

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – COMMUNITY CENTER
THURSDAY, 17 FEBRUARY 2011 -- 7:00 P.M.**

The Board of Directors of the Continental Ranch Community Association met on Thursday, 17 February 2011 at the Community Center. Directors present: Mr. John Lambert, President; Ms. Peggy Bracken, 1st Vice-President; Ms. Marilyn Stimpson, 2nd Vice-President; Ms. Connie DeLarge, Secretary; Mr. Larry Lemieux, Treasurer; Mrs. Gladys Pope, Director. Also present: Mr. Josh Seng, Assistant Manager; Mr. Clint Goodman, Association Attorney; Ms. Mabelle Gummere, Director, HOA Management Solutions; and eight 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:

One change noted for the agenda: Remove Consent Agenda item under Miscellaneous regarding installation of a flag pole; move to Item XIII. Old Business, B. **MOTION made/seconded (Pope/Stimpson) to approve the agenda as amended. Unanimously approved.**

IV. INVITED GUESTS:

Mr. Clint Goodman, Association Attorney, for discussions in Executive Session following the regular meeting.

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

VI. PRESIDENT'S MESSAGE:

Mr. Lambert introduced Mr. Rob Palfreyman as a proposed Director-appointee to the recently-vacated Directors' seat of Mr. Terry Paschen. **MOTION made/seconded (Lambert/Pope) to appoint Mr. Rob Palfreyman as a Director to the Continental Ranch Community Association's Board of Directors for the remainder of the vacated term. Unanimously approved.** Mr. Palfreyman assumed his position with the Board.

VII. APPROVAL OF MINUTES:

MOTION made/seconded (Bracken/Lemieux) to accept minutes of the January 2011 meeting as presented. Unanimously approved.

VIII. APPEALS, REQUESTS, WAIVERS INITIATED FROM HOMEOWNERS: None.

IX. CONSENT AGENDA:

(Amended by removal of Flag Pole item, moved to Old Business for discussion.)

A. ACKNOWLEDGE RECEIPT OF COMMITTEE MINUTES:

ARC—6 and 20 January 2011, 3 February 2011; Ad Hoc Twin Peaks Monument—1 February 2011; Landscape—1 February 2011; Activities (no quorum); Pool—7 February 2011; Covenants—8 February 2011; Finance—9 February 2011.

B. COMMITTEE APPOINTMENTS/RESIGNATIONS: None.

C. BOARD ACTIONS:

1. Landscape Committee: Acceptance of proposals from DLC for Monument entryway refurbishments at a total cost not to exceed \$63,055.00.
2. Landscape Committee: Acceptance of proposal from DLC for Twin Peaks roadside landscape plantings at a total cost not to exceed \$29,000.00.
3. Landscape Committee: Acceptance of tree pruning proposal by Brijer Resources at a cost not to exceed \$14,500.00. (25% of contract to be completed at a time, with approval granted by Management upon inspection and confirmation that work is performed at a satisfactory level prior to continuing to the next 25%.)
4. Landscape Committee: Acceptance of proposals from DLC to re-level turf of both fields, eliminate dirt path by adding turf, and installing concrete border at a combined cost not to exceed \$15,280.00.
5. Landscape Committee: Acceptance of proposal from Canyon Rent-a-Fence at cost not to exceed \$2,400.00, to be shared between Landscape Committee and BOD Basin Maintenance Project.
6. Landscape Committee: To approve removal of 27 Acacia trees in front of entrances along Silverbell from Brijer Resources to include stump grinding, at a cost not to exceed \$1,000.00.
7. Ad Hoc Committee for Twin Peaks: Project completed; dissolve committee.
8. Manager's Request: Joint Board and Finance Committee meeting for Reserve Study on Wednesday, 23 February 2011 at the Windmill Park Conference Room.
9. Manager's Request: Accept the 2009-2010 Audit as presented.
10. Manager's Request: Purchase one additional camera from Guard Pro to aim at the Windmill Park ball shed at a cost of \$1,222.00. (Additional wiring to east end of building caused price difference.)
11. Manager's Request: Finalize ADOT/Twin Peaks landscape repair with Town of Marana.

MOTION made/seconded (Pope/Stimpson) to approve the Consent Agenda as amended. Unanimously approved.

X. AD HOC TWIN PEAKS MONUMENT:

A. LANDSCAPE PROPOSAL:

MOTION made/seconded (DeLarge/Stimpson) to approve the landscape proposal from DLC Resources at a cost not to exceed \$18,687.00, as reviewed by the committee. Unanimously approved.

B. AD HOC COMMITTEE BUDGET:

MOTION made/seconded (Bracken/DeLarge) to relinquish remainder of the Ad Hoc Committee's budget dollars to the Landscape Committee to complete the Twin Peaks Road rock, after the sign and landscape packages are paid. Unanimously approved.

XI. TREASURER'S REPORT:

January financial reports have not yet been approved by the Finance Committee; therefore, no Treasurer's report was available. Lengthy discussion led by Mr. Lambert and Mr. Lemieux indicated the need for a regular monthly financial report, bringing any recommended changes in procedure to the Board for prior approval, delinquent accounts and monthly payment options available, etc.

XII. NEW BUSINESS:

A. DEED OF LAND REQUEST:

A resident has requested the Association deed a small piece of common area property adjacent to his property at 7747 N. Cortaro Road. No financial arrangement had been offered. A letter explaining the CC&Rs requirements and the need for a 2/3 vote by the Association's home owners has been sent by Management to the requestor.

MOTION made/seconded (DeLarge/Stimpson) to deed over common area property. Motion unanimously disapproved.

MOTION made/seconded (Palfreyman/Bracken) to reject the proposal of homeowner at 7747 N. Cortaro Road to deed the specific common area property adjacent to his property. Unanimously approved. No further action required at this time.

B. DLC RESOURCES MAINTENANCE CONTRACT EXTENSION:

Current contract with DLC Resources expires mid-April 2011. In order to develop a contract to coincide with CRCA's fiscal year arrangement and budgetary preparation, a proposal for a six-month interim contract between April and the end of October is being considered. Lengthy discussions included monthly fees, a six-week work cycle, standards of care, a new written contract, etc. **MOTION made/seconded (DeLarge/Palfreyman) to approve the proposed maintenance contract extension. Unanimously approved.**

C. WINDMILL FIELD WATER FOUNTAIN PLATFORM:

An abandoned fountain platform at Windmill Field needs to be refurbished or removed. There was lengthy discussion regarding current need, anticipated usage, cost factor,

vandalism, etc. **MOTION made/seconded (Lambert/Palfreyman) to remove the abandoned concrete platform.** Unanimously approved.

XIII. UNFINISHED BUSINESS:

A. REFLECTIVE DELINEATORS AT WEATHER HILL CUL DE SAC:

Included in previous discussions regarding increased activity along Twin Peaks, was possible destruction of landscaping by vehicular/bicycle traffic at the Weather Hill Drive cul de sac, which backs up to Twin Peaks Road. Options of rock, fencing, signage, installation of delineators by the Town of Marana etc. by the Board and Landscape Committee have not led to a satisfactory decision. A "wait and watch" approach was deemed appropriate, with landscape plantings to be considered first; then delineators if necessary. A "no outlet" sign could be repositioned to caution vehicular traffic.

B. FLAG POLE AT COMMUNITY CENTER:

The Senior Citizens/Retirees of Continental Ranch have presented a preliminary proposal for installation of a lighted flagpole at the Community Center. The proposal is for a community-wide project sponsored by SCRCR, through purchase of individually-inscribed paving bricks, with no anticipated cost to the HOA. A completed cost proposal and detailed information is requested for discussion at the March Board of Directors' study session and meeting.

XIV. MANAGER'S REPORT:

Mr. Seng read the Community Manager's report, which discussed preparation of the monthly newsletters, coordination with Goodman Law Office, the CPA, and Association Reserves. The volunteer luncheon in January was successful. The Tiger football team was denied use of the football field due to low percentage of participation from within Continental Ranch. The pool is locked down at 6:00 p.m. per direction of the Board; fence project is in production; timers and security cameras are being installed. Windmill Park backwash is now being routed around the office to the parking lot. Basin construction will begin soon. Community Center pool overflowed due to frozen/thawed fill valve. Landscape repairs on Twin Peaks are being coordinated with the Town of Marana and ADOT; monument lighting is done; adjustments in progress. New chairs were delivered to the Community Center.

Maintenance emergency items were addressed. Files are being scanned and the conversion tasking should be completed in February. The audit is completed; Reserve Study is underway. Vandalism continues with monument lighting and a break-in of the baseball shed. An insurance payment was received to cover landscape damages as a result of the auto accident on Twin Peaks in December. Bids are being solicited for HVAC at the Community Center. The Board of Directors and Landscape Committee have been invited to a luncheon hosted by DLC on Tuesday, 22 February, 11:00 a.m. at the Community Center.

It was noted that vandalism information received has been turned over to the Police Department for investigation. A repositioning of school bus stops was discussed, which

might eliminate some of the landscape damage being caused at corner locations. Mr. Lambert agreed to attend a future School Board meeting to discuss a possible bus stop re-designation.

XV. ADJOURNMENT:

With no further business, **MOTION was made/seconded (Pope/DeLarge) to adjourn at 8:03 p.m. Unanimously approved.**

Upcoming Dates:

DLC Luncheon with Board of Directors and Landscape Committee – Tuesday, 22 February 2011, 11:00 a.m. in the Community Center.

Board of Directors'/Finance Committee Reserve Study Meeting – Wednesday, 23 February 2011, 7:00 p.m. in the Windmill Park Conference Room.

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

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

CONNIE DeLARGE, Secretary

Attachments for file:

Sign-in Sheet

Agenda

Committee Minutes—ARC, Pool, Landscape, Covenants, Finance, Ad Hoc T.P. Monument

Landscape Proposal, Twin Peaks Monument

Common Area Deed Proposal/Correspondence

DLC Resources Maintenance Contract Recommendations

Community Manager's Report

Other documentation pertaining to this meeting

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