

Continental Ranch Community Association  
Board of Directors Meeting at the Community Center  
December 15, 2015 at 6:45 pm  
MEETING MINUTES

**I. Roll Call/Quorum:**

Directors Present: Mr. John Lambert, President; Mr. Nick Westphal, 1<sup>st</sup> Vice-President; Mr. Bill Dawes, 2<sup>nd</sup> Vice-President; Mr. Al Diaz, Secretary; Ms. Marilyn Stimpson, Treasurer; Mr. Bill Cicala, Director at Large; and Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager and Stephen Hinchliffe, Project Coordinator; 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:**

Shirley Crowder and Michelle Dean with Centerline Solutions, and Nikhil Jadhav, RF Engineer from Verizon Wireless.

**IV. President's Message:**

Mr. Lambert noted that Waste Management had announced an upcoming increase in their rates.

**V. Adopt the Agenda:**

**MOTION (Westphal/Vollbrecht)** to adopt the December 15, 2015 Board Meeting Agenda. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: November 2, 2015 Pool; November 2, 2015 Landscape; November 4, 2015 Covenants; November 5, 2015 ARC; November 9, 2015 Finance; November 19, 2015 ARC; **MOTION (Westphal/Cicala)** to accept consent agenda. Unanimously approved.

**VII. Approval of Board Meeting Minutes:**

a. **MOTION (Dawes/Diaz)** to approve the November 17, 2015 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Resident Doug Childress thanked the Board for their service.

**IX. Activities / Events:**

*The following were noted-*

- a. **Food Truck Roundup** – every 2nd Monday at Windmill Park; next to be January 11, 2016.
- b. **Holiday Decorating Contest** – Judging December 16<sup>th</sup>

- X. Finance Committee:**
- a. **Balance Sheet Report for November 30, 2015** Operating Cash \$636,780.08; Total Cash Reserve \$974,802.68; Accounts Receivable \$218,517.61; Other Assets \$163,502.96; Pre-Paid Income Tax \$5,447.00; Pre-Paid Insurance \$2,832.00; November 30, 2015 Total Assets \$2,001,882.33.
- XI. Pool Committee:**
- a. **2016 Swim Lessons – MOTION (Cicala/Dawes)** to approve Saguaro Aquatics proposal for 2016 as recommended by the Pool Committee. Unanimously approved.
- XII. Landscape Committee:**
- a. **Coachline Plantings – MOTION (Dawes/Vollbrecht)** to approve purchase and installation of eighteen 15-gallon oleander shrubs by Landtamers Landscaping at the contracted rate, NTE \$1,350, as recommended by the Landscape Committee. Unanimously approved.
- b. **Annual Upper Tree Pruning – MOTION (Dawes/Stimpson)** to approve proposal from Brijer Resources for annual upper tree pruning NTE \$14,410, as recommended by the Landscape Committee. Unanimously approved.
- c. **Irrigation System Replacement – MOTION (Dawes/Diaz)** to approve proposals from Landtamers Landscaping for replacement of irrigation along parcel 47/69 NTE \$12,257 and at Yellow Moon Park NTE \$4,426, as recommended by the Landscape Committee; \$8,000 to be used from the reserves for the parcel 47/69 system. Unanimously approved.
- XIII. Covenants Committee:**
- 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 #21169 (Trash Cans)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #21169 (Unsightly Material)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #21169 (Landscape Parking)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #22589 (Trailer Parking)** – \$50 weekly fine and 30-day pool suspension until the property is brought into compliance.
- g. **ID #25025 (Trash Cans)** – \$50 monthly fine and 30-day pool suspension until property is brought into compliance.
- h. **ID #19377 (Unsightly Materials)** - \$25 weekly fine and 30-day pool suspension until property is brought into compliance.
- i. **ID #17780, #20209, #20547 (Trash Cans)** – \$25 weekly fine and a 30-day pool suspension & lot cleanup scheduled for November 18, 2015 if property is not brought into compliance by November 17, 2015.
- j. **ID #18637 & #20122 (Weeds)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for December 16, 2015 if property is not brought into compliance by December 15, 2015.

- k. ID #22554, #23192, #18487, #22497 (Tree Encroachment) – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for December 16, 2015 if property is not brought into compliance by December 15, 2015.

**MOTION (Cicala/Vollbrecht)** to approve all covenants violations as recommended by the Covenants Committee. Unanimously approved.

**XIV. New Business:**

- a. **Wireless Communications Facility (Verizon Cell Tower) – MOTION (Cicala/Dawes)** to approve contract with Verizon Wireless for installation of wireless communications facility at Windmill Park, contingent upon final legal review. Discussion. Unanimously approved.

**XV. Old Business:**

No Old Business

**XVI. Manager Report:**

Mr. Seng provided report to Board; 5 homes sold and closed in Continental Ranch and 0 homes in Sunflower; Photos With Santa event went well; Parcel-3 Split Rail Fence installation completed; Residential Pre-Emergent Service completed; Annual Backflow Certifications completed; Office Computer replacements completed **MOTION (Lambert/Dawes)** to donate old computers to Big Brothers & Big Sisters charity, unanimously approved; Windmill Pool restroom remodel project in process and on schedule; Splash Pad contractor working on scheduling slab coating prep; Association tax parcel consolidation request submitted to Pima County on November 30; Documentation submitted to CPA for annual financial audit; Waste Management notice for monthly rate increases effective January 1<sup>st</sup> of \$1.02 for once per week service and \$1.32 for twice per week service.

**XVII. Adjournment:**

Meeting adjourned at 7:28 P.M.  
Executive Session to follow.

**Next Board of Directors Meeting scheduled for January 19, 2016 at 6:45 P.M. at Community Center.**

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Al Diaz, Secretary

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