

Continental Ranch Community Association
Board of Directors Meeting at the Windmill Conference Room
September 20, 2016 at 6:45 pm
MEETING MINUTES

I. Roll Call/Quorum:

Directors Present: Mr. John Lambert, President; Mr. Al Diaz, Secretary; Ms. Marilyn Stimpson, Treasurer; Mr. Doug Childress, and Mr. Bob Vollbrecht, Directors at Large. Absent: Mr. Bill Dawes, 2nd Vice-President and Mr. Bill Cicala, Director at Large. Also present: Mr. Josh Seng, Community Manager; and 2 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. Scheduled Guests:

None scheduled.

IV. President's Message:

None given.

V. Adopt the Agenda:

MOTION (Childress/Vollbrecht) to adopt the September 20, 2016 Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: July 6, 2016 Covenants; July 7, 2016 ARC; July 11, 2016 Pool; July 11, 2016 Landscape; July 21, 2016 ARC; August 1, 2016 Landscape; August 3, 2016 Covenants; August 4, 2016 ARC; August 18, 2016. **MOTION (Diaz/Childress)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

a. **MOTION (Diaz/Childress)** to approve the July 19, 2016 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

No remarks

IX. Requests to the Board:

a. **Variance Request – MOTION (Childress/Vollbrecht)** to approve owner's request for temporary screening variance for the period of 1 year and waiving fines once conditions are met. Unanimously approved.

X. Finance Committee:

- a. **Balance Sheet Report for July 31, 2016** Operating Cash \$432,418.33; Total Cash Reserve \$994,495.06; Accounts Receivable \$136,317.52; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; July 31, 2016 Total Assets \$1,759,447.87.
- b. **Balance Sheet Report for August 31, 2016** Operating Cash \$375,103.10; Total Cash Reserve \$1,008,649.89; Accounts Receivable \$123,516.93; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; August 31, 2016 Total Assets \$1,673,486.88.

XI. Election Committee:

- a. **Approval of Procedure for 2016 Election – MOTION (Childress/Stimpson)** to approve the 2016 Election Procedure as presented. Unanimously approved.

XII. Covenants Committee:

Recommendations from August -

- a. **ID #20650, #22224, #52546 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #20565 (Unsightly Material)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #25747 (Holiday Lights)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.

Recommendations from September -

- a. **ID #20650, #22224, #52546 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #52395 (Unsightly Material)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #20659 (Duty of Maintenance)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #22224 (Sidewalk Encroachment)** – Recommend a \$25 fine and a 30-day pool suspension & lot cleanup scheduled for September 21, 2016 if property is not brought into compliance by September 20, 2016.
- e. **ID #18505, #20122 (Dead Bushes)** – Recommend a \$25 fine and a 30-day pool suspension & lot cleanup scheduled for September 21, 2016 if property is not brought into compliance by September 20, 2016.
- f. **ID #18505, #21066 (Desert Broom Weeds)** – Recommend a \$25 fine and a 30-day pool suspension & lot cleanup scheduled for September 21, 2016 if property is not brought into compliance by September 20, 2016.
- g. **ID #20622 #17748 #26216 #21986 #19321 #21234 (Weeds)** – Recommend a \$25 fine and a 30-day pool suspension & lot cleanup scheduled for September 21, 2016 if property is not brought into compliance by September 20, 2016.

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

XIII. Architectural Review Committee: No recommendations

XIV. Pool Committee: No recommendations

XV. Landscape Committee:

- a. **Saguaro Removal – MOTION (Childress/Stimpson)** to approve proposal from Arbor Tree & Cactus for removal of two dying saguaro cacti in parcel 69, NTE \$825. Unanimously approved.
- b. **Split Rail Fence – MOTION (Stimpson/Childress)** to approve proposal from Desert Knight Landscape for replacement of split rail fence at Copper Moon, NTE \$2,500. Unanimously approved.
- c. **Windmill Park Drip Irrigation – MOTION (Diaz/Vollbrecht)** to approve proposal from Complete Landscape for replacement of drip irrigation system around windmill Park office, NTE \$7,554.17. Unanimously approved.
- d. **Rollover of Excess Funds – MOTION (Childress/Diaz)** to roll over any unused funds from Landscape budget into Landscape Budget for next fiscal year.

XVI. New Business:

- a. **Wall Repair – MOTION (Stimpson/Diaz)** to repair and repaint the Community Center pool wall, approving proposal from All About Masonry for masonry repairs NTE \$2,550 and proposal from Approve Painting for painting NTE \$2,790. Unanimously approved.

XVII. Old Business: None

XVIII. Action-in-Lieu:

- a. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves the proposals from Complete Landscaping for the replacement of the irrigation systems at River's Edge, Desert Sage, Richmond Estates, Desert Vista, Coyote Crossing, Sombrero View, and Sombrero Vista at a total cost of \$27,846.47, following the reserve study.
- b. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves the purchase of 12 chairs from Costco, at a cost of \$1,631.88 plus tax, to replace the conference room chairs at the Windmill Park office following the reserve study.

XIX. Manager Report:

Mr. Seng provided report to Board; in July, 21 homes sold and closed in Continental Ranch and 6 homes in Sunflower; in August, 22 homes sold and closed in Continental Ranch and 7 homes in Sunflower; ballot packages mailed prior to deadline required by Bylaws; quorum required for election equals 506; all irrigation controllers replaced; turf irrigation replacement began 8/15 and expected to complete 9/23; Windmill park fencing scheduled to remain in place until overseeding established; Silverbell monument irrigation replacements scheduled to start immediately following the Windmill Park turf system; Community Center pool closed for season on 9/12; chairs cleaned and stacked for off-season storage; rodent activity and damage in attics at both Community Center and Windmill Park office; bee hive inside saguaro cactus in common area scheduled for treatment 9/22; contractor

removed splash pad bucket for repair of bearings; Community Center security camera recording device repaired and reinstalled; covenants process updated to comply with new statute requirements.

XX. Adjournment:

Meeting adjourned at 6:59 P.M.

Executive Session to follow.

Next Board of Directors Meeting scheduled for October 11, 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