

Continental Ranch Community Association

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Landscape Committee Meeting – March 1, 2011

Minutes

- I. **Call to Order 7:00 P.M. at the Windmill Park Office**
- II. **Roll Call** – Committee members Joe Callahan, Nancy Lambert, and Rob Palfreyman were present. Marilyn Stimpson attended as Board liaison. Management representative Josh Seng and invited guest Don Mady, Armando Soto, and John Holbert of DLC Resources were also in attendance. Invited guest Terry Garner was present. Additional guests in attendance were residents John Lambert and Mimi Moriarty.
- III. **Committee member resignation** – Mr. Seng reported the official resignation of committee member Frank Postillion.
- IV. **Elect Committee Officers – Motion** to recommend to the Board to appoint Joe Callahan as Chairperson of the CRCA Landscape Committee (N. Lambert/Palfreyman). Unanimously approved. **Motion** to recommend to the Board to appoint Nancy Lambert as Vice-Chairperson of the CRCA Landscape Committee (Palfreyman/Callahan). Unanimously approved.
- V. **March 1, 2011 Meeting Agenda** amended to add item XI-E. Approved as amended by motion (N. Lambert/Callahan). Unanimously approved.
- VI. **February 1, 2011 Meeting Minutes** approved by motion (N. Lambert/Callahan). Unanimously approved.
- VII. **Guests:**
 - A. **Terry Garner** – Formally expressed concerns about the ground surface conditions of the WAPA easement. He presented a “Community Mutual Interest” notice; *attached to these meeting minutes.*
 - B. **DLC Resources** – Presented monthly activity report
- VIII. **Board Actions for February 17, 2011**
 - A. **Consent agenda approved by motion including the following pertaining to the Landscape Committee:**
 1. Acceptance of proposals from DLC for Monument entryway refurbishments at a total cost not to exceed \$63,055.00.
 2. Acceptance of proposal from DLC for Twin Peaks roadside landscape plantings at a total cost not to exceed \$29,000.00.
 3. 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. 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. 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. 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.
 - B. **DLC RESOURCES MAINTENANCE CONTRACT EXTENSION Approved by Motion**
 - C. **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.
- IX. **Management Report**

- A. **February Maintenance Review** – Mr. Seng reported that his 2/24/11 full property inspection yielded only one minor item; overall condition of CRCA landscape maintenance is excellent.
- B. **Tree at Tot Lot 28** – Mr. Seng reported that he was alerted by DLC Resources that a small tree was broken, likely due to storm damage. **Committee consent** to remove/replace the broken tree with an evergreen variety.
- C. **Budget review / YTD** – Mr. Seng provided a worksheet with budget figures and YTD approved expenses. The Committee reviewed and discussed.

X. **Unfinished Business**

- A. Tot Lot Irrigation Controllers – Postponed
- B. CRCA Landscape Planting Fertilization Program – Postponed
- C. Parcel 51 Common Area (undeveloped) – **Motion** to recommend to the Board to accept proposal from DLC Resources for installation of various cactus in the common area in parcel 51 at a cost NTE \$390.00 (Callahan/Palfreyman). Discussion, cacti would be hand watered for first year to get them established. Unanimously approved.

XI. **New Business**

- A. Windmill Park Parking Lot Island Granite – Postponed
- B. Windmill Park Basin Area Plantings & Granite – Postponed
- C. Twin Peaks Roadside Granite – Postponed
- D. **Concrete Turf Edging at Main Monument** – **Motion** to recommend to the Board to accept proposal from DLC Resources for installation of concrete edging to the turf at the Coachline/Silverbell Monument at a cost NTE \$1,260.00 (N. Lambert/Palfreyman). Unanimously approved.
- E. **Oak Tree Irrigation** – **Motion** to recommend to the Board to accept proposal from DLC Resources for installing irrigation to Oak Trees along Coachline, in front of parking lot for 9190 N. Coachline, at a cost estimated to be \$2,021.00 (Callahan/N. Lambert). Mr. Seng reported that he is in communication with the owner of 9190 N. Coachline regarding the asphalt cut involved in this project, and that the owner is agreeable. Unanimously approved. **Motion** to recommend to the Board to accept the proposal from DLC Resources to rehabilitate the irrigation systems to all Oak Trees within and maintained by CRCA, at a cost NTE \$4,257.00 (N. Lambert/Callahan). Unanimously approved.

XII. **Next meeting date April 5, 2011 at 7:00 P.M. at the Windmill Park Office.**

XIII. **Meeting adjourned at 8:30 P.M.**

Respectfully Submitted,

**Josh Seng
HOA Management Solutions**