

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
January 19, 2016 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; 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 7 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:

Joe Higgins of Lemman Academy of Excellence

IV. President's Message:

None given.

V. Adopt the Agenda:

MOTION (Westphal/Dawes) to adopt the January 19, 2016 Board Meeting Agenda. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: December 2, 2015 Covenants; December 3, 2015 ARC; December 7, 2015 Pool; December 7, 2015 Landscape; December 14, 2015 Finance; December 17, 2015 ARC. **MOTION (Dawes/Vollbrecht)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

a. **MOTION (Dawes/Diaz)** to approve the December 15, 2015 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

Resident Doug Childress thanked the Board for their service. Students from Marana High School spoke with the Board about a project they are working on with Marana Police Department.

IX. Activities / Events:

The following were noted-

a. **Food Truck Roundup** – every 2nd Monday at Windmill Park; next to be February 8, 2016.

- b. **Annual Easter Egg Hunt – MOTION (Lambert/Vollbrecht)** to approve the event cost breakdown presented to the Board by management. Unanimously approved.

X. Finance Committee:

- a. **Balance Sheet Report for December 31, 2015** Operating Cash \$583,058.50; Total Cash Reserve \$983,922.05; Accounts Receivable \$177,887.30; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; December 31, 2015 Total Assets \$1,911,084.81.

XI. Pool Committee:

- a. **Concrete Tables – MOTION (Dawes/Stimpson)** to approve proposal from Precision Precast for six new concrete tables at a cost NTE \$4,688 following the reserve study as recommended by the Pool Committee. Unanimously approved.
- b. **Pool Umbrellas – MOTION (Cicala/Vollbrecht)** to approve proposal from Two Kings Hospitality for two new table umbrellas NTE \$1,333 following the reserve study as recommended by the Pool Committee. Unanimously approved.
- c. **Community Center Pool Deck** – No action taken.
- d. **Pony Wall Staining – MOTION (Westphal/Diaz)** to approve proposal from Approved Painting to re-stain concrete wall caps around Windmill Pool & Park area NTE \$375, as recommended by the Pool Committee. Unanimously approved.

XII. Landscape Committee: No Business

XIII. Covenants Committee:

- a. **ID #18390 (Trash Cans)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #21169 (Trash Cans)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #21169 (Unsightly Material)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #21108 (Trash Cans)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #21687 (Trailer Parking)** – \$25 weekly fine and a 30-day pool suspension to be imposed if trailer is witnessed by covenants inspection within the next 90-days.
- f. **ID #19122 (Vehicle Restriction)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance. *Owner attended meeting to request variance; Board offered alternative solutions.
- g. **ID #17784 (Duty of Maintenance)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- h. **ID #21819, #27070 (Weeds)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for January 20, 2016 if property is not brought into compliance by January 19, 2016.

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

MOTION (Cicala/Dawes) to waive fine & suspension for ID #19122. Unanimously approved.

XIV. New Business:

- a. **Association Insurance Policy Renewal** – No action taken; postponed.
- b. **Windmill Parking Lot Asphalt Seal – MOTION (Lambert/Vollbrecht)** to approve proposal from Sunland Asphalt for seal coating and restriping the Windmill Park main parking lot at a cost NTE \$3,910, following the reserve study. President requested “Nova Chip” application be inquired prior to starting work. Unanimously approved.
- c. **Community Center Facility Cameras – MOTION (Westphal/Cicala)** to approve proposal from Tucson Alarm (*formerly Guard Pro*) for purchase and installation of three indoor cameras for the Community Center interior at a cost NTE \$2,000 plus a \$10 per month increase in the monthly protection fee. Unanimously approved.
- d. **Rip Rap Repair – MOTION (Diaz/Cicala)** to approve proposal from Landtamers Landscaping for repair of common area rip rap at the end of River Rim Place at a cost NTE \$325. Unanimously approved.

XV. Old Business:

- a. **Community Center Remodel – MOTION (Lambert/Cicala)** to approve proposal from Strongbuilt Enterprise for remodeling the Community Center at a cost NTE \$55,801.52. Board noted that some components of remodel fall under the reserve study. Unanimously approved.

XVI. Manager Report:

Mr. Seng provided report to Board; 28 homes sold and closed in Continental Ranch and 9 homes in Sunflower; Volunteer Luncheon scheduled for January 23, 2016; noted a very successful Adopt-a-Family program; call for volunteers for the upcoming Egg Hunt event; Windmill Pool restroom remodel on schedule to be completed soon; pool maintenance scheduled for early February in preparation for March 1st reopening; monument landscape repaired following utilities construction; shrub installation project on Coachline complete; irrigation system replacement scheduled to begin soon; splash pad contractor scheduled to install deck coating soon; annual financial audit complete; signs needed for pool area **MOTION (Dawes/Cicala)** to approve proposal from Innovative Signs for several pool area signs NTE \$283.83. Six in favor, one opposed (Lambert); motion carried.

XVII. Adjournment:

Meeting adjourned at 7:35 P.M.
Executive Session to follow.

Next Board of Directors Meeting scheduled for February 16, 2016 at 6:45 P.M. at Community Center.

Al Diaz, Secretary

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