

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
November 18, 2014 at 6:45 pm

MEETING MINUTES

I. Roll Call/Quorum:

Directors Present: Mr. John Lambert, President; Mr. Bill Dawes, 1st Vice-President; Mr. Nick Westphal, 2nd Vice-President; Ms. Peggy Bracken, Secretary; Ms. Marilyn Stimpson, Treasurer; Mr. Al Diaz, Director at Large; Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager and Mr. Stephen Hinchliffe, Project Coordinator; and approximately 4 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 Presidents Message was given.

V. Adopt the Agenda:

MOTION (Vollbrecht/Stimpson) to adopt the November 18, 2014 Board Meeting Agenda. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: October 1, 2014 Covenants; October 2, 2014 ARC; October 7, 2014 Landscape; October 13, 2014 Finance; October 16, 2014 ARC; Covenants Committee items b., c., d., f., g., h., i., j., k.; Landscape Committee item a.; ARC item a.; **MOTION (Bracken/Vollbrecht)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

a. **MOTION (Dawes/Vollbrecht)** to approve the October 14, 2014 Board Meeting Minutes as presented. Unanimously approved.

b. **MOTION (Stimpson/Vollbrecht)** to approve the October 24, 2014 Reorganizational Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

No topics presented by audience; one audience member thanked the Board for their service.

IX. Requests to the Board:

- a. **Newsletter Request – MOTION (Stimpson/Vollbrecht)** to not accept request for free article in the newsletter. Five in favor, two opposed (Bracken, Diaz). Motion carried.

X. Activities / Events:

The following were noted-

- a. **Photos with Santa Food Drive** – at Community Center Dec. 6th 10am-2pm
- b. **Food Truck Roundup** – every 2nd Monday at Windmill Park; next is Dec. 8th
 - i. **Event Advertisement Signs – MOTION (Westphal/Dawes)** to not approve purchase of signs. Unanimously approved.
- c. **Weekly Farmers Market** – Moved to Private Property Location on Twin Peaks Road.

XI. Finance Committee:

- a. **Balance Sheet Report for October 31, 2014** Operating Cash \$542,358.47; Total Cash Reserve \$856,749.06; Accounts Receivable \$117,592.82; Other Assets \$169,017.96; Pre-Paid Income Tax \$6,026.00; Pre-Paid Insurance \$2,832.00; October 31, 2014 Total Assets \$1,694,576.31.

XII. Covenants Committee:

**Items b., c., d., f., g., h., i., j., k. approved on consent agenda.*

- a. **Fine Policy – MOTION (Westphal/Bracken)** to approve recommendation from the committee to make winter suspensions retroactive. Unanimously opposed. Motion fails.
- b. **ID #25802**
 - i. **Trash Can & Trash Violation** – \$100 weekly fine and 30-day pool suspension.
 - ii. **Lack of approval for Patio Addition** – \$100 weekly fine and 30-day pool suspension until the owner submits an ARC application.
- c. **ID #20317 (RV Parking)** – \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #19201 (Broken Basketball Hoop Backboard)** – \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #32444 (Lack of Approval for back patio lattice) – MOTION (Lambert/Diaz)** impose \$25 monthly fine and 30-day pool suspension. Unanimously approved.
- f. **ID #26346 (Lack of approval for security screen door)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #25117 (Trailer Parking)** – \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- h. **ID #19717 (Landscape Parking)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- i. **ID #20426 (Dead Trees)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for November 19, 2014 if property is not brought into compliance by November 18, 2014.
- j. **ID #20048, #18039, #26917, #18301, #24763, 36567, #21133, #21172 (Weeds)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for November 19, 2014 if property is not brought into compliance by November 18, 2014.
- k. **ID #19996 (Weeds & Tree Encroachment)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for November 19, 2014 if property is not brought into compliance by November 18, 2014.

XIII. Landscape Committee

**Item a. approved on consent agenda.*

- a. **Committee Membership Renewal** – renew 2015 membership to the Landscape Committee for the following: Annette Gilhuys, John Lambert, Nancy Lambert and Rob Palfreyman.
- b. **Tree Replacement Yellow Moon Park – MOTION (Lambert/Dawes)** to install one 24-inch Swan Hill Olive Tree at the Yellow Moon Park to replace the tree previously removed. Unanimously approved.
- c. **Emergency Removal of Dead Tree, Parcel 28 – MOTION (Lambert/Dawes)** to approve proposal by Brijer Resources to remove dead tree, NTE \$400. Unanimously approved.

XIV. Architectural Review Committee

**Item a. approved on consent agenda.*

- a. **Committee Membership Renewal** – renew 2015 membership to the Landscape Committee for the following: Nancy Lambert, Dave Lawrence, Karie Westphal, Al Diaz, and Duane Snider.

XV. Pool Committee – No recommendations this month

XVI. New Business:

- a. **Windmill Pool Timers – MOTION (Dawes/Bracken)** to approve proposal by Oasis Pool Service for installation of timers on circulation pumps at the Windmill Pool, NTE \$1,479.38. Unanimously approved.
- b. **Website Email Blast – MOTION (Bracken/Dawes)** to approve proposal from Graphic Fusion Design for repair of the website email function, NTE \$500. Unanimously approved.
- c. **Office Computer Warranty – MOTION (Westphal/Bracken)** to approve proposal from Dell Computer for purchase of extended warranty on the Manager’s & Bookkeeper’s computers for 1-year term NTE \$199 (per computer). Unanimously approved.
- d. **Office Tile Maintenance – MOTION (Lambert/Stimpson)** to approve proposal from Grout Connection for cleaning and resealing the \$1,013.75
- e. **Community Center Thermostat Upgrade – MOTION (Westphal/Dawes)** to approve proposal from Intelligent Design for replacement and relocation of thermostats at the Community Center, NTE \$1,185. Unanimously approved.
- f. **Backflow Certifications – MOTION (Westphal/Bracken)** to approve Arizona Plumbing to perform annual backflow tests. Unanimously approved.

XVII. Old Business:

- a. **Credit Card Processing Merchant Services** – No action taken
- b. **Windmill Pool Restroom Remodel – MOTION (Lambert/Peggy)** to approve proposal by Hayes Construction for remodel of the Windmill Park pool restrooms, excluding the option for replacement of heaters, NTE \$57,370. Unanimously approved.
- c. **Windmill & Community Center Pool Showers** – Postponed
- d. **Pool Key Card System** – No action taken
- e. **Playground Sand - MOTION (Bracken/Lambert)** for approval of proposals from HOA Playground Services for service and replenishment of sand at all CRCA playgrounds, NTE \$7,641. Unanimously approved.

- f. **Pro-Care Janitorial Service Contract Update – MOTION (Bracken/Stimpson) to approve updated contract for Pro-Care Janitorial Service as presented.**

XVIII. Manager Report:
No report was given.

XIX. Adjournment:
MOTION (Vollbrecht/Bracken) to adjourn at 6:57 P.M. Unanimously approved.

Executive Session to follow.

Next Board of Directors Meeting scheduled for January 20, 2015 at 6:45 P.M. as Community Center.

Marilyn Stimpson, Secretary

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