

**CONTINENTAL RANCH COMMUNITY ASSOCIATION  
ANNUAL MEETING – TWIN PEAKS ELEMENTARY SCHOOL  
WEDNESDAY, 19 OCTOBER 2011 – 7:00 P.M.**

The annual meeting of the Continental Ranch Community Association convened on Wednesday, 19 October 2011 in the Twin Peaks Elementary School auditorium at 7:00 p.m. Directors present: Mr. John Lambert, President; Ms. Peggy Bracken, 1<sup>st</sup> Vice President, Mrs. Marilyn Stimpson, 2<sup>nd</sup> Vice President; Ms. Connie DeLarge, Secretary; Mrs. Gladys Pope, Director; and Mr. Rob Palfreyman, Director. Excused absence: Mr. Larry Lemieux, Treasurer. Also present: the management staff from HOA Management Solutions—Ms. Mabelle Gummere, Director; Mrs. Dale DeMen, Community Manager; Mr. Josh Seng, Assistant Manager; Ms. Paula Peck, Homeowner Covenants Liaison. In attendance: Ms. Roxanne Ziegler, Town Council, and approximately 24 residents.

**I. CALL TO ORDER:**

Mr. John Lambert, President, called the 2011 Annual Meeting to order at 7:02 p.m. in the Twin Peaks Elementary School auditorium.

**II. ROLL CALL/QUORUM:**

Six members of the Board of Directors were in attendance. A minimum of four members is required to conduct business.

According to the CRCA bylaws, a required quorum count of 10% of the membership for elections was met—3,445 CRCA members, 967 Sunflower Community Association members, 35 commercial properties representing 866 votes, for a total of 5,278, minus 232 residents with delinquent assessments not entitled to vote, for an authorized vote count of 5,046—(505=10%).

**III. PROOF OF NOTICE OF MEETING:**

Mr. Lambert indicated that ballot package information had been mailed by HOA Management to all CRCA members, Sunflower Community Association members and commercial properties in September 2011, verified by postal cancellation date, and within the timeframe as required in the bylaws of the Association.

**IV. READING OF 2010 ANNUAL MEETING MINUTES:**

**MOTION made/seconded (Bracken/Pope) to dispense with reading the 2010 minutes and approve the minutes as presented. Unanimously approved.**

**V. BOARD OF DIRECTORS' REPORTS:**

Mr. Lambert thanked the Board of Directors, the management staff noting commendable assistance from Mr. Josh Seng, the many volunteers who completed a myriad of support roles throughout the year, and for the residents in attendance. He reviewed a few of the year's highlights, including the opening of the Twin Peaks interchange and the construction of the monument, numerous landscaping projects, pool decking, rerouting of the backwash, new turf in the park, parking lot improvements, new chairs for the

Community Center, the recently-completed flagpole installation awaiting the arrival of a flag requested through Congresswoman Giffords' Tucson office, Windmill Park office remodeling still in on-going stage, etc. all done within current budgetary guidelines with no increase in resident assessments anticipated for the next year. He commented on the high standards consistently strived for within the community and the continuing need to retain the quality of care with the help of all Continental Ranch residents.

Ms. Bracken commented on the conscientious efforts made by fellow Board members who carefully watched budgetary guidelines, and added her thanks to the management staff and volunteers in all areas. She noted that the office records' project had been completed, and the Easter Egg Hunt was a huge success. More volunteers are needed in many areas.

Mrs. Stimpson also indicated that the Board worked hard to satisfy all projects and inquiries, and each member did his or her best with the good of the overall community uppermost in decisions. She thanked the volunteers for their support.

Ms. DeLarge noted that it had been an honor to serve on the Board of Directors and as the liaison to the Covenants Committee. She commented on the dedicated effort to comply with the CC&Rs in all areas and reiterated the need for volunteer support.

Mr. Palfreyman indicated that it was a good year for the Board with many accomplishments. As liaison to the Landscape Committee, he noted that this committee strived to recommend what they thought best for the overall integrity of the community.

Mrs. Pope served as liaison to the Activities Committee and noted with regret the cancellation of the Halloween event due to lack of volunteer support. She indicated her hope to continue serving on the Board of Directors and with the size of this community, wants to encourage more volunteer interest in activities to benefit the residents.

## **VI. COMMITTEE REPORTS:**

### **A. COVENANTS:**

Chairman, Mr. Gary Boliver indicated working with a five-member team, meeting once a month, to review violations and work along with management to make recommendations for Board consideration. He explained the new more friendly approach of yellow tagging trash cans seen out at curbside for a long period of time, and follow-up action by the management liaison in telephoning a resident with a friendly reminder, prior to the more formal letter system in use for many years.

### **B. ARCHITECTURAL REVIEW:**

Mr. Dave Lawrence noted that changes to properties need to be approved prior to the resident taking action, and that the updated Design Guidelines offered a more user-friendly approach in several areas. He acknowledged the work accomplished throughout the year and the dedication of the ARC members. Volunteers are always needed to assist with this committee.

### **C. FINANCE:**

Mrs. Carol Altmann, Chairperson, noted that the six-member committee had worked together for over a year, also meeting once a month for about an hour. She indicated they had reformatted several reports to better evaluate the overall financial position and provide the kind of information needed by the Board. The committee feels it has been successful in maintaining a very good financial position for the community and making sound recommendations by working diligently with both the Board of Directors and the management team.

### **D. POOL:**

Mr. Chuck Valarde noted several improvements in pool operation, with installation of upgraded security system/cameras, pool decking, etc. all done within budgetary guidelines. He commented that the wall surrounding the Community Center pool is ready for refurbishing now that a drainage problem had been repaired. Vandalism is an on-going factor, and he indicated the need for all residents to be diligent in helping to keep the pool areas safe and within boundaries of the posted rules. Currently, both pools are open; however, the Community Center pool is scheduled for winter closure very soon. Windmill Park pool will remain open/heated throughout the year.

### **E. LANDSCAPE:**

Speaking in behalf of the committee, Mr. Josh Seng, as the management liaison to the Landscape Committee, noted the extensive work done along the Twin Peaks corridor with trees, flowering shrubs, cacti, etc. making this entryway into Continental Ranch most attractive. At Windmill Park, concrete edges have been added along with new turf. The monument area at Silverbell/Coachline has been upgraded; flower beds have been restored throughout the community with Reserve Study funding for several areas. Areas needing granite installation and upgrades are continually being identified as on-going projects.

**VII. UNFINISHED BUSINESS:** None.

### **VIII. NEW BUSINESS:**

#### **ELECTION OF BOARD OF DIRECTORS FOR 2011-2012:**

Election Committee Chairperson, Ms. Joyce Grosso, acknowledged the appointed committee—Mrs. Connie Gaddie, Mrs. Betty Bolin, Ms. Alice King, Mrs. JoAnn Ross, and tellers—Mr. Jorge Anda, Mrs. Linda DiPalma, Ms. Barbara Herron, Mr. Walter Ross, Mr. Woody Smith, Mr. Bob Vantrepotte, Mrs. Edna Coburn. She reiterated that the 10% quorum requirement according to the bylaws of the Association was 505. Total of ballots received was 465 representing 744 votes. Eight ballots were disqualified. Final outcome: Nominees, Ms. Peggy Bracken received 630 votes, Mr. Rob Palfreyman received 626 votes, Ms. Gladys Pope received 457 votes, Mrs. Marilyn Stimpson received 613 votes. All were duly elected to the Continental Ranch Community Association Board of Directors for a two-year term beginning 20 October 2011. A detailed report of the Election Committee was prepared for permanent file.

**IX. HOMEOWNER FORUM:**

One resident spoke, and indicated he had incorrectly assumed how the Board made decisions in past years, and had been enlightened through regular attendance at monthly Board of Directors' meetings that each director shares views, opinions, facts, etc. always mindful of the restrictions outlined in bylaws and CC&Rs. Directors individually support those discussion contributions prior to final voting processes. He noted that each year things get better, and strongly encourages residents to attend Board meetings.

Resident and member of the Town of Marana Town Council, Ms. Roxanne Ziegler commented that the community looks good. She reiterated that the Town Council shared similar experiences with volunteers and a small number of residents attending Town meetings unless a problem exists in some area. She noted that the Town had made job cut-backs and other changes to downsize expenditures. Ms. Ziegler reminded of upcoming events—Founders' Day activities, with vendors and dinner scheduled for 27-30 October. On Saturday, 22 October a community-wide clean up day is scheduled with a barbeque afterwards for volunteer workers. This activity is meant to lend a helping hand to residents who need tasks completed in order to maintain a better life-style and/or in keeping with the overall integrity of the community.

Mr. Lambert noted that the CRCA Board of Directors works closely with Town of Marana personnel in several vital areas and has maintained a good working relationship. He noted to Ms. Ziegler that the council needed to consider a refurbishing of gravel along the Silverbell corridor. He thanked Ms. Ziegler for attending and sharing on-going activities of the town.

**X. ADJOURNMENT:**

With no further business to be discussed, **MOTION was made (Pope/DeLarge) to adjourn at 7:45 p.m. Unanimously approved.**

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**CONNIE DeLARGE, Secretary**

Attachments for file:  
Sign-In Sheets  
Agenda  
Ballot Mailing Package  
Treasurer's Report (Not presented at meeting)  
Election Committee report  
Other documentation pertaining to this meeting

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