

Continental Ranch Community Association

Board of Directors Meeting Agenda

At the Community Center

February 21, 2013 at 6:45 pm

I. Call to Order

II. Roll Call

| | |
|--------------------------------|------------------|
| President | John Lambert |
| 1 st Vice-President | Peggy Bracken |
| 2 nd Vice-President | Marilyn Stimpson |
| Secretary | Connie DeLarge |
| Treasurer | Roxanne Ziegler |
| Director at Large | Bob Vollbrecht |
| Director at Large | Karie Westphal |

III. Guests: none scheduled

IV. President's Message

V. Consent Agenda

BOD reads: *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:**
 - January 17, 2013 ARC
 - February 4, 2013 Pool
 - February 5, 2013 Landscape
 - February 6, 2013 Covenants
 - February 7, 2013 ARC
 - February 13, 2013 Finance

VI. Adopt the Agenda

VII. Approval of Minutes January 17, 2012 Board Meeting

VIII. Homeowner Forum: Participation numbers are found on the table next to the sign-in sheets.

BOD reads: 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.

IX. Letters to the BOD

- a. Letter of Gratitude to CRCA from the Marana Food Bank
- b. Input from resident about January Board Action

X. Pool Committee: No Recommendations this Month

XI. Landscape Committee

- a. **Backflow Valve Insulation Pillows** – recommend to the Board 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.

Budget Code: 83006 (Backflow Repairs)

- b. **Yellow Moon Tot Lot Turf** – as recommend by action-in-lieu of Committee Meeting, recommend to the Board to approve the two proposals from Titan Landscape for the installation of new turf and concrete edging at the Parcel 16 Pocket Park, at costs not to exceed \$2,389.69 and \$801.42, respectively.

Budget Code: 83005 (Plant Replacement/New Projects)

- c. **Windmill West Parking Lot Area** – 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.

Budget Code: 83005 (Plant Replacement/New Projects)

- d. **Annual Flowers Damaged by Javelinas** - 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.

- e. **Granite Replenishment on Twin Peaks Median** – 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.

Budget Code: 83005 (Plant Replacement/New Projects)

XII. Covenants Committee

- a. **New Committee Membership** – recommends to the Board to appoint Nick Westphal to the CRCA Covenants Committee.

- b. **Plant Encroachment; ID #21666** - recommend to the BOD if property is not brought into compliance in 14 days, a lot cleanup is to be scheduled with costs being assessed to the account.
- c. **Weeds, ID #19802** – recommend to the BOD if property is not brought into compliance in 14 days, a lot cleanup is to be scheduled with costs being assessed to the account.
- d. **Landscape Parking, ID #22989** – recommend to the BOD that a \$25.00 fine be charged to the account for non-compliance of the CC&Rs.
- e. **Inoperable Vehicle, ID #18886** – recommend to the BOD a \$25 monthly fine be placed on account until brought into compliance.
- f. **Storage Container, ID #18976** – recommend to the BOD if container has not been removed by 2.21.2013, a \$25 fine is to be placed on account.

XIII. Finance Committee

a. Balance Sheet Report for January 31, 2013

| | |
|--------------------------------------|----------------|
| Operating Cash | \$458,869.06 |
| Total Cash Reserve | \$952,834.58 |
| Restricted Sunflower Mitigation Fund | \$13,680.23 |
| Accounts Receivable | \$141,245.59 |
| Other Assets | \$175,511.96 |
| Pre-Paid Income Tax | \$8,908.00 |
| January 31, 2013 Total Assets | |
| | \$1,751,049.42 |

- b. **New Committee Membership** – recommend to the Board to appoint Larry Lemieux and Nick Westphal to the CRCA Finance Committee.
- c. **Reserve Account Replenishment** – recommend to the Board to transfer \$25,000 from the BMO Money Market and \$75,000 from Compass Money Market to the Alliance Bank account to fund upcoming reserve expenses.
- d. **Maturing CD** – recommend to the Board to reinvest Washington Federal CD expiring on 3/22/2013 into a 6-month CD to achieve laddering of January, April, and September on CDs.

XIV. Architectural Review Committee

- a. **New Committee Membership** – recommends to the Board to appoint Duane and Cindy Snider to the CRCA Architectural Review Committee.

XV. New Business

- a. **Use of Windmill Field by Sports Team**
- b. **Association Insurance Policy Renewal**
- c. **Wall Painting Reserve Item**
- d. **CRCA Activities Supplies –**
 - i. **Collapsible Shade Canopies**
 - ii. **Sign Easels**

Reserve Study Item #1105-A, B, D, E

Budget Code: 86000 (Activities)

- e. Windmill Park Camera System – Additional Cameras

Budget Code: 81015 (Contingency)

- f. Windmill Parking Lot Lighting

Budget Code: 81015 (Contingency)

- g. Parcel 15-c & Parcel 39 Playground Top Dressing

Budget Code: 87000 (Facilities Maintenance)

XVI. Old Business

- a. Shade Canopy at Community Center Pool

Budget Code: 84009 (Kiddie Pool Shade Replacement)

- b. Richmond Estates Monument Sign

XVII. Actions in Lieu of Meeting

- a. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves reducing the number of handicap accessible spaces to three (3) spaces under the seal coat and restriping project of the Windmill Park office and pool parking lot.

XVIII. Manager Report: *provided at meeting*

XIX. Adjourn to Executive Session