

Continental Ranch Community Association

9150 N. Coachline Blvd. Tucson, AZ 85743 Phone: (520) 297-7600 Fax: (520) 297-7917

Landscape Committee Meeting – February 5, 2013

Minutes

- I. **Call to Order 7:02 P.M. at the Windmill Park Office**
- II. **Roll Call –** *present:*
 - Rob Palfreyman (Chair)
 - Nancy Lambert (Vice-Chair)
 - Annette Gilhuys
 - Bill Cicala
 - John Lambert
 - Connie DeLarge (Board Liaison)
 - Josh Seng, Management Representative
 - Stephen Hinchliffe, Management Representative
- III. **February 5, 2013 Meeting Agenda** approved by motion (J. Lambert/Cicala)
- IV. **January 8, 2013 Meeting Minutes** approved by motion (Cicala/Palfreyman)
- V. **Guests:**
 - A. **Phyllis Ribas** – resident of CRCA attended meeting with interest in joining the committee.
 - B. **Titan Landscape** – Dennis Parker and Ruben Arrieta of Titan Landscape presented their monthly activity report.
- VI. **Board Actions**
 - January 17, 2013 – CONSENT AGENDA:** Item A: Appoint Mr. Bill Cicala and Mr. John Lambert as members to the Landscape Committee. Item B: Approve proposal from Titan Landscape, Tucson, for replacement of 27 flats of annual flowers at a cost not to exceed \$972.00 (Budget Code #83005.) Item D: Accept proposal from Titan Landscape to install four 36"-box Swan Hill Olive Trees with irrigation at the Mountain Sky Tot Lot at a cost not to exceed \$3,945.00.
 - January 17, 2013 – LANDSCAPE COMMITTEE:** TWIN PEAKS IRRIGATION SYSTEM REPLACEMENT: MOTION made/seconded (Bracken/Ziegler) to accept the three proposals of Titan Landscape to replace existing irrigation, complete with new valves, pipe and wire in the Twin Peaks medians east and west of Coachline (\$16,286.00); Twin Peaks east of Coachline, south side of street (\$16,867.00); and Twin Peaks east of Coachline, north side of street (\$16,867.00), for a total of \$50,020.00
- VII. **Management Report –**
 - A. **Backflow Valve Insulators** – Mr. Seng reported that he had received a report from Titan Landscape about three backflow insulation pillows that were in poor condition from age and sun damage. **Motion (J. Lambert/Palfreyman)** to replace the three backflow insulators, one located at Parcel 42 and two located at Windmill Park by Titan Landscape at a cost NTE \$635.00. Unanimously approved. Management was asked to compile total of backflow insulators throughout CRCA and submit to the reserve study analyst.

All CRCA Board and Committee Meetings are audio recorded.

B. Yellow Moon Tot Lot Turf – Mr. Seng reported that upon inspection of turf with Titan Landscape, a high amount of the turf was blue grass, leaving very little rye grass. As temperatures rise, it was noted that this would be a problem. The Committee requested a proposal from Titan Landscape to re-sod this turf area with Bermuda for the upcoming summer season. Committee to recommend to Board via action-in-lieu of meeting due to season time constraints.

VIII. Unfinished Business

A. Priority Project List

- i. Windmill Park Front Monument** – The Committee reviewed potential options for this project with preliminary draft proposal from Titan Landscape and requested a revised proposal for review at the next meeting; postponed.
- ii. Parcel 42/43 Walking Path Corridor** – Postponed for further consideration.
- iii. Parcel 40S Wellsite Common Area** – Postponed; additional information requested.
- iv. Coachline Cassia Shrubs** – Postponed; additional information requested.
- v. Parcel 15c Tot Lot** – Postponed; additional information requested.

B. Windmill West Parking Lot Area – Motion (Palfreyman/N. Lambert) to recommend to the Board to accept the proposal from Titan Landscape for landscape enhancements of the Windmill Park west parking lot area to include irrigation, eight 24" box Swan Hill Olive Trees, and top dress with granite decorative rock at a cost NTE \$11,513. A proposal was requested for next meeting to remove the two mesquite trees in poor condition. Unanimously Approved.

IX. New Business

A. Annual Flowers – Motion (J. Lambert/Palfreyman) to recommend to the Board to reverse the previous approval of the proposal to replace the javelina damaged winter flowers due to the short time left until the summer flowers will be installed. Unanimously approved. **Motion (N. Lambert/J. Lambert)** to adopt a committee policy for annual flowers that only snapdragons shall be used for winter season, and only vincas, potato vines, and cannas shall be used for summer season. Unanimously approved.

B. Windmill Field Top Dress (leveling) – Postponed pending proposal from Titan Landscape.

C. Twin Peaks Median Granite – Motion (Palfreyman/Cicala) to recommend to the Board to accept the proposal from Titan Landscape for installation of granite decorative rock to complete the unfinished portion of the median on Twin Peaks Road, just west of Coachline Blvd, NTE \$3,720. Unanimously approved.

X. Additional Comments by Committee – Committee expressed concerns and dissatisfaction with the pruning practices observed during the upper tree pruning project currently underway by DLC Resources. Management reported that DLC Resources had been notified and promised to take corrective action.

XI. Next meeting date March 5, 2013 at 7:00 P.M. at the Windmill Park Office.

XII. Meeting adjourned 8:30 P.M.

Respectfully Submitted,
Josh Seng
HOA Management Solutions