

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
September 15, 2015 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; Mr. Al Diaz, Director at Large. Excused absence noted for Ms. Marilyn Stimpson, Treasurer and Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager; and 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 scheduled guests.

IV. President's Message:

No report given.

V. Adopt the Agenda:

MOTION (Westphal/Bracken) to adopt the September 15, 2015 Board Meeting Agenda. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: August 3, 2015 Pool; August 3, 2015 Landscape; August 5, 2015 Covenants; August 6, 2015 ARC; August 10, 2015 Finance; August 20, 2015 ARC; **MOTION (Dawes/Westphal)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

- a. **MOTION (Bracken/Dawes)** to approve the August 18, 2015 Board Meeting Minutes as presented. Unanimously approved.
- b. **MOTION (Dawes/Diaz)** to approve the August 21, 2015 Board Certify Slate of Candidates Meeting Minutes as presented. Unanimously approved.
- c. **MOTION (Lambert/Dawes)** to ratify the decisions made at the August 21, 2015 Emergency Executive Board Meeting, to 1.) Use Clint Goodman, now with Goodman Law, for future collection accounts and keep existing accounts with Vial Fotheringham; 2.) Terminate Titan Landscape and approve the contract with Landtamers Landscaping for maintenance of the CRCA common areas. Unanimously approved.

VIII. Homeowner Forum:

Resident Doug Childress thanked the Board for their service.

IX. Homeowner Requests

- a. **Request for Donation from Rattlesnake Ridge Elementary – MOTION (Lambert/Bracken)** to deny their request for a donation from the HOA to the school carnival. Unanimously approved.

X. Activities / Events:

The following was noted-

- a. **Food Truck Roundup** – every 2nd Monday at Windmill Park; next to be October 12th.

XI. Pool Committee: No Business

XII. Landscape Committee: No Business

XIII. Finance Committee:

- a. **Balance Sheet Report for August 31, 2015** Operating Cash \$432,037.90; Total Cash Reserve \$951,358.33; Accounts Receivable \$137,816.91; Other Assets \$163,502.96; Pre-Paid Income Tax \$5,447.00; Pre-Paid Insurance \$2,832.00; August 31, 2015 Total Assets \$1,692,995.10.

XIV. Election Committee

- a. **2015 Election Procedure – MOTION (Diaz/Bracken)** to approve procedure as presented. Unanimously approved.

XV. Covenants Committee:

**All items approved on the consent agenda*

- a. **ID #25802 (Lack of approval for Patio Addition)** – \$100 weekly fine and 30-day pool suspension until the owner submits an ARC application.
- b. **ID #18390 (Trash Cans)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #20122 (Holiday Lights)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #27089 & #21169 (Trash Cans)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #21169 (Landscape Parking)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #21169 (Unightly Material)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #17812, #18550, #19380, #19821, #21169 (Weeds)** – \$25 fine and 30-day pool suspension & lot cleanup scheduled for September 16, 2015 if property not brought into compliance by September 15, 2015.

XVI. New Business:

- a. **Covenants Violation ID #18701 (Boat) – MOTION (Dawes/Diaz)** to approve \$25 weekly fine following the approved covenants enforcement policy. Unanimously approved.
- b. **Windmill Office Roof Tile Repairs – MOTION (Bracken/Dawes)** to approve proposal from Crest Roofing for repairing roof tiles on the Windmill Park Office roof, NTE \$674.75. Unanimously approved.

- c. **Landlord Lease Compliance – MOTION (Lambert/Bracken)** to approve \$25 fine and 30-day pool suspension for rental properties who have not submitted the required acknowledgement form as presented on the list of outstanding properties. Unanimously approved.
- d. **Pre-Sale Inspection Findings ID #18360 (Wooden Fence Height) – MOTION (Diaz/Lambert)** for ruling that fence shall not exceed height of perimeter block wall. Unanimously approved.

XVII. Old Business – No Old Business

XVIII. Manager Report:

Mr. Seng provided report to Board; 31 homes sold and closed in Continental Ranch and 5 homes in Sunflower; a request was presented and approved for a community dumpster bulk waste collection service sponsored by the Town of Marana; upcoming street repair plans by the Town of Marana were presented; ballots in process of printing and mailing to meet the September 20 deadline; 2015 Annual Meeting to be held at Lemman Academy of Excellence; common area erosion repair project completed; Community Center Pool closed as scheduled on September 14th; new landscape contractor started work on September 4th; office phone replacement still underway; next Block Party scheduled for October 12th from 5pm – 8pm.

XIX. Adjournment:

Meeting adjourned at 7:16 P.M.
Executive Session to follow.

Next Board of Directors Meeting scheduled for October 13, 2015 at 6:45 P.M. at Community Center.

Marilyn Stimpson, Secretary

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