

Continental Ranch Community Association  
Board of Directors Meeting Agenda  
At the Community Center  
February 16, 2012 at 6:30 pm

- I. Call to Order**
- II. Roll Call**
- |                                      |                         |
|--------------------------------------|-------------------------|
| <b>President</b>                     | <b>John Lambert</b>     |
| <b>1<sup>st</sup> Vice-President</b> | <b>Peggy Bracken</b>    |
| <b>2<sup>nd</sup> Vice-President</b> | <b>Connie DeLarge</b>   |
| <b>Secretary</b>                     | <b>Marilyn Stimpson</b> |
| <b>Treasurer</b>                     | <b>Larry Lemieux</b>    |
| <b>Director at Large</b>             | <b>Gladys Pope</b>      |
| <b>Director at Large</b>             | <b>Roxanne Ziegler</b>  |
- III. Guests: none**
- IV. Adopt the Agenda:**
- V. Approval of Minutes:** **Section A page 6-15**  
**January 19, 2011 Board Meeting**
- VI. Homeowner Forum:**
- VII. Letters to the BOD:** **Section B page 16-19**  
a. Scouts request to be given a key to CCtr.  
b. Request to remove trees.
- VIII. Letters from the BOD request to appear:** **Section C page 20**  
a. Pool Jumper  
b. Account 20476 Trailer Variance Request for home in parcel 50  
See information under Covenants Section D
- IX. Consent Agenda:** **Section D page 21-36**
- Acknowledge Meeting Minutes:
    - January 11, 2012 Finance meeting
    - January 19, 2012 ARC meeting
    - February 1, 2012 Activities
    - February 1, 2012 Covenants
    - February 2, 2012 ARC
    - February 6, 2012 Pool
    - February 7, 2012 Landscape
    - February 8, 2012 Finance

**X. Activities Committee**

**Section E** page 37

- a. Elect Activities Committee chairperson - **MOTION** (Ross/Dipalma) to elect SandyPadilla. Motion passed unanimously. **MOTION** (Padilla/Dipalma) to elect JoAnn Ross as secretary. Motion passed unanimously
- b. Book & Media exchange **MOTION** (Ross/Singervalt) to submit to the Board a project checklist for a book exchange event in May 5, 2012. Motion passed unanimously.
- c. The committee, by consent, recommends to the Board to change the meeting date to the 1<sup>st</sup> Monday of each month from 12:30pm-2pm at the Community Center.

**XI. Pool Committee:**

**Section F** page 38-40

- a. Recommend to the Board to accept the proposal from Oasis Pool to replace two heaters at Windmill Pool at a cost NTE \$7,312.38 Code: 99603
- b. Remove three dying acacia salicina trees and replace with two Swan Hill Olive trees at a cost NTE \$885.00 Code: 85000

**XII. Landscape Committee:**

**Section G** page 41-45

- a. Recommend to the Board to approve the cost of \$1,880.00 for the flower replacements due to Javelina damage. Code: 83005
- b. Recommend to the Board to accept the proposal from DLC Resources to install forty 5-gallon oleanders behind the Community Center pool area at a cost not to exceed \$1,255. Code: 83005
- c. Recommend to the Board to accept the proposal from DLC Resources to install eight 5-gallon oleanders, ten 5-gallon white lantana shrubs, 10 5-gallon purple lantana shrubs, nine 5-gallon confetti lantana shrubs, twenty-two 5-gallon little john shrubs, and fourteen 1-gallon penstemon plants at the tot-lot located on Phobos Dr. for a cost NTE \$1,560. Code: 83005
- d. Recommend to the Board to accept the proposal from DLC Resources to install eight 15-gallon oleander trees, eight 5-gallon little john shrubs, ten 5-gallon valentines emu shrubs, and eight 5-gallon blue emu shrubs, at the tot-lot located at Mountain Sky Dr. & Veridian Dr. for a cost NTE \$2,167. Code: 83005
- e. Recommend to the Board to authorize use of the remaining \$9,800 budget for granite replenishment [eastern roadside of Coachline Blvd., extending along parcels 40, 42, & 43; coverage to begin at the south end of the above said location and extend as far north as the amount purchased will allow]. Code: 97012

**XIII. Covenants Committee:**

See packet for details.

- a. Account 20476 trailer variance (See VIII.B.)  
Action on trailer in driveway has been moved to next BOD meeting on 02/16/2012.
- b. Account 18576 street parking  
recommend to the BOD that Management call owner and see if vehicle can be stored in the garage, and also to inform homeowner that Town of Marana could site them for parking the vehicle on the street in the wrong direction. This matter is to be carried over to unfinished business in the March 7, 2012 Covenants meeting.
- c. Account 21140 shed not ARC approved  
recommend to the BOD that Management send one more letter to homeowner informing them that an ARC application needs to be submitted for the construction of the shed. Failure to do so may result in a fine and possible request to remove the shed. This matter is to be carried over to unfinished business in the March 7, 2012 Covenants meeting.
- d. Account 19786 trash can  
recommend to the BOD that a fine of \$25 be placed on account and loss of pool privileges.
- e. Account 22541 trailer  
recommend to the BOD that a fine of \$25 be placed on account, and loss of pool privileges.
- f. Account 20121 street parking  
recommend to the BOD that Management hold off on the letter process for 1 month, and observe the property for street parking. This matter is to be carried over to unfinished business in the March 7, 2012 Covenants meeting.

**XIV. Finance Committee:**

The **January Finance** Reports were sent to the BOD & the Finance Committee.  
The Balance Sheet Report for January 31, 2012:

Operating Cash	\$ 408,326.08
Total Cash Reserve	913,228.77
Restricted Sunflower Mitigation Fund	13,672.90
Accounts Receivable	743,209.95
Other Assets	187,255.96
Prepaid Insurance	679.00
Prepaid Income Tax	6,614.00
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January 31, 2012 Total Assets	\$2,272,986.66

- a. Request to approve the January 2012 Finance Reports as recommended by the Finance Committee. Yes/no

- b. Recommend to the BOD acceptance of the 2010-2011 Audit as presented & discussed. Yes/no
- c. Recommend to the Board to close Canyon Community Bank Operating account and move funds to ICS with Mutual of Omaha Bank. Yes/no
- d. Recommend to the Board beginning in February move monthly reserve contribution to Alliance Bank money market account. Yes/no
- e. Recommend to the Board to reimburse operating fund for reserve expenses from Alliance Bank. Yes/no
- f. Recommend to BOD to report to community (via the Board Agenda) account receivables for collection with attorney and account receivables collected by the attorney that month. Yes/no

**XV. Election Committee:**

**Section I** page 63-78

- a. Packet attached for adoption by the committee was turned into the office. No open meeting was posted nor does management know when meeting was held or what minutes exist from the meeting.

**XVI. Requests to Purchase:**

**Section J** page 79-89

- a. Safe for back up HD storage for CRCA server. Code: 81023
- b. Windmill Park Basin needs a leach hole due to lack of fall from drain. JANC bid. Code: 81015
- c. Insurance Expires 3/5/12: Manager recommends holding a separate meeting of the Board before March 2nd for insurance presentation and quotes by three carrier representatives. Manager will provide insurance study packets prior to said meeting. Reasoning: Insurance coverage is very important to the well-being of the community. It is a specialized product and you deserve to hear and question the experts. 48 hour minimum notice will be given to the members prior to the open meeting, as required.

**XVII. New Business**

- a. Collection accounts: We have 35 accounts that have been notified by three letters (last one sent certified) which are over \$327. Management recommends sending these 35 accounts to the collection attorney, Clint Goodman for collection in accordance with Board policy. These members have made no response to our letters. Said 35 delinquent accounts total \$12,982.07. Attorney cost is \$7000. Code: 81006

**XVIII. Old Business:**

a. Parcel 17 fence: information provided at last Board meeting. What is the Board's pleasure?

**XIX. Manager Report:**

Section K page 90

**XX. Adjourn to Executive Session**

DRAFT