

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – COMMUNITY CENTER
THURSDAY, 19 JULY 2012 – 6:30 P.M.**

The Board of Directors of the Continental Ranch Community Association met on Thursday, 19 July 2012 at the Community Center. Directors present: Mr. John Lambert, President, Ms. Peggy Bracken, 1st Vice-President; Ms. Connie DeLarge, 2nd Vice President; Mrs. Marilyn Stimpson, Secretary; Mr. Larry Lemieux, Treasurer; Mrs. Gladys Pope, Director; Ms. Roxanne Ziegler, Director. Also present: Mrs. Dale Gruhl, Community Manager; Mr. Josh Seng, Assistant Manager, Ms. Jocelyn Canovali, Office Assistant, and approximately 30 residents.

I. CALL TO ORDER:

Mr. John Lambert, President, called the Board of Directors' regular meeting to order at 6:30 p.m.

II. OPENING ANNOUNCEMENT:

Mr. Lambert read a prepared statement: "In an effort to create more efficient meetings for the Board and the CRCA residents, the previous meeting structure has been updated to a more formal setting. The Board will preface certain sections of the agenda by reading aloud the meeting rules and structure."

III. ROLL CALL/QUORUM:

All members of the Board of Directors were in attendance. Quorum of four required for the conduct of Association business.

IV. GUESTS: None.

V. PRESIDENT'S MESSAGE:

Mr. Lambert clarified his position and authorization within Roberts' Rules of Order, to present motions and vote as needed.

VI. AGENDA:

Mr. Lemieux requested the addition under New Business C. of a resolution clarifying Bylaws 3.8.2. Mr. Lambert requested the addition of New Business D. regarding the recording of committee minutes. He also recommended all Covenants proposals on the agenda be included in the Consent Agenda. **MOTION made/seconded (Bracken/Lemieux) to adopt the agenda as amended. Unanimously approved.**

VII. APPROVAL OF MINUTES:

MOTION made/seconded (Bracken/Pope) to approve the minutes of the 21 June 2012 Board of Directors' meeting as presented. Unanimously approved.

VIII. CALL TO THE PUBLIC:

Ms. Roxanne Ziegler read a prepared statement: "At this time any member of the public is allowed to address the Board of Directors on any issue not already on tonight's agenda. The speaker may have up to three minutes to speak, and speakers will be heard in an orderly fashion. Any persons wishing to address the Board must begin by clearly stating into the microphone their name and address or lot number. One speaker at a time, please. Pursuant to the Arizona Open Meeting Law, at the conclusion of the Call to the Public, individual members of the Board, in organized fashion, may respond to criticism made by those who have addressed the Board, may ask management staff to review the matter, or may ask that the matter be placed on a future agenda. This is not an open forum."

Mr. Elwood (Woody) Smith, Copper Moon, presented a signed petition calling for the resignation from the Board of Directors of Mr. John Lambert, President. **MOTION made/seconded (Ziegler/Pope) to accept the petition presented and forward to the Association attorney for a ruling on how to proceed. Six affirmative votes; one negative vote (Lambert).**

IX. LETTERS TO THE BOARD:

Sensei J. Koughn, Owner/Operator of Countryside Karate of Arizona, not located in Continental Ranch, requested rental of the Community Center rear room for a total of 40 Tuesday nights at a reduced rate. **MOTION made/seconded (Lemieux/Pope) to disapprove this business request. Unanimously approved.**

X. REQUESTS FOR HOMEOWNERS TO APPEAR: None.

XI. CONSENT AGENDA:

Mr. Lambert reviewed a prepared statement indicating the Consent Agenda contains "items requiring action by the Board which are generally routine items not requiring Board discussion. A single motion will approve all items on the Consent Agenda, including acceptance of any committee meeting minutes or contemplated contractor proposals. Any Board member may remove any issue from the Consent Agenda, and that issue will be discussed and voted upon separately."

Minutes of the following committee meetings were received: ARC—21 June and 5 July 2012; Pool—2 July 2012; Landscape (meeting cancelled); Activities—11 July 2012; Covenants—11 July 2012; Nominating—25 June and 9 July 2012.

Covenants Committee Recommendations: Management verified that the following account violations had been resolved since the time of committee recommendation: Accounts #17891 (weeds), #19631 (weeds), #20571 (weeds) and #18701 (miscellaneous items complaint). No further action needed. Committee recommends the following: #20030 (weeds) receive lot cleanup and pre-emergent application, with cost to be assessed to the account. Account #19178 (trash can) to receive a \$25.00 fine and loss of pool privileges for 30 days. Recommendation by the committee to the Board to approve the updated Covenants policy.

- XII. POOL COMMITTEE:**
MOTION made/seconded (Pope/Lemieux) to approve the appointment of Mr. Elwood (Woody) Smith to the Pool Committee. Five affirmative votes; two negative votes (Bracken/Stimpson).
- XIII. LANDSCAPE COMMITTEE:** (No meeting.)
- XIV. COVENANTS COMMITTEE:** (All items moved to Consent Agenda.)
- XV. FINANCE COMMITTEE:**
July 2012 Finance Reports were sent to the Board and the Finance Committee. Recommendations will be made in the August meeting of the Board of Directors. A Board study session to review the 2013 proposed budget is scheduled for 9 August 2012 at Windmill Park office complex, 6:30 p.m.
- XVI. ANNUAL MEETING:**
- A. ELECTION COMMITTEE:**
Mr. Lambert thanked the 2011 Election Committee for service to the community and dismissed them as a committee, stating that he will appoint a new Election Committee at the August Board meeting.
- B. ELECTION BALLOTS:**
MOTION made/seconded (Bracken/Stimpson) to have homeowners' signature on the election ballots in order to verify authorization to vote should the need arise. Four affirmative votes (Bracken/Stimpson/DeLarge/Lambert); three negative votes (Lemieux/Pope/Ziegler).
- XVII. NEW BUSINESS:**
- A. MOTION made/seconded (DeLarge/Ziegler) to approve the renewal proposal of R.P. Streiff Exterminating, Inc. Tucson, for termite service at Windmill Park with six months warranty at cost not to exceed \$165.00. Unanimously approved.**
- B. MOTION made/seconded (Ziegler//Pope) to approve the proposal of Pro-Care Janitorial and Maintenance, Tucson, for Option 1, Community Center floor cleaning quarterly, between the semi-annual deep clean service, at a cost not to exceed \$550.00 per cleaning. Unanimously approved.**
- Mr. Lemieux suggested Pro-Care contracts be rolled together into a standard contract when contract update is due.
- C. (Added) RESOLUTION TO MODIFY BYLAWS 3.8.2:**
MOTION made/seconded (Lemieux/Pope) for the Board to approve a resolution to modify the language contained in Bylaws 3.8.2: "The minimum number of candidates selected by the Nominating Committee shall exceed by two (2) for the

number of directors whose terms will expire at the next annual meeting, if the candidates are available. There is no maximum number of qualified candidates that can be slated." Affirmative votes, two (Lemieux/Pope); five negative votes (Bracken/DeLarge/Stimpson/Ziegler/Lambert.)

MOTION made/seconded (Ziegler/Lemieux) to consult the Association attorney, advising him of current circumstances with the Nominating Committee already approving nine potential candidates. Unanimously approved.

D. RECORDING ALL COMMITTEE MEETINGS:

MOTION made/seconded (Lambert/Stimpson) to record all committee meetings for Board review. This motion was postponed until legal opinion could be obtained.

XVIII. UNFINISHED BUSINESS:

Three contracts updated: Oasis Pool Service, Pro-Care Janitorial, R.P. Streiff Exterminating. Action postponed by unanimous consent.

XIX. MANAGER'S REPORT:

Mr. Seng reported on the daily operation of the management staff. Of specific note were landscape projects underway—Windmill field tree planter bed project, soil stabilization of the Windmill basin, monitoring of landscape conditions. Sovereign Electric is ready to begin monument lighting project, but waiting on metal fabrication. Pools are being maintained nicely by Oasis. Security camera replacement at the Community Center is in progress. Community Center lighting issues are in discussion with Town of Marana and the electrical engineer. Killer Shade has rescinded the proposal to move the shade structure from the kiddie pool to the Mountain Sky Pocket Park. Mr. Lambert suggested management to get other bids. 105 homeowners owe the Association between \$163.50 and \$326.99; fifty certified notices were mailed for balances of \$327.00 and over; of the 50, 30 still have not paid. Those in this group not paid by 1 August will automatically go to collections.

Mr. Lambert announced that he, Mr. Seng and Ms. Ziegler had a recent meeting with Town of Marana officials, and \$100,000 in landscaping and irrigation upgrades has been approved with work starting shortly to islands and both sides of Silverbell to Wade Road.

Mrs. Jan Mann, Summer Sky Drive, inquired about the original tennis court area of the parking lot, paved several years ago by the Town of Marana. Her thought being possibly the Town would be responsible for lighting and upgrades in that area. Mr. Lambert indicated that wasn't a part of the license agreement.

XX. ADJOURNMENT:

With no further business, **MOTION was made/seconded (DeLarge/Stimpson) to**

adjourn at 8:30 p.m. Unanimously approved.

Executive session to follow.

UPCOMING DATES:

Nominating Committee Meeting: Monday, 30 July 2012, 5:00 p.m. in the Community Center.

Board Study Session to Review 2013 Proposed Budget: Thursday, 9 August 2012, 6:30p.m. in the Windmill Park complex.

DLC Resources/Landscape Committee forum with residents and breakfast hosted by DLC: Saturday, 11 August 2012, time TBA, in the Community Center. Reservations suggested.

Candidates for Board positions: Petitions due 15 August 2012.

Board of Directors' Meeting: Thursday, 16 August 2012, 6:30 p.m. in the Community Center.

Activities' Committee Mother/Daughter Tea: Saturday, 15 September 2012, 1-3:00 p.m. in the Community Center.

MARILYN STIMPSON, Secretary

Attachments for file:
Sign-in Sheet
Amended Agenda
Consent Agenda
Committee Minutes: ARC, Activities, Covenants, Pool, Nominating
Petition Regarding Mr. Lambert
Letter from Countryside Karate of Arizona
R.P. Streiff termite renewal contract
Pro-Care Janitorial contract
Updated contracts: Oasis, Pro Care, Streiff
Manager's Report

(Minutes by Edna M. Coburn; reviewed by Management)