

Continental Ranch Community Association

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Covenants Committee October 3, 2012 Meeting Minutes

- I. **Call to Order:** 5:57 p.m. at the **Windmill Park Office.**
- II. **Roll Call:** Present - Bill Cicala, Chair
Bob Vollbrecht, Vice-Chair
Arlene Sieckowski
Peggy Bracken, Board Liaison
Paula Bellina, Management representative
- III. **Approval of the October 3, 2012 Agenda was approved by Motion** (Vollbrecht/Bracken) and passed unanimously.
- IV. **Approval of the August 1, 2012 Minutes was approved by Motion** (Vollbrecht/Sieckowski) and passed unanimously.
- V. **Guests:** Joyce Grosso, Alice King, Leslie Hammond, Steven Marzan & Dale Widmer. The committee welcomed and thanked all the guests for attending. Leslie Hammond asked to re-join the committee, the committee made a **MOTION** (Cicala/Vollbrecht) to recommend to the BOD the approval of Mrs. Hammonds request to become a member of the Covenants Committee. Motion was discussed and passed unanimously.
- VI. **Board Actions from the September 20, 2012 BOD meeting:**
 - A. **CONSENT AGENDA COVENANTS**

Six properties identified in agenda for routine lot clean-ups after 14 days with \$25 fine and pool key suspension for 30 days. Two properties cleared (#20571 and #2030) since agenda publication. Four remaining properties: #19755, #21166, #18080, #23196.
 - B. **Letters to the Board:**
 1. **MOTION** made/seconded (Bracken/DeLarge) to approve the request of a tenant to park a vehicle on the street (W. Yarbough #22224). Home owner, Ms. Marita Gomez, had extended her permission to the tenant. Unanimously disapproved. Request to go to Covenants Committee for additional information and recommendation.
 2. Owner Mr. Steven Marzan, W. Mural Hill Drive, (#22934) requests parking variances for seven vehicles belonging to the residents at that address, currently utilizing garage, driveway, area cul de sac and one vehicle in street. Refer to Covenants Committee for additional information and recommendation.
 3. Owner, Mr. Ronald Craig, N. Crystal Moon Ct, (#18881) requests parking variance for 26' RV to be parked in residence driveway. RV and truck extend over sidewalk. **MOTION** made/seconded (Lambert/Lemieux) to deny variance request. Unanimously approved.

All CRCA Board and Committee Meetings are audio recorded.

4. Owner, Mr. Robert R. Finley, W. Chervil Place, (#20300) requests parking variance for motor home for a four-week period of time while in the process of sale. MOTION made/seconded (Bracken/Pope) to deny variance request. Unanimously approved.

5. Owners, Mr. and Mrs. Michael McGuigan, N. Quail Park Place (#20499) gave permission to tenant, Mr. and Mrs. Richard Coronado, to park a trailer on the property, hidden by a previously-approved RV screen in need of repair. Tenant assures repairs have been completed. MOTION made/seconded (DeLarge/Stimpson) to approve the RV parking variance behind the screen for a period of one year, at which time request is to be reviewed again. Unanimously approved.

C. Violation Complaint Form submitted in July (#19802). MOTION made/seconded (Lemieux/Stimpson) to proceed with the Covenants' Committee process, with property owner to be requested to appear before the Board. Unanimously approved. The Board was informed after the meeting that the property owner had been sent a letter requesting them to appear before the Board.

D. Action in Lieu of the Meeting (September 24, 2012): Account #19802 (violation complaint form) the Board of Directors approved the action to impose a fine of \$50.00 for the unresolved covenants violations as stated on the written notices issued to the resident. In the event that the violations are not brought into compliance within 10 days of this action-in-lieu, a daily fine (to be determined by the Board of Directors) will be imposed on the account until the property is brought into compliance.

VII. Management Report:

A. Show of VMS reports- between 8/2/2012 and 10/3/2012 there was a total of 403 letters sent. 346 first letters and 57 certified second letters sent. Breakdowns of the violations were discussed in the meeting.

B. Total calls made to homeowners regarding violations- 235

C. Total yellow tag notices placed on trash cans- 45

D. Total trash cans observed including the Yellow tags – 155

E. Lot cleanups - none

F. Reviewed current and upcoming Covenants Budget, will revisit at next month's meeting.

VIII. Unfinished Business:

A. **MOTION** (Cicala/Bracken) to recommend to the BOD the denial of a street parking variance for Account #22224. Motion was discussed, all in favor 3, abstained 1. Motion passed.

B. **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. Motion was discussed and passed unanimously.

IX. New Business:

A. 2nd letter request to appear before the committee:

1. Account's #21329 & #18705 (weeds) **MOTION** (Vollbrecht/Bracken) to recommend to the BOD if weeds are not removed in 14 days a lot cleanup will be scheduled with costs being assessed to the accounts. Motion was discussed and passed unanimously.
2. Account's #17846, #20229, & #17943 (weeds) **MOTION** (Sieckowski/Bracken) to recommend to the BOD that if weeds are not removed in 14 days a lot cleanup will be scheduled with costs being assessed to the accounts. Motion was discussed and passed unanimously.
3. Account's #18971 & #19393 (weeds) **MOTION** (Bracken/Cicala) to recommend to the BOD that the accounts 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 accounts. Motion was discussed and passed unanimously.
4. Account #20601 (weeds) **MOTION** (Vollbrecht/Cicala) to recommend to the BOD that the account 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. Motion was discussed and passed unanimously.
5. Account #17704 (weeds) **MOTION** (Bracken/Vollbrecht) to recommend to the BOD that the account 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. Motion was discussed and passed unanimously.
6. Account #19023 (weeds) **MOTION** (Cicala/Bracken) to recommend to the BOD that the account 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. Motion was discussed and passed unanimously.
7. Account #21688 (weeds) **MOTION** (Vollbrecht/Bracken) to recommend to the BOD that the account 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. Motion was discussed and passed unanimously.
8. Account #18867 (weeds) **MOTION** (Cicala/Sieckowski) to recommend to the BOD that the account 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. Motion was discussed and passed unanimously.
9. Account #24745 (Misc. Item) **MOTION** (Bracken/Cicala) to recommend to the BOD that the account receive a \$25 fine, and 30 day pool suspension. Motion was discussed and passed unanimously.
10. Account #24983, Bank Owned (tree encroachment & basketball equipment) **MOTION** (Cicala/Sieckowski) to recommend to the BOD that the account receive a lot cleanup to have the tree trimmed, and the costs assessed to the account. The Committee would like to wait until next month's meeting to make a recommendation on the Basketball Equipment which is not in compliance

with the current Design Guidelines. The Committee would like guidance from the Board on how to proceed with this matter. Motion was discussed and passed unanimously.

11. Account #18018 (weeds) MOTION (Cicala/Bracken) to have management send letter to homeowner thanking them for the efforts they have made in removing weeds, and to ask them to continue to remove the remaining weeds and tree trimmings. Motion was discussed and passed unanimously.
- B. Account #20298 (RV variance change & Trailer variance request) **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. Motion was discussed and passed unanimously.
- C. Account #23441 (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.
- D. Account #25092, Bank Owned (weeds) **MOTION** (Sieckowski/Vollbrecht) to recommend to the BOD that a lot cleanup be scheduled and costs to be assessed to the account. Motion was discussed and passed unanimously.

X. Next meeting date: November 7, 2012 at 6:00 p.m. at the **Windmill Office.**

XI. Adjourned - By Motion at 7:26p.m. (Sieckowski/Bracken) Motion passed unanimously.