

Continental Ranch Community Association  
Board of Directors Meeting Agenda  
At the Community Center  
September 20th, 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:**  
**August 16, 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. Landscape thank you letter from Mr. Waters.
- b. NW Fire District about emergency door knob hangers.
- c. Letters requesting parking variances
  1. ID #22224 street parking
  2. ID #22934 street parking
  3. ID #18881 RV parking
  4. ID #20300 temporary street parking to sell RV
  5. ID #20499 trailer parking on property

## X. Letters of request for an owner to appear in front of Board:

- a. ID #22500 smoking at the pool (by tenant)

## 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:**
  - Aug 8, 2012 Finance
  - Aug 16, 2012 ARC
  - Aug 31, 2012 Board for slate of candidates only
  - September 4, 2012 Landscape
  - September 5, 2012 Activities
    - a. Resignation of Richard Singervalt
  - September 5, 2012 Covenants
  - September 6th, 2012 ARC

## XII. Pool Committee: *did not meet*

## XIII. Landscape Committee:

- a. **Agave pest issues** - Motion to recommend to the Board to accept the proposal from DLC Resources for the pesticide treatment of all 148 agave plants throughout CRCA landscape, (single treatment) NTE \$1,585.07 (Palfreyman/N. Lambert).

***Budget Code: 83005 (Landscape New Projects/Plant Replacements)***

- b. **Miscellaneous Plant Replacement** – Motion to recommend to the Board to accept proposal from DLC resources to install 89 5-gallon replacement plants NTE \$1,958 (Palfreyman/N. Lambert).

**Budget Code: 83005 (Landscape New Projects/Plant Replacements)**

- c. **Coachline/Silverbell Monument** – Concerns with the current plantings directly beneath the monument sign at Coachline/Silverbell. Motion to recommend to the Board to accept the proposal to install eighteen 15-gal dwarf bottlebrush underneath the main CRCA monument signs at Coachline & Silverbell, NTE \$1,710 (Palfreyman/N. Lambert).

**Budget Code: 83005 (Landscape New Projects/Plant Replacements)**

- d. **Queen Palm Maintenance** – Motion to recommend to the Board to accept the proposal from DLC Resources to fertilize the eight queen palm trees in CRCA with palm fertilizer, NTE \$322.17; includes three seasonal applications (N. Lambert/Palfreyman).

**Budget Code: 83005 (Landscape New Projects/Plant Replacements)**

#### **XIV. Covenants Committee:**

All homes have diligently been reviewed for the suggested actions with documentation on file. Committee did not have a quorum. Management is bringing the following to you for direction.

- a. **Requesting the BOD to approve automatic lot clean ups after 14 days with \$25 fine and pool key suspension for 30 days.**

1. ID #19755 weeds
2. ID #20571 weeds
3. ID #21166 weeds
4. ID #18080 weeds
5. ID #23196 weeds
6. ID #20630 tree encroachment

- b. **Direction needed for ID #19802; written complaint about miscellaneous items stored in front yard.**

**All above lot cleanups; Budget Code: 86500 (Yard cleanup)**

#### **XV. Finance Committee:**

The August 2012 Finance Reports were sent to the BOD & the Finance Committee.

Balance Sheet Report for August 31, 2012:

i. Operating Cash	400,069.04
ii. Total Cash Reserve	953,051.99
iii. Restricted Sunflower Mitigation Fund	13,678.73
iv. Accounts Receivable	96,993.30
v. Other Assets	181,239.96
vi. Pre-Paid Income Tax	6,569.00

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vii. August 31, 2012 Total Assets                      \$1,651,603.46

**XVI. Activities Committee: *nothing for the BOD***

**XVII. Annual Meeting:**

Annual meeting date is October 30, 2012. Nine candidates are running. Meet the Candidate get together is October 2<sup>nd</sup>.

- a. Set Date of Record as 9/20/2012
- b. Appoint Election Committee

**XVIII. New Business:**

- a. **Community Center Chair Cushion Cleaning.** *(two bids obtained; under \$1,000)*  
**Budget Code: 87000 (Facilities General Repairs and Maintenance)**
- b. **Community Center HVAC System** – Additional measures to improve the system.
  - i. **Vents to Equipment Closet**  
**Budget Code: 87000 (Facilities General Repairs and Maintenance)**
  - ii. **Locking Thermostat Covers**  
**Budget Code: 87000 (Facilities General Repairs and Maintenance)**
- c. **Windmill Pool Area Ramada Lights Inoperable** - Management found lights not working to the ramada on the left side of the spa. Electrician discovered break in wiring conduit. **Requesting further direction from Board.**  
**Budget Code: 85000 (Windmill Pool Repairs)**
- d. **Monument Sign Light Cages Rusting** – Total of 33 cages now three years old and showing signs of rust thru original paint.  
**Budget Code: 87000 (Facilities General Repairs and Maintenance)**
- e. **Monument Sign Solar Battery Boxes** – Resolving August theft issues
  - i. **Securing all boxes against future theft**  
**Budget Code: 87000 (Facilities General Repairs and Maintenance)**
  - ii. **Replacing stolen solar batteries and controllers at River's Edge Mountain Shadows Copper Moon Marbella II Sonoran Moon**  
**Budget Code: 87000 (Facilities General Repairs and Maintenance)**
- f. **Repainting of Richmond Estates Monument Sign and Install 'CR' Logo**  
**Budget Code: (Reserve Item 1403-B)**
- g. **Replacement of the two BBQ at Windmill Park: *read action-in-lieu***  
NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors. Agree to accept the proposal from DLC Resources for the replacement of the two BBQ Grills at the Windmill Park, at a cost NTE \$400.00.

- XIX. Old Business:**
  - a. Trash preferred provider
- XX. Manager Report:** *provided at meeting*
- XXI. Adjourn to Executive Session**

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