

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
January 21, 2014 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. Peggy Bracken, Secretary; Ms. Connie DeLarge, Treasurer; Ms. Marilyn Stimpson, Director at Large; Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager; Ms. Aime Salinas, Accounts Manager; and approximately 6 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:

No message was given.

V. Adopt the Agenda:

MOTION (Bracken/Vollbrecht) to adopt the January 21, 2014 Board Meeting Agenda. Unanimously approved.

VI. Consent Agenda:

Acknowledge Committee Meeting Minutes: November 13, 2013 Finance; November 21, 2013 ARC; December 3, 2013 Landscape; December 4, 2013 Covenants; December 5, 2013 ARC; December 9, 2013 Finance; December 19, 2013 ARC; January 2, 2014 Covenants; January 2, 2014 ARC; January 6, 2014 Pool; January 7, 2014 Landscape; January 13, 2014 Finance;

Agenda Items: approval of Covenants Committee recommendations ID #'s 24743, 20297, 21153, 20274, 21819; approval of Landscape Committee recommendations IX-a. additional plantings, b. removal of damaged trees, c. Long Creek Drive common area enhancement, d. Parcel 28 tot lot enhancement, e. windmill basin slope erosion control and granite install; approval of Pool Committee recommendations XI-a. community center filter sand replacement, b. lap lane line replacements, c. pool furniture replacements, d. windmill park deck reseal.

MOTION (DeLarge/Stimpson) to approve consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

a. MOTION (Stimpson/Bracken) to adopt the November 19, 2013 Board Meeting Minutes as presented. Unanimously approved.

VIII. Covenants Committee:

Committee Recommendations from December 4, 2013, items a-ii, a-iii, b AND Committee Recommendations from January 2, 2014, items a-i, b-ii, b-iii, c-i – approved under Consent Agenda;

ID #25802 ARC Approval Required for Patio Addition – MOTION (Westphal/Lambert) to approve the recommend \$25 fine and 30-day pool suspension on the account. Unanimously approved. *Management directed by Board to file complaint against the property with the Town of Marana for construction without a building permit.*

ID #18257 Chain-link fencing – MOTION (Stimpson/Dawes) to not approve the Covenants Committee recommendation for variance. Unanimously approved. *Owner to be given two-weeks to bring into compliance.*

IX. Landscape Committee:

All items approved under Consent Agenda

X. Finance Committee:

a. Balance Sheet Report for December 31, 2013:

Figures read by Mr. Lambert; Operating Cash \$502,033.59; Total Cash Reserve \$894,348.16; Restricted Sunflower Mitigation Fund \$13,680.23; Accounts Receivable \$152,553.57; Other Assets \$175,511.96; Pre-Paid Income Tax \$6,076.00; Pre-Paid Insurance \$2,832.00; December 31, 2013 Total Assets \$1,747,035.51.

b. Certificate of Deposit – MOTION (Stimpson/Bracken) approve the Finance Committee recommendation for rolling over the matured GE Capital Bank CD to a new CD with the highest rate available. Unanimously approved.

XI. Pool Committee:

All items approved under Consent Agenda

XII. Architectural Review Committee:

No recommendations this month

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 February 10, 2014.

b. Easter Egg Hunt – MOTION (Lambert/DeLarge) to approve Egg Hunt budget of \$7,340 as presented. Unanimously approved. *(Budget Code 86001)* MOTION (DeLarge/Stimpson) to approve purchase four EZ-Ups from Costco NTE \$1,000 and portable mega-phone from RadioShack NTE \$75. Unanimously approved. *(Budget Code 86000)*

XIV. New Business:

a. Landscape Maintenance Contract Renewal – MOTION (DeLarge/Vollbrecht) to approve the Titan Landscape maintenance contract to extend through October 31, 2014. Unanimously approved. *(Budget Code 83001)*

- b. **HVAC Maintenance Contract Renewal** – MOTION (Westphal/Vollbrecht) to approve the HVAC Maintenance contract renewal with Perry Heating & Cooling. Unanimously approved. (*Budget Code 87007*)
- c. **Parcel-39 Tot Lot Asphalt Seal Coat** – MOTION (Bracken/Vollbrecht) to approve the proposal with Bates Paving for asphalt seal coat at the parcel 39 tot lot. Unanimously approved. (*Reserve Study Item-#202*)
- d. **Windmill Park Flagpole** – *item postponed*
- e. **Sunflower Association Pool Keys** – MOTION (Lambert/Dawes) to recover the keys currently held at the Sunflower management office and allow admittance to the pools and/or check-out of keys to be handled by the Windmill CRCA management office for temporary use by Sunflower residents of up to 2-weeks per year; Sunflower residents who wish to acquire their own pool key for the regular use of the CRCA pools shall follow the resolution approved in 2003 by paying a Special Use Fee equivalent to the full member assessment amount. Unanimously approved.
- f. **Community Center Policy** – MOTION (Bracken/Lambert) to revise existing Community Center Rental Policy to eliminate the discount option for 501(c)(7) status groups. Unanimously approved.
- g. **Volunteer Luncheon** – MOTION (Lambert/Vollbrecht) to supplement funding of the volunteer luncheon from the activities budget to cover costs if donated funds are lacking. Unanimously approved. (*Budget Code 86000*)

XV. Old Business:

- a. **Parcel 69 Basin Repair** – MOTION (Lambert/DeLarge) to approve the contract from Titan Landscape NTE \$5,100 for basin restoration by removal of sediment and power washing the buried riprap. Unanimously approved. (*Budget Code 81015*)

XVI. Actions in Lieu of Meeting:

- a. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves the proposal by Juan Barba & Associates for evaluation of all trees maintained by CRCA for the purposes of the annual tree pruning service at a cost NTE \$2,260.00.

XVII. Manager Report:

Mr. Seng presented a request for use of the Community Center by Marana Sports league for a date in February: MOTION (Vollbrecht/DeLarge) to approve Marana's request for use of the Community Center on February 16th 7:30 A.M. – 2 P.M. Five in favor, one opposed (Westphal). Motion carried. Mr. Seng noted success of holiday events; office roof leak repairs and challenges with the roofing contractor; termite warranty treatment serviced; monument lighting repairs; graffiti criminal apprehended and sentenced through Marana Judicial; common area benches installed, Community Center pool closed on December 1st and furniture stacked for winter storage; pool lane line broken at Windmill Park; Community Center additional parking lot pole install completed; CRCA annual financial audit nearly complete, Coachline irrigation project nearly complete.

XVIII. Homeowner Forum:

Resident Bill Cicala gave compliments to Paula Bellina of management.

Resident Doug Childress thanked the Board for their service.

XIX. Adjournment:

MOTION (DeLarge/Dawes) to adjourn at 7:43 P.M. Unanimously approved.

Executive Session to follow.

Next Board of Directors Meeting scheduled for February 18, 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