

Continental Ranch Community Association
Board of Directors Meeting
at the Community Center
December 21, 2021 at 6:45 P.M.
MEETING MINUTES

I. Roll Call/Quorum:

Directors present: Ms. Peggy Bracken, President; Mr. Bill Cicala, 1st Vice-President; Mr. Bill Dawes, 2nd Vice-President; Ms. Connie DeLarge, Treasurer; Mr. Fred Fisher, Director at Large; and Mr. Brandt Smith, Director at Large. Directors excused: Mr. Doug Childress, Secretary. Also present: Ms. Ashley Boykin, Community Association Manager; Ms. Paula Bellina, Assistant Manager; and Ms. Lyssa Helton, Office Assistant/Activities Coordinator. No audience members were in attendance.

II. Call to Order:

Ms. Peggy Bracken, President, called the meeting of the Board of Directors to order at 6:45 P.M.

III. Guests:

None scheduled.

IV. President's Message:

None given.

V. Adopt the Agenda:

MOTION (Cicala/Dawes) to adopt the December 21, 2021 Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: November 1, 2021 Landscape, November 3, 2021 Covenants, November 4, 2021 ARC, and November 18, 2021 ARC. **MOTION (Dawes/Cicala)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Dawes/Cicala) to approve the November 16, 2021 Organizational & Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

None.

IX. Homeowner Requests to Board:

None.

X. Finance:

- a. Balance Sheet Report for November 30, 2021:** Operating Cash \$731,819.00; Total Cash Reserve \$1,298,948.30; Accounts Receivable \$138,197.27; Other Assets \$130,412.96; Pre-Paid Income Tax \$1,147.00; Pre-Paid Insurance \$2,600.00; November 30, 2021, Total Assets \$2,303,124.53.
- b. Reserve CD Account Maturing: MOTION (Dawes/Cicala)** to approve renewing the reserve CD account with Synchrony Bank on a 14-month term. Unanimously approved.

XI. Architectural Review Committee:

- a. ARC Membership Appointment: MOTION (Cicala/Bracken)** to approve the recommendation from the ARC to appoint Clement DeLarge as a member of the Architectural Review Committee. Unanimously approved.
- b. Design Guidelines Revision – Flag & Flagpoles: MOTION (Fisher/Smith)** to amend the revision for the 'Flags & Flagpoles' section of the Design Guidelines as recommended by the Architectural Review Committee. Unanimously approved.

XII. Landscape Committee:

- a. AAA Landscape Maintenance Contract Amendment: MOTION (Cicala/DeLarge)** to approve the 3-year landscape maintenance contract from AAA Landscape, NTE 5% increase in 2022, a 2% increase in 2023 and 0% increase in 2024. Unanimously approved.
- b. AAA Landscape IPM Program: MOTION (Cicala/DeLarge)** to approve the renewal of the Integrated Pest Management program from AAA Landscape, NTE \$24,840.00 annually. Unanimously approved.
- c. Mesquite Grove Common Area – Landscaping: MOTION (Cicala/Dawes)** to not approve the proposal from AAA Landscape to install landscaping and irrigation in the vacant common area on Idle Wild Drive and Long Creek Drive, NTE \$23,548.50. Unanimously approved.
- d. Mesquite Grove Common Area – Tucson Water Meter: MOTION (Cicala/Dawes)** to approve the proposal from Tucson Water to install a water meter for the vacant common area on Idle Wild Drive and Long Creek Drive, NTE \$820.69. Unanimously approved.
- e. Acacia Grove Trees: MOTION (Cicala/Fisher)** to approve the proposal from Brijer Resources to trim all Mesquite and Palo Verde trees in the 'Acacia Grove' common area as included in the annual upper tree pruning, NTE \$1,800.00. Unanimously approved.
- f. Annual Upper Tree Pruning: MOTION (Cicala/DeLarge)** to approve the annual upper tree pruning proposal from Brijer Resources, NTE \$28,000.00. Unanimously approved.
- g. Eliminate Mask Mandate: MOTION (Cicala/DeLarge)** to not approve eliminating the mask mandate for Landscape Committee meetings as recommended by the Landscape Committee. Four in favor and two opposed (Dawes, Smith). Motion passed.

XIII. Covenants Committee:

- a. ID #84445 (ARC Violation)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
- b. ID #18132, #79801, #20557, #85559 (Duty of Maintenance)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
- c. ID #18132, #18132 (Duty of Maintenance)** – Recommendation of \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.
- d. ID #19967, #106716 (Duty of Maintenance)** – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.

- e. **ID #109902, #85553, #70509 (ARC Violation)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- f. **ID #20659, #20690, #19682, #106633, #112735, #112655, #20720 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #109358 (Unsightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- h. **ID #82961, #105531 (Trash Cans)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- i. **ID #109902 (ARC Violation)** – Recommendation of an extension until 01/05/2022.
- j. **ID #18014, #107745 (Duty of Maintenance)** – Recommendation of an extension until 01/05/2022.
- k. **ID #105368, #47164 (Landscape Maintenance)** – Recommendation of an extension until 01/05/2022.
- l. **ID #29319, #105531, #21235 (Landscape Maintenance)** recommendation of \$25 monthly fine & 30-day pool suspension and a lot cleanup scheduled no sooner than 12/22/21 to be charged to account if the property is not brought into compliance by 12/21/21.

MOTION (Cicala/DeLarge) to approve all other covenants violations fines, suspensions and extensions as recommended by the Covenants Committee. Unanimously approved.

XIV. Old Business:
None.

XV. New Business:

- a. **Reserve Painting Projects: MOTION (Cicala/Dawes)** to approve the proposals from Approved Painting to repaint the community center light poles and Windmill Park building interior, exterior, metal surfaces and wood trim per the Reserve Study, NTE \$23,360.00. Unanimously approved.
- b. **Community Center Main Pool Heaters (x3) Replace** – postponed for more information.
- c. **Community Center Pool Filters Sand Replace: MOTION (Fisher/Bracken)** to approve the proposal from Oasis Pool Service to replace the community center pool filters' sand per the Reserve Study with upgrade to glass media, NTE \$3,939.20. Unanimously approved.
- d. **Windmill Park Pool & Spa Filter Sand Replace: MOTION (Cicala/Smith)** to approve the proposal from Oasis Pool Service to replace the Windmill Park pool and spa filter sand per the Reserve Study with upgrade to glass media, NTE \$4,682.88. Unanimously approved.
- e. **Windmill Park Splash Pad Filter Sand Replace: MOTION (Cicala/DeLarge)** to approve the proposal from Oasis Pool Service to replace the splash pad filter sand with upgrade to glass media, NTE \$999.80. Unanimously approved.
- f. **Community Center Kiddie Pool Shade Screen Replace: MOTION (Cicala/Fisher)** to postpone one year in the Reserve Study due to good condition. Unanimously approved.
- g. **Splash Pad Deck Paint/Repair: MOTION (Cicala/DeLarge)** to approve the proposal from Garage Floor Coating to repair and repaint the splash pad deck per the Reserve Study, NTE \$6,308.42. Unanimously approved.
- h. **Windmill Park Lights Replace: MOTION (Cicala/Bracken)** to approve the proposal from Sovereign Electric to replace 23 decorative wall sconces, plus 3 additional, and 5 canned LED lights per the Reserve Study, NTE \$5,900.00. Unanimously approved.

- i. **Community Center Lights Replace: MOTION (Bracken/DeLarge)** to approve the proposal from Sovereign Electric to replace various lights in the community center pool area per the Reserve Study, NTE \$6,900.00. Unanimously approved.

XVI. Homeowner ARC Appeal: MOTION (Dawes/Cicala) to approve management sending written notice to Account ID #109902 advising the Board's decision made at the November 16, 2021 Board Meeting was to uphold the denial by ARC for the privacy wood fence/wall extension because it does not meet CRCA Design Guideline requirements. Unanimously approved.

XVII. Action-In-Lieu

- a. **Alliance Bank of Arizona Money Market Account: MOTION (Cicala/DeLarge)** to approve closing the Alliance Bank of Arizona reserve money market account and transferring funds to a reserve money market account and linked ICS money market account at Alliance Association Bank. Unanimously approved.

XVIII. Manager Report:

- a. Ms. Boykin reported to Board: in November, 31 homes sold and closed in Continental Ranch and 6 homes sold and closed in Sunflower; pre-emergent spraying of common areas underway by AAA Landscape; overhanging trees on Twin Peaks Road scheduled to be trimmed December 27th; Windmill Park pool will close for season on January 1st and will reopen March 1st; November and December pool expenses and usage data will be presented at either January or February board meeting; Republic Services has been notified that Wednesday is not an approved trash pick-up day in CRCA; Adopt-A-Family was a success; the annual financial audit is in progress by J. Todd Lundering, CPA who will present report on January 18th; staff member Crystal Mejia has left the company and new CRCA Office Assistant/Activities Coordinator began December 20th.

XIX. Adjournment:

Meeting adjourned at 8:14 P.M. Executive Session to follow.

Next Board of Directors Meeting scheduled for January 18, 2022 at 6:45 P.M. at the Community Center.

Doug Childress, Secretary

Minutes submitted by Ashley Boykin, Community Manager as approved by the Board of Directors