

# *Continental Ranch Community Association*

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

## **Covenants Committee Meeting – August 9, 2011**

### **Meeting Minutes**

- I. **Call to Order:** 6:00 p.m. at the **Windmill** office.
- II. **Roll Call:** Committee members Gary Boliver, Bob Volbrecht, Arlene Sieckowski, and Leslie Hammond were present. Board Liaison Connie DeLarge, Management representatives Dale De Men and Paula Peck were also present. Bill Cicala was excused.
- III. **Approval of the August 9, 2011 Agenda approved by Motion** (Hammond/Volbrecht) and passed unanimously.
- IV. **Approval of the July 12, 2011 Minutes approved by Motion** (Volbrecht/Siekowski) and passed unanimously.
- V. **Guests:** BOD- John Lambert, Peggy Bracken, Larry Lemieux, Gladys Pope, and Rob Palfreyman were present. Continental Ranch Residents- Woody Smith, Sandy Padilla and Janet Kline were also present. The committee welcomed and thanked them for their attendance. After being introduced a discussion followed regarding the Rules and Regulations of trailers, campers, and on street parking.
- VI. **Board Actions for July 21, 2011 BOD meeting:**
  - The broken wall, account #18530, is still in need of repair. Ms. De Men indicated the homeowner is not responding to messages being left. If repairs have not been completed by 1 August 2011, the committee recommends authorizing the repairs with fees assessed to the homeowners' account, pending legalities involved, including trespassing. Mr. Goodman was consulted, and he will discuss issues such as proper advanced notification with the Board during executive session. **MOTION made/seconded (Lambert/ Bracken) to proceed with repairs to the wall, Account #18530, if not completed by 1 August 2011, pending any legal issues. Unanimously approved.**
- VII. **Management Report:**
  - A. Show of VMS reports- between 07/12/2011 and 08/09/2011 there was 20 first letters sent, and 17 certified second letters sent.
  - B. Total calls made to homeowners- 22 calls were made since last meeting
  - C. Yellow tag notices- 67 trash can were tagged.
  - D. Trash cans observed- 72 trash cans have been observed in non-compliant locations.

**VIII. Unfinished Business:**

- A. Continued discussion on Covenants Policies and Procedures included: Committee Charter, How written complaints are handled and the legalities the Association has to abide by, Reviewed Arizona Revised Statutes on what information needs to be provided to a Homeowner in written notices. A sample copy of our courtesy first notice and second notice was provided in packet.
- B. Account #18530 (broken wall) Letter was sent to Homeowners on August 2, 2011, informing them that the Association will be entering the property the week of August 30, 2011 to repair the wall. Copy of letter included with packet for Committee to review. **Refer to VI. Board Actions.**
- C. Account 23030- (weeds) new owners were to remove weeds by August 9, 2011. The weeds have not been removed; Management will start the letter process.

**IX. New Business:**

- A. 2<sup>nd</sup> letter requests to appear before the Committee:
  - 1. Account #17751 (weeds) **MOTION** (Siekowski /Volbrecht) to recommend lot clean up and apply pre-emergent was discussed and passed unanimously.
  - 2. Account #19402 (weeds) **MOTION** (Siekowski /Volbrecht) to recommend lot clean up and apply pre-emergent was discussed and passed unanimously.
- B. Recommendation for Lot Clean up: Account #17751 and Account #19402

**X. Next meeting date:** September 13, 2011 at 6:00 p.m. at the **Windmill** office.

**XI. Adjourned - By Motion at 7:10 p.m.** (Volbrecht/Hammond) Motion passed unanimously.