

Continental Ranch Community Association  
Board of Directors Meeting  
at the Community Center  
August 20, 2019 at 6:45 pm  
MEETING MINUTES

**I. Roll Call/Quorum:**

Directors Present: Mr. John Lambert, President; Mr. Bill Dawes, 2<sup>nd</sup> Vice-President; Mr. Doug Childress, Secretary; Mr. Bill Cicala, Director at Large; Ms. Rojanna Harvey, Director at Large. Directors Absent: Ms. Peggy Bracken, 1<sup>st</sup> Vice President and Ms. Marilyn Stimpson, Treasurer. Also present: Mr. Josh Seng, Community Manager and Ms. Catherine Gutierrez, Covenants Liaison, and approximately 4 members present in the audience.

**II. Call to Order:**

Mr. John Lambert, President, called the meeting of the Board of Directors to order at 6:50 p.m.

**III. Scheduled Guests:**

None scheduled.

**IV. President's Message:**

None given.

**V. Adopt the Agenda:**

**MOTION (Childress/Dawes)** to adopt the August 20, 2019 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: June 26, 2019 Nominating; July 1, 2019 Nominating; July 1, 2019 Landscape; July 3, 2019 Covenants; July 11, 2019 ARC; July 25, 2019 ARC. **MOTION (Childress/Dawes)** to accept consent agenda and all covenants violations as recommended by the Covenants Committee. Unanimously approved.

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

**MOTION (Childress/Dawes)** to approve the July 16, 2019 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

A resident from Palm Brook thanked the board for their service. A resident commented about Marana construction on Coachline Blvd.

- IX. Election Committee Appointment:**  
**MOTION (Dawes/Childress)** to appoint the following five members to the 2019 Election Committee: Dave Lawrence, Peggy Bracken, John Abraham, Nancy Lambert, Helen McCracken, with alternate member John Lambert. Unanimously approved.
- X. Finance:**
- a. Balance Sheet Report for July 31, 2019:** Operating Cash \$541,728.16; Total Cash Reserve \$1,111,146.75; Accounts Receivable \$95,894.94; Other Assets \$141,442.96; Pre-Paid Income Tax \$5,247.00; Pre-Paid Insurance \$2,600.00; July 31, 2019, Total Assets \$1,898,059.81.
  - b. 2019-2020 Annual Budget – MOTION (Cicala/Childress)** to approve annual budget as presented. Unanimously approved.
- XI. Architectural Review Committee:**  
No recommendations.
- XII. Landscape Committee:**
- a. Oak Tree Irrigation: MOTION (Childress/Dawes)** to approve proposal from AAA Landscape to replace multiport emitters and spaghetti lines to all oak trees on Coachline Blvd, NTE \$6,818.00. Unanimously approved.
- XIII. Covenants Committee:**
- A. ID #25773, #17787, #27070 (Duty of Maintenance)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - B. ID #20769 (Duty of Maintenance)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - C. ID #19949 (Street Parking)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - D. ID #20389 (Inoperable Vehicle)** – Recommendation of \$100 weekly fine and a 30-day pool suspension until the property is brought into compliance.
  - E. ID #84445 (ARC Violation)** – Recommendation of \$50 weekly fine and a 30-day pool suspension until the property is brought into compliance.
  - F. ID #19865 (Trash Cans)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - G. ID #19538, #17862, #17874, #23028, #18039, #18103, #22248, #21066, #70507, #18713, #18815, #54715, #20196, #17787 (Duty of Maintenance - Fascia)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - H. ID #102829, #17845, #17863, #18132, #22224, #98438, #79823, #18819, #23494, #19831, #20239 (Duty of Maintenance - Fascia)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - I. ID #19997, #26216 (Trash Cans)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - J. ID #19298, #21066, #19246 (Unsightly Materials)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
  - K. ID #19989, #19246 (Landscape Parking)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.

- L. **ID #20201 (Landscape Maintenance)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.

**MOTION (Dawes/Childress)** to approve all covenants violation fines and suspensions as recommended by the Covenants Committee. Unanimously approved.

- M. **ID #25773 (Landscape Parking)** – Recommendation of \$75 monthly fine and a 30-day pool suspension until the property is brought into compliance.

**MOTION (Childress/Cicala)** to approve \$75 monthly fine and a 30-day pool suspension for landscape parking violation at property ID #25773. Unanimously approved.

**XIV. New Business:**

- a. **Safety Education Meeting Request: MOTION (Cicala/Dawes)** to approve request by David Danielson to conduct safety education presentations at the community center. Unanimously approved.
- b. **Office Network Cabling: MOTION (Childress/Cicala)** to approve proposals from GSW Telecom and Reliable IT Solutions for replacement of network cabling and equipment in the office, NTE \$3,080.98. Unanimously approved.
- c. **Conference Room Laptop Computer: MOTION (Cicala/Childress)** to approve purchase of new laptop computer NTE \$900 plus 3-year pro-support warranty. Unanimously approved.

**XV. Old Business:**

- a. **Design Guidelines:**
  - 1. **MOTION (Cicala/Childress)** to amend guidelines for bench width maximum 5-feet; max chair height 40-inches. Unanimously approved.
  - 2. **MOTION (Lambert/Dawes)** to amend guidelines to allow for 1 windmill per lot. 4 in favor, 1 opposed (Cicala). Unanimously approved. Windchimes require ARC approval.
  - 3. **MOTION (Lambert/Dawes)** to amend guidelines to allow statues up to 24” in height. Unanimously approved.

**XVI. Manager Report:**

- a. Mr. Seng reported to Board: in July, 20 homes sold and closed in Continental Ranch plus 5 homes in Sunflower; board to certify slate of candidates Friday August 23 at 5pm; off-leash dog issue at Windmill Park resolved and signs installed at park; repairs made to pool area shower; request from Pima County K9 unit for use of CRCA pool, MOTION (Lambert/Cicala) to deny request, unanimously approved; request for book exchange library, MOTION (Childress/Dawes) to approve request, unanimously opposed; parking lot curb repairs completed; request to remove tree behind Running Bear Drive, MOTION (Cicala/Harvey) to allow removal, unanimously approved.

**XVII. Adjournment:**

Meeting adjourned at 7:34 P.M.  
Executive Session to follow.

**Next Board of Directors Meeting scheduled for September 17, 2019, following the Meet the Candidates Night at the Community Center.**

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Doug Childress, Secretary

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