanimously approved.**

XIV. ADJOURNMENT:

With no further business, MOTION was made/seconded (Stimpson/DeLarge) to adjourn at 7:41 p.m. Unanimously approved. An Executive session followed.

Upcoming dates:

Meet the Candidates – Tuesday, 28 September 2010 @ 7:00 p.m., Community Center.

(Tentative) Board of Directors' Meeting – Wednesday, 6 October 2010 @ 7:00 p.m.,
Community Center, to complete current year business.

Annual Meeting – Wednesday, 20 October 2010 @ 7:00 p.m., Twin Peaks School.

Reorganizational Meeting for Incoming Board of Directors – TBD.

PEGGY BRACKEN, Secretary

Attachments for file:

Sign-in Sheet

Amended Agenda

Committee Minutes

Treasurer's Report

Boy Scouts' Request

Soccer Team Request

Sovereign Electric Status Report

Other documentation pertaining to this meeting.

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