

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – COMMUNITY CENTER
THURSDAY, 18 JULY 2013– 6:45 P.M.**

The Board of Directors of the Continental Ranch Community Association met on Thursday, 18 July 2013 at the Community Center. Directors present: Mr. John Lambert, President; Mrs. Marilyn Stimpson, 2nd Vice President; Ms. Connie DeLarge, Secretary; Mrs. Karie Westphal, Treasurer; Mr. Robert Vollbrecht, Director; Excused absence: Ms. Peggy Bracken, 1st Vice President; Also present: Mr. Josh Seng, Community Manager; Mr. Stephen Hinchliffe, Project Coordinator; Ms. Jocelyn Canovali, Office Assistant, and approximately 20 residents.

I. CALL TO ORDER:

Mr. John Lambert, President, called the meeting of the Board of Directors to order at 6:45 p.m. The published agenda included a statement of resident participation/decorum. Mr. Lambert announced the meeting would be concluded no later than 8:45 p.m. with agenda business to be conducted first, followed by Homeowner Forum.

II. ROLL CALL/QUORUM:

Five members of the Board of Directors were in attendance. Quorum of four required for the conduct of Association business. One vacancy remains within the Board of Directors.

III. GUESTS:

None noted.

IV. PRESIDENT'S MESSAGE: None.

V. CONSENT AGENDA:

The following committee minutes were received: ARC—20 June and 3 July 2013; Landscape—2 July 2013; Covenants—3 July 2013.

MOTION made/seconded (DeLarge/Stimpson) to accept the Consent Agenda as itemized. Unanimously approved.

VI. AGENDA:

MOTION made/seconded (Vollbrecht/DeLarge) to adopt the meeting agenda as presented. Unanimously approved.

VII. APPROVAL OF MINUTES:

A. MEMORANDUM FOR RECORD:

MOTION made/seconded (Westphal/Vollbrecht) to adopt the Memorandum for Record regarding the cancelled Board meetings as presented by the minutes' recorder. One affirmative vote (Westphal); four negative votes (Lambert, Stimpson, DeLarge, Vollbrecht). Motion failed.

B. MINUTES:

Correction noted by Mrs. Westphal: Minutes of 20 June 2013: Motion to adjourn—Four affirmative votes (Lambert, Bracken, Stimpson, Volbrecht); One negative vote (Westphal).

MOTION made/seconded (Lambert/Stimpson) to amend the 20 June 2013 minutes to condense discussion. Unanimously approved.

VIII. LETTERS TO THE BOARD:

A. Letter from Ms. Jan King requested pool use for a group of 50. No indication of local residency. Assuming non-residency of the group, request not approved.

B. Continuing correspondence with Mr. Bill Arnold, regarding a boat variance request. Homeowner will participate in upcoming Executive Session for resolution.

IX. POOL COMMITTEE: No recommendations.

X. LANDSCAPE COMMITTEE: No recommendations.

XI. COVENANTS COMMITTEE:

A. MOTION made/seconded (DeLarge/Westphal) to approve additional 30-day suspension of pool privileges for unresolved violation, Account #19377 (items in yard), as recommended by committee. Unanimously approved.

B. MOTION made/seconded (Westphal/DeLarge) to approve lot cleanup with costs to be assessed to Account #21666 (weeds and landscape maintenance), as recommended by committee. Unanimously approved. (Budget code: 86500.)

C. MOTION made/seconded (Stimpson/DeLarge) to approve lot cleanups with costs assessed to Accounts #19991 and #20002 (weeds violations) as recommended by committee. (Account #19980 has been cleared.) Unanimously approved. (Budget code: 86500.)

D. MOTION made/seconded (DeLarge/Stimpson) to approve \$25.00 fine, Account #17755 (trash can violation), as recommended by committee. Unanimously approved.

E. MOTION made/seconded (DeLarge/Stimpson) to approve \$25.00 fine, Account #19985 (holiday decoration violation), as recommended by committee. Unanimously approved.

F. MOTION made/seconded (DeLarge/Stimpson) to approve \$25.00 fine, Account #19658 (boat storage violations) as recommended by committee. Unanimously approved.

XII. FINANCE COMMITTEE:

A. BALANCE SHEET REPORT:

Report for 30 June 2013: Operating Cash—\$506,439.44; Total Cash Reserve—\$880,125.03; Restricted Sunflower Mitigation Fund—\$13,680.23; Accounts Receivable—\$176,607.24; Other Assets—\$175,511.96; Prepaid Income Tax—\$6,076.00; Prepaid Insurance—\$2,832.00. Total Assets—\$1,761,271.90.

B. BUDGET RECOMMENDATION:

Budget has been approved within committee; available at next Board meeting.

XIII. ARCHITECTURAL REVIEW COMMITTEE:

Action regarding RV variance postponed pending committee input.

XIV: ACTIVITIES/EVENTS:

8 July 2013 block party successful. Next scheduled block party event, 12 August.

XV. NEW BUSINESS:

A. FIELD USE POLICY:

MOTION made/seconded (Westphal/Stimpson) to approve the field use policy as presented. Unanimously approved.

B. RESERVE STUDY RENEWAL:

MOTION made/seconded (Stimpson/DeLarge) to approve renewing the reserve study report by Association Reserves at a cost of \$2,280.00/year for a three-year flat rate. Unanimously approved. Budget code: 81008.

C. PARCEL SIGN REFINISH:

MOTION made/seconded (Westphal/DeLarge) to approve proposal from The Painted Gecko, Tucson, at cost not to exceed \$19,018.43, including tax, for refinishing all steel monument signs in CRCA, with condition that contractor will refinish one sign and allow the Board president to inspect and authorize proceeding with the rest of the signs included in the proposal. (Mr. Lambert indicated concern regarding licensing and requested input from legal counsel before proceeding.) Unanimously approved. Budget code: 1403.

D. COMMUNITY CENTER PARKING LOT LIGHTING:

MOTION made/seconded (Stimpson/DeLarge) to approve proposal from Reluminations for installation of one additional light fixture at the Community Center front parking lot at a cost of \$6,513.78 including tax, plus the cost of Marana permits and \$400.00 for electrical engineer drawings. Unanimously approved. Budget code: 81015.

E. WINDMILL PARK ADDITIONAL PAVERS:

MOTION made/seconded (Stimpson/DeLarge) to approve proposal from Beyond Brick, Tucson, at cost not to exceed \$3,135.00 including tax, for installation of

additional brick pavers at Windmill Park around the tree planter bed. Four affirmative votes; one negative vote (Westphal). Motion carried. Budget code: 81015.

XVI. UNFINISHED BUSINESS:

A. RICHMOND ESTATES MONUMENT SIGN:

Management to get price for sandblasting and refinishing the letters.

B. WINDMILL OFFICE MONUMENT:

MOTION made/seconded (Lambert/Vollbrecht) to postpone action. Unanimously approved.

C. PARCEL 26 SLOPE EROSION AND RIP RAP:

MOTION made/seconded (DeLarge/Stimpson) to approve proposal from Diamond Jade Concrete, Tucson, at cost not to exceed \$1,297.23 including tax, to install grouted rip rap to match existing surrounding rip rap for the repair of erosion in the drainage way along Parcel 26 and Twin Peaks Road. Unanimously approved. Budget code: 87000.

D. DOG WASTE SIGNS:

MOTION made/seconded (DeLarge/Vollbrecht) to approve proposal from Roadsafe, Tucson, at cost of \$379.13 plus installation for six dog waste signs with fine noted, and installation charges by ProCare Community Services, Tucson at cost of \$45.00 per hour plus materials. (Mrs. Westphal determined anticipated completed cost for six installed signs, \$638.00.) Unanimously approved.

Mr. Walt Ross, N. Veridian Drive, suggested including authorized fine charges to each sign.

XVII. RATIFY ACTIONS IN LIEU:

Two Actions in Lieu noted—(1) approving proposal by Plumb Plumbing for flush valve replacement at Windmill Park pool restroom, at cost of \$1,431.67 including tax; and (2) approving the Nominating Committee meeting of 8 July 2013 as a closed meeting for the purpose of candidate interview questions development by the committee.

XVIII. MANAGER'S REPORTS:

Two reports presented for June and July 2013. Mr. Seng highlighted website issues; repairs under warranties of security cameras and the Windmill playground shade cover; completion of renovations to the Community Center pool equipment room; repairs to the Windmill pool restroom; fewer pool rule violations; storm debris cleanup in pools; seasonal plant replacements with "baby" agaves being cultivated for less expensive replacements; block party satisfaction; resident pre-emergent spray requests; repairs to lighting at the park; solutions being sought for erosion at Parcel 69 basin, etc

XIX. HOMEOWNER FORUM:

The president read the prepared protocol statements for the handling of topics not included in the agenda, to be presented by residents.

Mr. John Alvarez, suggested Pledge of Allegiance at the beginning of each meeting; and had questions about a letter that was sent to residents by the Association's attorney.

Mrs. Sandy Padilla questioned a decision made earlier in the meeting.

Ms. Annette Gilhuys, stated that the Seniors group does not represent the voice of the entire community.

Ms. Fiona Keller indicated concerns about getting younger residents to participate in HOA activities.

Ms. Phyllis Luse indicated continuing covenants concerns.

Mr. John Abraham commended the Board members for dedication and service to the community.

Mrs. Jan Mann asked about pool security violations, to which Mr. Seng responded they appear to be down with the recent installation of new tamper-free lighting.

XX. ADJOURNMENT:

MOTION made/seconded (Vollbrecht/Stimpson) to adjourn at 7:50 p.m. Unanimously approved.

Executive Session to follow.

Upcoming Dates:

Monthly Block Party—12 August 2013 at Windmill Park.

Board of Directors' Meeting—15 August 2013, 6:45 p.m. at the Community Center.

CONNIE DeLARGE, Secretary

Attachments for file:

Sign-in Sheets

Agenda

Committee Minutes: ARC, Landscape, Covenants

Letters to the Board

Field Use Policy

Contractor Proposals

Actions in Lieu

Manager's Reports: June and July 2013

(Minutes submitted by Edna M. Coburn)