

Continental Ranch Community Association

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Covenants Committee February 6, 2013 Meeting Minutes

- I. **Call to Order:** 6:00 p.m. at the **Windmill Park Office.**
- II. **Roll Call:** Present - Bill Cicala (Chair)
Leslie Hammond (Vice-Chair)
Bob Vollbrecht
Arline Sieckowski
Al Diaz
Duane Snider
Cindy Snider
Peggy Bracken, Board Liaison
Paula Bellina, Management representative
- III. **Guests:** Mr. Nick Westphal was welcomed and thanked for attending. Mr. Westphal informed the committee of his interests in becoming a member.
- IV. **Approval of the February 6, 2013 Agenda with Addition IX. New Business, *E. was approved by Motion** (Bracken/Vollbrecht) and passed unanimously.
- V. **Approval of the January 2, 2013 Minutes was approved by Motion** (Bracken/Sieckowski) and passed unanimously.
- VI. **Board Actions from the January 17, 2013 BOD meeting:**
CONSENT AGENDA: COVENANTS: (Note: Account #19802, trash can violation resolved 3 January 2013.) Item B: Approve monthly fine of \$25.00, Account #23441, until roof coating is removed or repaired. Item C: Approve \$25.00 fine, Account #19377, for trailer and trash can violation. Item D: Approve \$25.00 fine, Account #21115, for trash can violation if not in compliance
- VII. **Management Report:**
 - A. Show of VMS reports- between 1/03/2013 and 2/06/2013 there was a total of 58 letters sent. 48 first letters and 10 certified second letters sent. Breakdowns of the violations were discussed in the meeting.
 - B. Total calls made to homeowners regarding violations: 72
 - C. Total yellow tag notices placed on trash cans: 95
 - D. Total trash cans observed including the Yellow tags : 299
 - E. Lot clean-ups: none

VIII. Unfinished Business:

- A. Account #18701 (maintenance of landscape) MOTION (Cicala/Hammond) to have management contact homeowner and ask that the plant/shrub be pruned back, and wait until spring for further action. Motion was discussed and passed unanimously.
- B. Account 19377 (trailer & trash cans) property is now in compliance, no further action needed at this time.
- C. Account #23441 (roof coating complaint) Property is still in violation, \$25 monthly fine to continue and account will be reviewed at next month's meeting.

IX. New Business:

- A. 2nd letter request to appear before the committee:
 - 1. Account #21666 (plant encroachment) **MOTION** (Diaz/Hammond) to recommend to the BOD if property is not brought into compliance in 14 days, a lot clean up is to be scheduled with costs being assessed to the account. Motion was discussed and passed unanimously.
 - 2. Account #19802 (weeds) **MOTION** (Cicala/Vollbrecht) to recommend to the BOD if property is not brought into compliance in 14 days, a lot clean up is to be scheduled with costs being assessed to the account. Motion was discussed and passed unanimously.
 - 3. Account #21234 (weeds) MOTION (Cicala/Bracken) to have management send letter to owners thanking them for the work that has been completed, and ask that they finish removing the weeds completely. Motion was discussed and passed unanimously.
 - 4. Account #22989 (landscape parking) **MOTION** (C. Snider/Sieckowski) to recommend to the BOD a \$25 fine be placed on account for non-compliance of the CC&R's. Motion was discussed and passes, 7 affirmative votes; one negative vote (Diaz).
 - 5. Account #20120 (landscape parking) property is now in compliance, complaint closed, no further action is needed at this time.
 - 6. Account #18886 (inoperable vehicle) **MOTION** (Cicala/Bracken) to recommend to the BOD a \$25 monthly fine be placed on account until brought into compliance. Account is to be reviewed at next month's meeting. Motion was discussed and passed unanimously.
 - 7. Account #18976 (storage container) **MOTION** (Cicala/Bracken) to recommend to the BOD if container has not been removed by 2.21.2013, a \$25 fine is to be placed on account. Motion was discussed and passed unanimously.
- B. Account #22989 (complaint review/ inoperable vehicle) postpone matter until next meeting, in the meantime management will send letter to homeowner informing them about the complaints.
- C. Account #18018 (complaint review/ work tools & tree stump) Committee reviewed complaint and pictures of property, no violations were observed at this time, complaint is closed.
- D. Account #20511 (complaint review/street parking) Committee recommends management start the letter process, stating in letter facts from the submitted complaint.

*E. **MOTION** (Cicala/Bracken) to recommend to the BOD that Mr. Nick Westphal be accepted as a member of the Covenants Committee. Motion was discussed and passed unanimously.

X. Next meeting date: March 6, 2013 at 6:00 p.m. at the **Windmill Office**.

XI. Adjourned - By Motion at 7:08p.m. (Vollbrecht/Bracken) Motion passed unanimously.