

**CONTINENTAL RANCH COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – COMMUNITY CENTER
THURSDAY, 17 OCTOBER 2013– 6:45 P.M.**

The Board of Directors of the Continental Ranch Community Association met on Thursday, 17 October 2013 at the Community Center. Directors present: Mr. John Lambert, President; Ms. Peggy Bracken, 1st Vice President; Ms. Marilyn Stimpson, 2nd Vice President; Ms. Connie DeLarge, Secretary; Mrs. Karie Westphal, Treasurer; Mr. Robert Vollbrecht, Director. Also present: Mr. Josh Seng, Community Manager; Mr. Stephen Hinchliffe, Project Coordinator; Ms. Jocelyn Canovali, Office Assistant; Guest—Mr. Mike Grassinger, D-M Advocacy Group 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; not read.

II. ROLL CALL/QUORUM:

Six members of the Board of Directors were in attendance. Quorum of four required for the conduct of Association business. Five directors voting, without presiding officer voting, constitutes a unanimously-approved decision. One vacancy remains within the Board of Directors.

III. GUESTS:

Mr. Mike Grassinger, representative from the Davis-Monthan Advocacy Group, gave a short presentation about the Air Force Base and the mission of his advocacy group to promote Davis-Monthan AFB.

IV. PRESIDENT'S MESSAGE: None.

V. CONSENT AGENDA:

Guidance for consent agenda items was contained in the published agenda; not read.

Finance—11 September 2013; ARC—19 September and 3 October 2013; Landscape—1 October 2013; Covenants—2 October 2013. **MOTION made/seconded (Bracken/DeLarge) to accept the Consent Agenda as itemized. Unanimously approved.**

VI. AGENDA:

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

VII. APPROVAL OF MINUTES:

MOTION made/seconded (Stimpson/DeLarge) to adopt the 19 September 2013 minutes of the Board of Directors meeting as presented. Unanimously approved.

VIII. ACTIVITIES:

Recent Block Party noted; good turnout. Block parties scheduled monthly at Windmill Park.

IX. COVENANTS COMMITTEE:

A. ACCOUNT #19870—STREET PARKING: Action postponed by the president.

B. ACCOUNT #20274—LANDSCAPE DEBRIS, PARKING, TRAILER:

Letter received requesting extension on trailer parking; not read or acted upon.

MOTION made/seconded (DeLarge/Stimpson) to approve \$25.00 fine for outstanding violations as recommended by the Covenants Committee. Unanimously approved.

C. ACCOUNT #25802—TRASH CAN AND TRASH:

MOTION made/seconded (DeLarge/Stimpson) to approve another 30-day suspension of pool privileges and weekly \$25.00 fine until violations are corrected on Account #25802, as recommended by the Covenants Committee. Unanimously approved.

D. ACCOUNT #24743—TRASH CAN:

MOTION made/seconded (DeLarge/Stimpson) to approve \$25.00 fine on account #24743 for trash can violation as recommended by the Covenants Committee. Unanimously approved.

E. ACCOUNT #21153—WRECKED VEHICLE:

MOTION made/seconded (Bracken/Stimpson) to approve monthly \$25.00 fine until the vehicle has been removed on account #21153, as recommended by the Covenants Committee. Unanimously approved.

F. ACCOUNTS #24743, 18588, 19333—WEEDS:

Account #19332 requested extension until Monday (21 October 2013)—granted.

MOTION made/seconded (Stimpson/DeLarge) to approve lot cleanups with pre-emergent spray for accounts #24743 and #18588 with the costs assessed to the accounts, and account #19333 with cost assessed to account if not cleared after 21 October 2013, as recommended by the Covenants Committee. Unanimously approved.

G. ACCOUNTS #22936, 19332, 19740—WEEDS:

Accounts #22936 and 19332 have been cleared. **MOTION made/seconded**

(DeLarge/Stimpson) to approve \$25.00 fine on account #19740 as recommended by the Covenants Committee. Unanimously approved.

H. ACCOUNT #18505—WEEDS:

MOTION made/seconded (DeLarge/Bracken) to approve a \$25.00 fine on account

#18505 and authorize a lot cleanup if the violations have not been corrected by 31 October 2013, with costs assessed to the account as recommended by the Covenants Committee. Unanimously approved.

X. LANDSCAPE COMMITTEE:

A. NANDINA PLANT REPLACEMENTS:

MOTION made/seconded (Bracken/DeLarge) to approve proposal from Titan Landscape for replacement of dead/dying Nandina bushes on Twin Peaks Road with red Bird of Paradise, for a total of two 15-gallon red Bird of Paradise plants installed at a cost not to exceed \$230.00 as recommended by the Landscape Committee. Unanimously approved. Budget code—83005.

B. CASSIA PLANT REPLACEMENTS:

A resident questioned the upcoming approval of plants without going through the bid process. The president responded that plant replacement costs are authorized within the current Titan Landscape contract. **MOTION made/seconded (Stimpson/DeLarge) to approve the proposal from Titan Landscape for installation of fifty 15-gallon assorted plants from the existing plant pallet along Coachline Boulevard and Twin Peaks Road at a cost not to exceed \$5,750.00, as recommended by the Landscape Committee. Unanimously approved. Budget code—83005.**

XI. FINANCE COMMITTEE:

The president read the balance sheet report for 30 September 2013: Operating Cash--\$247,761.50; Total Cash Reserve--\$904.153/61; Restricted Sunflower Mitigation Fund--\$13,680.23; Accounts Receivable--\$84,057.04; Other Assets--\$175,511.96; Prepaid Income Tax--\$6,076.00; Prepaid Insurance--\$2,832.00; Total Assets as of 30 September 2013--\$1,434,072.34.

XII. POOL COMMITTEE: No recommendations.

XIII. ARCHITECTURAL REVIEW COMMITTEE: No recommendations.

XIV. ELECTION COMMITTEE:

Tally and certification of ballots will be done on 22 October 2013, pursuant to Bylaws, Section 3.13.

XV. NEW BUSINESS:

A. PARCEL 69 BASIN REPAIR:

MOTION made/seconded (Stimpson/DeLarge) to approve proposal by Pattison-Evanoff Engineering, Tucson, for analysis of the conditions and recommended basin repairs at Parcel 69, at a cost not to exceed \$1,875.00. Unanimously approved. Budget code—81015.

B. ANNUAL AUDIT:

MOTION made/seconded (DeLarge/Stimpson) to approve the proposal by J. Todd

Lundering CPA, Tucson for CRCA's 2013 year-end financial audit and filing of CRCA's tax returns at a cost of \$8,500.00. Unanimously approved. Budget code—81001.

C. ASSOCIATION MANAGEMENT CONTRACT RENEWAL:

MOTION made/seconded (Bracken/DeLarge) to approve a one-year contract renewal with HOA Management Solutions for the management of CRCA with no increases in management fees. Unanimously approved. Budget code—80004.

D. GRAFFITI ABATEMENT PROGRAM:

MOTION made/seconded (Stimpson/Westphal) to approve enrollment with the Town of Marana in their Pilot Program for graffiti abatement. Unanimously approved.

E. WINDMILL PARK RAMADA: Action postponed by the president.

XVI. UNFINISHED BUSINESS: None.

XVII. ACTION IN LIEU OF MEETING:

One action noted—Approval of Ad Hoc Committee meeting for replacement of the Windmill Park play structure to be held on 14 October 2013 at 10 a.m. at the Windmill Park Conference Room.

XVIII. MANAGER'S REPORT:

Mr. Seng highlighted continuing issues with the website update, but nearing completion; preparations being made for the annual meeting; a thank you to all the volunteers who worked on the brick paving project at Windmill Park, with special thanks to the boy scouts and to Titan Landscape for donation of materials, work, and lunch; refinishing of parcel signs throughout the community is completed, and Windmill monument sign is completed with landscaping installed; Vandalism incident, with a glass bottle tossed over the pool fence shattering on deck and into the pool. Oasis did extensive servicing to remove the glass; 14 October block party was well attended; Community Center light permits are approved and materials received, should be installed very soon; Light fixtures adjusted, plants trimmed back for better light coverage, and CR logo installed on the Richmond sign lighting project.

XIX. HOMEOWNER FORUM:

Prepared participation statement included in meeting agenda; not read.

Mr. Bill Cicala, Carefree Way, spoke about a recent *NW Explorer* article which quoted statements made by Sandy Padilla; to vouch as a past Election Committee member that resident volunteers were indeed present and handled the ballot counting process last year; contrary to the insinuations made by Padilla.

Ms. Sharon Schwartz, Scarlet Canyon, read a prepared statement regarding improper behavior toward her at the last meeting. Board members did not appear to be aware of any such incident.

Mr. Doug Childress, did not see the reported incident reported by Schwartz and questioned why she didn't file a complaint at the time of the alleged incident.

Ms. Roxanne Ziegler, Mountain Sky Drive, expressed intention to reapply to be considered as a member to the Finance Committee.

Ms. Laura Dodds, commented on Ms. Ziegler's inappropriate behavior at a previous Board meeting in regards to her request to join a committee.

Mr. John Abraham, Palm Brook, also commented on Ms. Ziegler's inappropriate behavior at a previous Board meeting in regards to her request to join a committee.

XX. ADJOURNMENT:
MOTION made/seconded (Bracken/Vollbrecht) to adjourn at 7:34 p.m.
Unanimously approved.

Executive session to follow.

UPCOMING DATES:

CRCA Annual Meeting—22 October 2013, 7:00 p.m., Twin Peaks Elementary School.

Incoming Board of Directors' Reorganizational Meeting—To be determined after election results are announced.

Monthly Block Party—11 November 2013, 5-8 p.m. at Windmill Park.

Board of Directors' Meeting— To be determined after election results are announced.

CONNIE DeLARGE, Secretary

Attachments for file:
Sign-in Sheets
Meeting Agenda
Committee Minutes
Financial Statement
Letter to the Board, not acted upon
Contractor Proposals
Action in Lieu
Manage's Report
Any other documents pertaining to the meeting

(Minutes submitted by Edna M. Coburn; rewritten by authority of the Board of Directors)