

# Continental Ranch Community Association

## Board of Directors Meeting Agenda

At the Community Center

October 18th, 2012 at 6:30 pm

### I. Call to Order

### II. Roll Call

President	John Lambert
1 <sup>st</sup> Vice-President	Peggy Bracken
2 <sup>nd</sup> Vice-President	Connie DeLarge
Secretary	Marilyn Stimpson
Treasurer	Larry Lemieux
Director at Large	Gladys Pope
Director at Large	Roxanne Ziegler

### III. Guests: none scheduled

### IV. President's Message:

### V. Adopt the Agenda:

### VI. Approval of Minutes:

September 20, 2012 Board Meeting

### VII. Homeowner Forum: 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 Homeowner Forum, 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.*

### VIII. Letters to the BOD:

- a. Request for jumping castle at Windmill Park by Ms. Seminario.
- b. Request for Parking Variance by Ms. Santa Cruz

## IX. 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:**
  - September 12, 2012 Finance
  - September 20, 2012 ARC
  - October 1, 2012 Pool
  - October 3, 2012 Covenants
  - October 4, 2012 ARC
  - October 8, 2012 Landscape
  - October 10, 2012 Emergency Activities

## X. Pool Committee:

- a. **Disciplinary Actions for Pool Rule Violations - 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 notify Board of Directors with recommendation to issue a 15-day pool key suspension upon first offense and a 30-day pool key suspension upon second repeat offense; \$25 - \$100 fine to be determined by the Board for all offenses. (Smith/Kochel)
- b. **Seasonal Hours of Operation for Pools – Motion** to recommend to the Board to continue with current hours of operation at both pools month-to-month until further notice (Kinney/Kochel). Unanimously approved.

## XI. Landscape Committee:

- a. **Twin Peaks/Coachline (Intersection) Enhancement – Motion** to recommend to the Board to accept the proposal from DLC Resources for enhancement of the N.E. & S.W. corners of the intersection at Twin Peaks Road and Coachline Blvd; plantings and irrigation at a cost NTE \$1,500 (N. Lambert/ Gilhuys).
- b. **Parcel 16 Tot Lot Restoration (Veridan/Yellow Moon) – Motion** to recommend to the Board to accept the proposal from DLC Resources for restoration of landscaping at the Parcel 16 tot-lot, plantings and irrigation at a cost NTE \$3,500 (N. Lambert/ Gilhuys).
- c. **Restoration Twin Peaks Road along Sonoran Moon & Marbella II – Motion** to recommend to the Board to accept the proposal from DLC Resources for installing 90 five-gallon plants (purple lantana & dwarf bottle brush) in the bullnoses of the Twin Peaks median between Coachline & Marbella II, and adding 50 five-gallon plants along the south side of Twin Peaks between Coachline & Marbella II, including irrigation adjustments NTE \$4,000 (N. Lambert/ Gilhuys).

- d. **Completion of Hedge at Windmill Park Playground – Motion** to recommend to the Board to accept the proposal from DLC Resources for installing 5 five-gallon Xylosma shrubs to complete the Windmill Park playground hedge near the brick walkway, NTE \$120 (N. Lambert/ Gilhuys).

*All above landscape items Budget Code: 83005  
(Landscape New Projects/Plant Replacements)*

## **XII. Covenants Committee:**

### **a. Street Parking Variances**

1. **ID #22224 - MOTION** (Cicala/Bracken) to recommend to the BOD the denial of a street parking variance for Account #22224.
2. **ID #22934 - MOTION** (Bracken/Vollbrecht) to recommend to the BOD approving a temporary street parking variance for Account #22934. The variance will allow 1 vehicle to park on the street while owner waits for ARC approval for a shed and driveway expansion, to make room in the garage or driveway for this vehicle. Temporary variance will be revisited at the next covenants meeting on November 7, 2012.

### **b. Recommending the BOD to approve lot clean ups after 14 days if weeds not removed; costs of cleanups to be charged to owners' accounts.**

1. ID #21329 weeds
2. ID #18705 weeds
3. ID #17846 weeds
4. ID #20229 weeds
5. ID #17943 weeds

### **c. Recommending the BOD to approve automatic lot clean ups after 14 days with \$25 fine and pool key suspension for 30 days; costs of cleanups to be charged to owners' accounts.**

1. ID #18971 weeds
2. ID #19393 weeds
3. ID #20601 weeds
4. ID #17704 weeds
5. ID #19023 weeds
6. ID #21688 weeds
7. ID #18867 weeds

### **d. Recommending the BOD to approve \$25 fine and pool key suspension for 30 days; Account #24745 miscellaneous items in front yard (dog house, etc.).**

### **e. Recommending to Board to approve lot cleanup for weeds including tree pruning, Account #24983; costs of cleanups to be charged to owners' accounts.** Committee also requesting direction from Board about basketball equipment not in compliance.

### **f. Variance Change Request Account #20298 - MOTION** (Volbrecht/Sieckowski) to recommend to the BOD the approval of the variance for both requests, allowing the Homeowner to park his RV & Trailer anywhere in the side yard behind the gate.

### **g. Roof Coating Complaint - MOTION** (Cicala/Sieckowski) to recommend to the BOD that this matter be sent to the ARC committee for further action. Motion was discussed and passed unanimously.

### **h. Recommending to Board to approve lot cleanup for weeds, Account #25092; costs of cleanups to be charged to owners' accounts.**

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

**XIII. Finance Committee:**

The September 2012 Finance Reports were sent to the BOD & the Finance Committee.  
Balance Sheet Report for September 30, 2012:

i. Operating Cash	268,353.02
ii. Total Cash Reserve	960,589.58
iii. Restricted Sunflower Mitigation Fund	13,680.23
iv. Accounts Receivable	91,841.21
v. Other Assets	181,239.96
vi. Pre-Paid Income Tax	6,569.00
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vii. September 30, 2012 Total Assets	\$1,522,230.11

**XIV. Activities Committee:**

- a. Adopt-a-family
- b. Holiday light contest

**XV. Annual Meeting:** Annual meeting date is Tuesday, October 30, 2012; registration begins 6:30 P.M. with meeting at 7:00 P.M.

**XVI. Election Committee Procedure**

**XVII. New Business:**

- a. Community Center - Karate Rental & Boy Scout troop usage.
- b. Windmill Park Ramada Refurbishment
  - i. Concrete Slab Refurbishment – *six bids requested, four bids obtained*
  - ii. Ramada Structure Post – Stone Veneer Option – *four bids obtained*
  - iii. Ramada Structure Repaint
  - iv. Picnic Tables - Replacement – *five bids obtained*
- c. CRCA Annual Audit – *3 bids obtained*

*Items b.-i., ii., iii, iv. Budget Code: 81015 (Contingency)*  
*Item c. Budget Code: 81001 (Annual Audit)*

**XVIII. Old Business:**

- a. Community Center Equipment Damage
- b. Repainting of Richmond Estates Monument Sign and Install 'CR' Logo
- c. Windmill Field Drainage Improvement: *read action-in-lieu*
- d. Penalty Imposed for Covenants Violation: *read action-in-lieu*

**XIX. Manager Report:** *provided at meeting*

**XX. Adjourn to Executive Session**