

Continental Ranch Community Association  
Board of Directors Meeting Agenda  
At the Community Center  
June 21, 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 scheduled
- IV. Adopt the Agenda:**
- V. Approval of Minutes:** **Section A** pages 5-14  
May 17, 2012 Board Meeting
- VI. Homeowner Forum:**
- VII. Letters to the BOD:** **Section B** pages 15-19
- a. Bober request for correction to minutes
  - b. Gundy request for Swim Lessons
  - c. Girl Scouts letter of gratitude
  - d. Saguaro Aquatics request for signage
  - e. Spiegel letter of gratitude
- VIII. Letters from the BOD to request an owner to appear:** none (Section C)
- IX. Consent Agenda:** **Section D** pages 20-37
- Acknowledge Meeting Minutes:
    - May 17, 2012 ARC
    - June 4, 2012 Pool
    - June 5, 2012 Landscape
    - June 6, 2012 Covenants

- June 6, 2012 Activities
- June 7, 2012 ARC
- June 8, 2012 Ad Hoc
- June 12, 2012 Finance

**X. Activities Committee**

**Section E** pages 38-40

- a. **Concert Series Sponsorship request by Town of Marana: MOTION** to recommend to the Board the use of \$800.00 to sponsor the Marana Concert on September 8<sup>th</sup> 2012. (Joan/Linda) Motion passed unanimously.
- b. **Reminder to Community:** DLC Talk on Landscape Date is rescheduled for August 11<sup>th</sup>.
- c. **Mother-daughter Tea Party:** New date will be September 15<sup>th</sup>. **MOTION** to send the Mother Daughter Tea project checklist to the Board. (Linda/Catalina) Motion passed unanimously.

**XI. Pool Committee:**

**(Section F)**

- a. **Shade Canopy at Kiddie Pool – Motion** to recommend to the Board that if installation of a new structure would cause the pool to be closed for it to be during weekdays only (not closed during any weekend days) and if it were to require closure of more than three weekdays that the project be postponed until after the summer season (Eyssautier/Gaddie). Unanimously approved.

**XII. Landscape Committee:**

**(Section G)**

- a. **Windmill Basin Slope Stabilization – Motion** to forward to the Board to review as a non-landscape item (N. Lambert/Palfreyman). Unanimously approved.

**XIII. Covenants Committee:**

**Section H** pages 41-48

- a. **MOTION** (Bracken/Vollbrecht) to recommend to the BOD that accounts:
  - ~~i. #20542 (weeds) violation correction verified 6/13~~
  - ~~ii. #20301 (weeds) violation correction verified 6/13~~
  - iii. #20473 (weeds)
  - iv. #21661 (weeds)
  - v. #17800 (tree encroachment & weeds),
  - vi. #19194 (weeds)
  - vii. #18663 (weeds)
  - viii. #18880 (weeds)

all receive a \$25 fine and loss of pool privileges for 30 days. Also Management is to send a letter informing homeowners if the violations are not corrected in 14 days a lot cleanup will be scheduled and the cost will be assessed to the account. Motion was discussed and passed unanimously.

- b. Account #18588 (weeds) and #18705 (weeds) **MOTION** (Bracken/Vollbrecht) to recommend to the BOD that the property receive a lot cleanup and pre-emergent application, costs to be assessed to the account. Motion was discussed and passed unanimously.

**XIV. Finance Committee:**

**(Section I)**

The May, 2012 Finance Reports were sent to the BOD & the Finance Committee. The recommendations by the committee are:

- a. Request to approve the May, 2012 Finance Reports which have been approved by the Finance Committee.**

Balance Sheet Report for May 31, 2012:

Operating Cash	643,424.48
Total Cash Reserve	940,156.95
Restricted Sunflower Mitigation Fund	13,677.61
Accounts Receivable	157,680.12
Other Assets	181,239.96
Pre-Paid Income Tax	6,569.00
<hr/>	
May 31, 2012 Total Assets	\$1,942,748.12

- b. Cleanliness of rental rooms after use: Motion** (Bruce / Padilla - AIF) Recommend to the board to ask the management company to verify cleanliness of rooms after rental before the deposit is returned.
- c. Janitorial contract:** Latest contract on file may be outdated. **Motion** (Baer / Padilla – AIF) Recommend to the board to review the janitorial contract.
- d. Finance Committee Meeting date and time: Motion** (Padilla / Bruce – AIF) Move regular meeting time to the 2<sup>nd</sup> Wednesday of every month. Next meeting will be Wednesday July 11<sup>th</sup>.

**XV. Elections:**

**Section J** pages 49-57

- a. Ballot Process:** Proposals for CPA firms for hire to tally and record votes at annual election.

**XVI. Requests for Purchase:**

**Section K** pages 58-59

- a. Windmill Spa Filter:** Filter tank was found to be cracked and leaking. Proposal from Oasis Pool Service for replacement \$1,185.29 including tax.

**XVII. New Business**

**Section L**

- a. Ad Hoc Committee Parcel 17 Wall Painting Recommendation:** In a recent meeting of this ad hoc committee, color selection “Carved Wood, color code DE 6125” is being recommended by motion (DeLarge/Vollbrecht). No additional meetings are required of this committee.

**Section L-1** page 60

- b. Windmill Basin Slope Stabilization –** Proposal to stabilize side slopes of southern basin to reduce erosion and maintain drainage grade of basin floor \$4,290.00.

**Section L-2** page 61

- c. **Pool Key Card System Data Cleanup:** Management has performed an extensive review of the pool key card system and requests further guidance from the Board on entries with incomplete information.
- d. **Pool Key Card Replacement Fee:** Discuss whether current fees are appropriate. Replacement fee charged for lost cards: 1<sup>st</sup> time \$10, 2<sup>nd</sup> time \$25, 3<sup>rd</sup> time \$50, 4<sup>th</sup> time and above \$100.

**Section L-3** pages 62-100

- e. **Community Center Kiddie Pool Shade Structure & Mountain Sky Playground:** Proposals gathered to address the shade structure issues at the Community Center kiddie pool, and possibly relocating it to a location where contact with pool water would not be an issue.

**Section L-4** pages 101-108

- f. **Windmill Park Ramada Brick Path Continuation:** Proposals gathered for continuation of the brick path at Windmill Park for better access to the ramadas.

**Section L-5a & Section L-5b** pages 109-126

- g. **Community Center Exterior Lighting & Security Cameras:** Proposals gathered for lighting & security camera replacement at Community Center parking lot & pool.

**Section L-6** pages 127-131

- h. **Monument Sign Lighting:** Proposals gathered to improve monument sign lighting at Main CRCA Monument (Coachline Blvd & Silverbell Rd) and Coyote Crossing monument (Wade Rd & Silverbell Rd). Lighting at right side Main CRCA Monument was found destroyed on 6/11.

**XVIII. Old Business:**

**Section M** pages 132-136

- a. **Candidate Reminder:** There are **four** Director terms expiring 10/31/12, currently held by Connie DeLarge, John Lambert, Larry Lemieux, and Roxanne Ziegler. The deadline for submitting the Candidacy form is June 22nd. The deadline to petition to run is 8/15/12.

- b. **Replacement of electrical lines to the breakers for both pools:**

**From April 19 minutes:** XI. a. Recommend to the Board to accept the proposal from Cascade Electric, NTE \$3,180.00+tax for Windmill Pool and NTE \$2,785.00+tax at the Community Center Pool. Committee requested that management obtain written details about what warranty the contractor would provide on their work. Codes 84000 & 85000. *Postponed from May BOD meeting.*

**XIX. Manager Report:**

**(Section N)**

- a. Provided at meeting.

**XX. Adjourn to Executive Session**