

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

**I. Call to Order**

**II. Opening announcement:**

*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**

<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>

**IV. Guests:** none scheduled

**V. President's Message:**

**VI. Adopt the Agenda:**

**VII. Approval of Minutes:** July 19, 2012 Board Meeting

**VIII. Audience Input:** Participation numbers are found on the table next to the sign-in sheets.

*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.*

**IX. Letters to the BOD:**

- a. Stencil, 10054 N Blue Crossing Way: storm damage to wall shared with common area.
- b. Strempek, 7833 N Via Laguna Niguel: Parcel 51 sign redo with name change

**X. Letters from the BOD to request an owner to appear: none**

**XI. Consent Agenda:**

*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 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.*

- **Acknowledge Meeting Minutes and Action in Lieu:**

- July 11, 2012 Finance
- July 19, 2012 Nominating
- July 19, 2012 ARC
- July 30, 2012 Nominating
- July 30, 2012 AIL candidate slate received
- August 1, 2012 Activities
- August 1, 2012 Covenants
- August 2, 2012 ARC
- August 6, 2012 Pool
- August 7, 2012 Landscape

**XII. Pool Committee:**

- a. **Motion** to recommend to the Board to keep current pool hours (5am-10pm) until further notice and to recommend to the Board to retain pool monitor(s) to close pools at 10pm each night.
- b. **Motion** to recommend to the Board to adopt following policy:

After failed attempts to resolve the issues, Pool Monitors have authority to escalate infractions to management who shall have authority to immediately issue a 15-day pool key suspension and notify Board of Directors recommendation to issue fine warning upon first offense and fine of \$25 upon second repeat offense.

### XIII. Landscape Committee:

- a. **Agave pest issues** - DLC Resources confirmed presence of weevils and grubs. Committee requested Board consideration so that the issue can be treated as quickly as possible.
- b. **Parcel 69 Sweet Acacia Tree – Motion** to recommend to the Board to accept the proposal from DLC Resources to replace the Sweet Acacia tree that died and was removed in parcel 69 with a 5-gallon petite oleander NTE \$22.00
- c. **Irrigation Restoration; Parcels 15-C, 9, & 28** – Due to ongoing line breaks and continual repairs, it was deemed advisable to replace the entire systems at these locations. **Motion** to recommend to the Board to accept three proposals from DLC Resources to replace the irrigation lines throughout the common areas in The Villas (parcel 15c) NTE \$3,650; at the Sombrero View (parcel 9) entryway monument NTE \$1,580.00; and at the tot lot in parcel 28 NTE \$2,250
- d. **Storm damage Palo Verde** downed on South side of Twin Peaks Rd between Palm Canyon and Clover. **Motion** to recommend to the Board to accept the proposal from DLC Resources to replace storm damage material with one 15-gallon standard red oleander NTE \$95.00
- e. **Storm damage Ironwood Tree** downed at NE corner of Twin Peaks and Coachline. **Motion** to recommend to the Board to accept the proposal from DLC Resources to replace storm damage material with 24-inch box Ironwood Tree NTE \$225.00
- f. **Storm damage Mesquite Tree** downed on west of Peace Pipe Rd between west of Marbella II. **Motion** to recommend to the Board to accept the proposal from DLC Resources to replace storm damage material with one 15-gallon standard red oleander NTE \$95.00
- g. **Storm damage Mesquite Tree** on south side of Twin Peaks Rd west of Coachline west of Sonoran Moon. **Motion** to recommend to the Board to accept the proposal from DLC Resources to replace storm damage material with 24-inch box Ironwood Tree NTE \$225.00
- h. **Storm damage Texas Ebony Tree** downed on north side of Twin Peaks Rd west of Indian Summer Rd. **Motion** to recommend to the Board to accept the proposal from DLC Resources to replace storm damage material with 24-inch box Swan Hill Olive Tree NTE \$225.00
- i. **Storm damage Mesquite Tree and Texas Ebony Tree** downed near Twin Peaks & Clover, one north side of Twin Peaks Rd, one south side of Twin Peaks Rd. **Motion** to recommend to the Board to accept the proposal from DLC Resources to replace storm damage material with two 24-inch box Ironwood Trees NTE \$450.00
- j. **Large Saguaro downed** north side of Twin Peaks Rd. near Indian Summer. **Motion** to recommend to the Board to replace with a Saguaro NTE \$400.00
- k. **Second annual plant fertilization - Motion** to recommend to the Board to accept proposal from DLC Resources for the second annual fertilization of all flowering plants throughout CRCA using a soil drench fertilizer NTE \$4,500
- l. **Pesticide application – Motion** to recommend to the Board to accept proposal from DLC Resources for the second annual pesticide application for yellow bells, orange jubilees, texas mountain laurels, and little johns NTE \$592
- m. **Planter Bed Mulch – Motion** to recommend to the Board to accept the proposal from DLC Resources for 4- to 6-inch quarry rock, red color, for top dressing the soil in the planter beds at Windmill Park NTE \$500

**XIV. Covenants Committee:**

All homes have diligently been reviewed for the suggested actions with documentation on file.

**Requesting the BOD to approve automatic lot clean ups after 14 days.**

- a. Recommend to the BOD that Account #20202 (weeds) be given a final notice asking that the weeds be removed in 2 weeks, if weeds remain after two weeks, a lot cleanup will be scheduled and costs to be assessed to the account.

**Requesting the BOD to approve automatic lot clean ups after 14 days plus fine & pool privilege loss**

- b. Recommend to the BOD that Account #19246 (weeds) receive a \$25 fine, 30 day pool suspension, and to have Management schedule a lot cleanup in 14 days if the weeds are not removed. The costs are to be assessed to account.

**XV. Activities Committee**

- a. October 27, Book and Media Exchange request

**XVI. Finance Committee:**

The June and July, 2012 Finance Reports were sent to the BOD & the Finance Committee.

a. Balance Sheet Report for June 30, 2012:

i. Operating Cash	601,220.69
ii. Total Cash Reserve	963,806.43
iii. Restricted Sunflower Mitigation Fund	13,678.73
iv. Accounts Receivable	124,594.37
v. Other Assets	181,239.96
vi. Pre-Paid Income Tax	6,569.00

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vii. June 30, 2012 Total Assets                      \$1,864,109.18

b. Balance Sheet Report for July 31, 2012:

i. Operating Cash	516,819.36
ii. Total Cash Reserve	963,153.06
iii. Restricted Sunflower Mitigation Fund	13,679.59
iv. Accounts Receivable	104,859.91
v. Other Assets	181,239.96
vi. Pre-Paid Income Tax	6,569.00

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vii. July 31, 2012 Total Assets                      \$1,772,641.77

- c. Finance Committee has not sent an approved budget to the BOD. Review of 7/16/12 minutes show recommendations to the BOD which never passed out of committee.
- d. Received resignations from the committee of Richard Roberts, Carol Altman and Joyce Grosso.
- e. Board study session to develop the 2013 proposed budget was held August 9th at WP at 6:30 pm. The budget discussed is presented in this packet.
- f. Board developed budget is presented for adoption.

**XVII. Annual Meeting:**

Annual meeting date is October 30. NEW timeline is in your packet. Deadline for turning in petitions is AUGUST 30<sup>TH</sup>.

**XVIII. New Business:**

- a. Community Center Internet/Phone switch to Comcast cost attached.
- b. HVAC replacement at Community Center: read AIL
- c. Audio recording of CRCA Open Meetings. Information from Goodman Law legislative update packet.

**XIX. Old Business:**

- a. As requested at the June Board Meeting, any ongoing contracts have been updated for 2012. Five contracts updated: Oasis Pool Service, Pro-Care Janitorial, RP Streiff rodent control, DLC Resources.

**XX. Manager Report:**

- a. Provided at meeting.

**XXI. Adjourn to Executive Session**