

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
November 19, 2013 at 6:45 pm
MEETING MINUTES

I. Roll Call/Quorum:

Directors Present: Mr. John Lambert, President; Mr. Nick Westphal, 1st Vice-President; Mr. Bill Dawes, 2nd Vice-President; Ms. Connie DeLarge, Treasurer; Ms. Marilyn Stimpson, Director at Large; Mr. Bob Vollbrecht, Director at Large. Excused absence noted for Ms. Peggy Bracken, Secretary. Also present: Mr. Josh Seng, Community Manager; Ms. Jocelyn Canovali, Office Assistant; and approximately 10 residents in the audience.

II. Call to Order:

Mr. John Lambert, President, called the meeting of the Board of Directors to order at 6:45 p.m.

III. Guests:

No guests were scheduled.

IV. President's Message:

Mr. Lambert welcomed the recently elected new Directors, Nick Westphal and Bill Dawes, to their positions on the Board.

V. Consent Agenda:

Acknowledge Committee Meeting Minutes: October 9, 2013 Finance; October 14, 2013 Ad Hoc; October 17, 2013 ARC; November 4, 2013 Pool; November 5, 2013 Landscape; November 6, 2013 Covenants; November 7, 2013 ARC; **Agenda Items:** VII-a approval of Covenants Committee membership renewal; VII-c, d, e, f, g, h, i approval of miscellaneous covenants violation penalties; IX-a approval of Landscape Committee membership renewal; XI-a approval of Pool Committee membership renewal; XII approval of Architectural Review Committee membership renewal. MOTION (DeLarge/Dawes) to approve consent agenda. Unanimously approved.

VI. Adopt the Agenda:

MOTION (DeLarge/Stimpson) to adopt the November 19, 2013 Board Meeting Agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

a. MOTION (Dawes/DeLarge) to adopt the October 17, 2013 Board Meeting Minutes. Unanimously approved.

b. MOTION (DeLarge/Vollbrecht) to adopt the October 25, 2013 Board Organizational Meeting Minutes. Unanimously approved.

VIII. Covenants Committee:

Items a, c, d, e, f, g, h, i – approved under Consent Agenda

b. Street Parking Complaint ID #19870 – It was noted that a parking variance request had been received, for handicapped owner of vehicle to park in the street. MOTION (Lambert/Vollbrecht) to grant temporary variance for the handicapped vehicle street parking for a period of 6-months. Unanimously approved. MOTION to dismiss the recommend \$25 fine on the account. Unanimously approved.

IX. Landscape Committee:

Item a – approved under Consent Agenda

b. Backflow Valve Insulation Cover Replacements – MOTION (DeLarge/Vollbrecht) to approve the proposal from Titan Landscape for replacement of 33 backflow valve covers and 36 matching locks following the reserve study at a cost NTE \$5,826, as recommended by the Landscape Committee. Unanimously approved. (*Reserve Study Item #1032*)

c. Granite Replenishment - MOTION (Stimpson/Dawes) to approve installation of annual granite replenishment by Titan Landscape at a cost NTE \$20,850 as recommended by the Landscape Committee. Unanimously approved. (*Reserve Study Item #1040*)

d. Tree Removal – MOTION (Stimpson/DeLarge) to approve the proposal by Brijer Resources for the removal of three smaller Palo Verde Trees at Mountain Shadows at a cost NTE \$200.00 total. Unanimously approved. (*Budget Code 8300*)

X. Finance Committee:

a. Balance Sheet Report for October 31, 2013:

Figures read by Mr. Lambert; Operating Cash \$445,166.34; Total Cash Reserve \$906,100.67; Restricted Sunflower Mitigation Fund \$13,680.23; Accounts Receivable \$79,876.55; Other Assets \$175,511.96; Pre-Paid Income Tax \$6,076.00; Pre-Paid Insurance \$2,832.00; October 31, 2013 Total Assets \$1,629,243.75.

b. Committee Membership Renewal – MOTION (Stimpson/DeLarge) to renew 2014 membership to the Finance Committee for the following: Lucas Baer, Doug Goodall, Dale Henson, and Nick Westphal. Six vote in favor, one opposed (Westphal). Motion carries.

XI. Pool Committee:

Item a – approved under Consent Agenda

b. Lap Lane Lines Replacement – Postponed

XII. Architectural Review Committee:

Item a – approved under Consent Agenda

XIII. Activities / Events:

a. Block Parties – Noted that these events continue to be well attended; scheduled every second Monday at Windmill Park; to be held next on December 9, 2013.

- b. **Adopt-a-family** – MOTION (Lambert/DeLarge) to approve \$1,000 for use towards the CRCA adopt-a-family. Unanimously approved.
- c. **Photos with Santa Food Drive** – Scheduled for December 7, 2013 at Windmill Park.
- d. **Holiday Caroling** – Scheduled for December 21, 2013; pending confirmation from caroling group.
- e. **Holiday Light Contest** – MOTION (DeLarge/Dawes) to approve \$500 for Holiday Lighting Contest prizes. Unanimously approved. Judging scheduled for December 18, 2013.

XIV. New Business:

- a. **Annual Backflow Testing** – MOTION (Stimpson/DeLarge) approve the contract renewal with Arizona Plumbing Contractors for the annual required backflow valve testing agreeing to the terms presented in their proposal. Unanimously approved. (*Budget Code 83007*).

XV. Old Business:

- a. **Parcel 69 Basin Repair** – Postponed
- b. **Windmill Park Ramada** – Postponed

XVI. Actions in Lieu of Meeting: None

XVII. Manager Report:

Mr. Seng noted the completion of several projects- website repairs, election process, seasonal turf transition, plant replacements, and emergency flag pole repair; projects underway- Community Center light pole installation, annual audit, Coachline irrigation replacement; also noted the seasonal closure of the Community Center pool scheduled for December 1, 2013.

XVIII. Homeowner Forum:

Resident John Abraham; Palm Brook Drive spoke about street parking and sidewalks.

XIX. Adjournment:

MOTION (DeLarge/Stimpson) to adjourn at 7:10 P.M. Unanimously approved.

Executive Session to follow.

Next Board of Directors Meeting scheduled for January 21, 2014 at 6:45 P.M. as Community Center.

CONNIE DeLARGE, Secretary

Minutes submitted by Josh Seng, Community Manager as approved by the Board of Directors