

**CONTINENTAL RANCH COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING – COMMUNITY CENTER  
THURSDAY, 20 JANUARY 2011 -- 7:00 P.M.**

The Board of Directors of the Continental Ranch Community Association met on Thursday, 20 January 2011 at the Community Center. Directors present: Mr. John Lambert, President; Ms. Peggy Bracken, 1st Vice-President; Ms. Marilyn Stimpson, 2<sup>nd</sup> Vice-President; Ms. Connie DeLarge, Secretary; Mr. Larry Lemieux, Treasurer; Mrs. Gladys Pope, Director; Absent: Mr. Terry Paschen, Director. Also present: Mrs. Dale DeMen, Community Manager; Mr. Josh Seng, Assistant Manager; Mr. Keith Brann, Town of Marana representative, and seven 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:**

Two changes noted for the agenda: Under new business—new item G. Windmill Ball Field Use; removed from the consent agenda, new item H. Timers for the Community Center Pool. **MOTION made/seconded (DeLarge/Pope) to accept the agenda as amended. Unanimously approved.**

**IV. INVITED GUEST:**

Mr. Keith Brann, Town of Marana, addressed the Board about traffic issues as a result of a recent letter from the Association to the mayor regarding crosswalks and speed along the new Twin Peaks roadway. Discussion regarding lack of crosswalk markings between the I-10 overpass and the intersection at Coachline indicated the Town of Marana is hesitant to designate a crosswalk. Mr. Grant pointed out that recent surveys indicated nothing more is justified. The Board's position is assuring Continental Ranch resident safety and an anticipated increase in road crossing when residents on the north side wish to get to the Windmill park/pool complex. Regarding speed in the same area, Mr. Grant indicated two speed studies had been done. In discussion, there appeared to be a better understanding of the request in a suggested rearrangement of signs, taking into consideration "line of sight."

**V. HOMEOWNER FORUM (for items not on the agenda):** None.

**VI. PRESIDENT'S MESSAGE:**

Mr. Lambert announced the resignation with regret and thanks for serving the community, of Board Director, Mr. Terry Paschen. A replacement appointment was not considered at this time.

**VII. APPROVAL OF MINUTES:**

**MOTION made/seconded (Lemieux/DeLarge) to accept minutes of the December 2010 meeting as presented. Unanimously approved.**

**VIII. APPEALS, REQUESTS, WAIVERS: None.**

**IX. CONSENT AGENDA:**

**A. ACKNOWLEDGE RECEIPT OF COMMITTEE MINUTES:**

ARC—16 December 2010; Pool—3 January 2011; Landscape—4 January 2011; Activities—5 January 2011; Covenants—11 January 2011; Finance—12 January 2011; Ad Hoc Twin Peaks Monument—18 January 2011.

**B. COMMITTEE APPOINTMENTS/RESIGNATIONS: None.**

**C. BOARD ACTIONS:**

1. Pool Committee: Postpone action on stucco repair to wall at Community Center pool.
2. Pool Committee: Accept Saguaro Aquatics Swim and Water Aerobics proposals, modified to remove use of the Windmill Park pool.
3. Pool Committee: Accept schedule for pool monitors from May to Labor Day plus one week for MUSD spring break. Note: Same hourly pay scale rate as previous year.
4. Activities Committee: Easter Egg Event—Jumping castle on football field, cost not to exceed \$150.00. Baskets to be made for boy and girl per age group for event raffles. Purchase of extra candy and decorations, cost not to exceed \$100.00.
5. Activities Committee: 2011 Calendar of events: 23 April—Easter Egg Hunt at Windmill Park; 7 May—Women's Pampering at Community Center; 18 June—Fathers' Appreciation Day at Windmill Park; 30 July—Teen/Tween Event at Community Center; 30 October—Halloween Event at Community Center.
6. Finance Committee: Recommendation to open a reserve checking account at Canyon Community Bank for monthly donation of reserve funding. Account will be swept each six months to place funds in an appropriate CD or Money Market account.
7. Manager's Request: Authorize \$1,500.00 to supplement Volunteer Workers' Luncheon donations.
8. Manager's Request: Accept DLC Resources proposal to ease drainage of the parking lot at Windmill Park at a cost not to exceed \$2,245.41.

**MOTION made/seconded (Bracken/DeLarge) to accept the Consent Agenda as amended. Unanimously approved.**

**X. TREASURER'S REPORT:**

Mr. Lemieux reported from the balance sheet of 31 December 2010, and approved by the Finance Committee: Operating cash, \$438,703; Reserve balance of \$1,033,404 includes \$13,639 in the restricted Sunflower Light Mitigation Fund; Accounts receivable, \$784,245 with prepaid assets (insurance and income tax) of \$23,413. Total assets as of 31 December 2010, \$2,486,752.

**XI. COVENANTS COMMITTEE:**

**MOTION made/seconded (Lemieux/DeLarge) to accept the recommendation of the Covenants Committee regarding weeds, Account 19588. Unanimously approved.**

**XII. LANDSCAPE COMMITTEE:**

**MOTION made/seconded (Lemieux/DeLarge) to accept the recommendation of the Landscape Committee regarding replacement of a saguaro which fell/died due to gopher burrows at Indian Summer Drive and Twin Peaks, at a cost not to exceed \$350.00 for a five foot saguaro spike. Unanimously approved.**

**XIII. NEW BUSINESS:**

**A. WINDMILL RETENTION BASIN:**

**MOTION made/seconded (Bracken/Stimpson) to accept proposal of JANC Excavation and Construction, Cortaro AZ, not to exceed \$20,617.44, to bring Windmill Park basins into code compliance and create long-term sustainability with minimum recurring maintenance. Unanimously approved.**

**B./C. TWIN PEAKS SPEED LIMIT AND CROSSWALKS:** No further discussion.

**D. WEATHER HILL DRIVE OPTIONS:**

Following discussion on suggested options for controlling illegal vehicular access through landscaped area, topic is being returned to the Landscape Committee to discuss barrier considerations—plants, barriers installed by the Town of Marana, etc.

**E. STACK CHAIRS FOR COMMUNITY CENTER:**

**MOTION made/seconded (Lemieux/DeLarge) to purchase 100 chairs from Uniflex, Gainsville, TX at a cost not to exceed \$5,005.00. This includes 10 year warranty, two dollies, shipping charges. Unanimously approved.**

**F. USE OF WINDMILL PARK FIELD FOR FOOTBALL:**

A team reportedly consisting of Continental Ranch youth is using the football field without the Association prerequisite of authorization. The Marana Tigers team does carry insurance, and a roster of the team has been requested to determine 90% member residency. No further action at this time.

**G. COMMUNITY CENTER POOL TIMERS:**

Action temporarily postponed pending supplemental information to be gathered by management to address technical concerns raised by a board member. Action-in-lieu authorization suggested.

**XIV: UNFINISHED BUSINESS:**

**A. SECURITY CAMERAS:**

Proposals were narrowed down to two contractors. Installation urgently needed with assurance to residents that the Association will prosecute those caught on camera in acts of vandalism. **MOTION made/seconded (Lemieux/Pope) to accept proposal of Guard Pro, Tucson, for installation of new Megapixel cameras and relocation of existing cameras, with warranty on equipment and workmanship, at a cost not to exceed \$11,452.11 including tax. Unanimously approved.**

**B. MONUMENT LIGHTING:**

**MOTION made/seconded (DeLarge/Stimpson) to accept proposal of Sovereign Electric, Tucson, to rework existing monument lighting at fifteen locations for a cost not to exceed \$4,195.04 including tax.** Discussion: Proposal does not include cost of cages, permits, paint, damage from trenching, landscaping. **Unanimously approved.**

**XV: MANAGER'S REPORT:**

Mrs. DeMen reported an office personnel change with Ms. Paula Peck replacing Mr. Kyle Nickel as the Covenants Assistant. Files for scanning were picked up; emptied file cabinets need to be disposed of; direction requested. Work is in progress for the Volunteers' Luncheon scheduled for 29 January. Plumbing, maintenance and vandalism repairs at both pool locations were noted. Hand dryers have been installed. New fencing installation will begin soon. New pool hours are in effect. The new office computer has been installed. Sunflower Community Association notified of the acceptance of the CC&Rs. SCA chose not to accept the offer to purchase chairs at \$15.00 each. The new Reserve Study is underway. Met Life CD was rolled over. \$29,000 in assessments was collected from the Imperial Bank sale. Major tree pruning needs going to committee for recommendations. Bids being solicited for HVAC at the Community Center. Light will be installed by 1 February at the Twin Peaks monument.

Mr. Lemieux questioned the Reserve Study and possible re-evaluation of items and projects. It was noted that this year would not be a site visit.

**XVI. ADJOURNMENT:**

With no further business, **MOTION was made/seconded (DeLarge/Pope) to adjourn at 8:19 p.m. Unanimously approved.**

**Upcoming Dates:**

Volunteers' Luncheon – Saturday, 29 January 2011, 11:45 a.m. in the Community Center.

Board Study Session – Thursday, 10 February 2011, 6:30 p.m. in the Community Center.

Board of Directors' Regular Meeting – Thursday, 17 February 2011, 7:00 p.m. in the Community Center.

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**CONNIE DeLARGE, Secretary**

Attachments for file:

Sign-in Sheet

Agenda

Committee Minutes—ARC, Pool, Landscape, Activities, Covenants, Finance, Ad Hoc Twin Peaks Monument

Treasurer's Report

Saguaro Aquatics Proposals

DLC Resources proposal for drainage

JANC Excavation proposal

Uniflex Chair proposal

Guard Pro proposal for security cameras

Sovereign Electric monument lighting proposal

Community Manager's Report

Other documentation pertaining to this meeting

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

