

Continental Ranch Community Association  
Board of Directors Meeting  
at the Community Center  
December 20, 2022 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; Mr. Tim Weiler, Secretary; Ms. Connie DeLarge, Treasurer; and Mr. Fred Fisher, Director at Large. Directors excused: Mr. Brandt Smith, Director at Large. Also present: Ms. Ashley Boykin, Community Manager and Ms. Paula Bellina, Assistant Manager. Two 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:**

No message given.

**V. Adopt the Agenda:**

**MOTION (Cicala/Bracken)** to adopt the December 20, 2022, Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: November 2, 2022, Covenants; November 3, 2022, ARC; November 7, 2022, Landscape; and November 17, 2022, ARC. **MOTION (Cicala/Fisher)** to accept the consent agenda. Unanimously approved.

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

**MOTION (Dawes/DeLarge)** to approve the November 15, 2022, Organizational and Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Mr. Cruz Vega from North Painted Sky Drive requested approval to reserve half of the Windmill Park sports field one weekend day per month for a Drone Club. **MOTION (Cicala/DeLarge)** to approve one trial reservation of half of the Windmill Park field conditional on receiving a certificate of insurance with CRCA listed as additionally insured; unanimously approved.

Mr. Carlos Maldonado Flores from W. Rivulet Drive requested violation fines be waived from his account. Management to research and bring information to the executive board meeting on January 17, 2023, for discussion.

**IX. Homeowner Requests to Board:**

- a. **Secret Ballot Election System: MOTION (Cicala/Fisher)** to not approve adopting a secret ballot election system because the governing documents of the association do not permit it, per A.R.S. 33-1812; unanimously approved.

**X. Finance:**

- a. **Balance Sheet Report for November 30, 2022:** Operating Cash \$731,005.14; Total Cash Reserve \$1,316,076.11; Accounts Receivable \$141,352.42; Other Assets \$124,897.96; Pre-Paid Income Tax \$1,097.00; Pre-Paid Insurance \$2,600.00; November 30, 2022, Total Assets \$2,317,028.63.

**XI. Architectural Review Committee:**

No recommendations.

**XII. Landscape Committee:**

- a. **Committee Membership: MOTION (Bracken/DeLarge)** to approve appointing Mr. Bill Cicala as a member of the Landscape Committee, as recommended by the Landscape Committee; unanimously approved.
- b. **Annual Upper Tree Pruning: MOTION (Cicala/Weiler)** to approve the proposal from Brijer Resources to perform the annual upper tree pruning of 208 trees throughout Continental Ranch, as recommended by the Landscape Committee, NTE \$28,000.00; unanimously approved.
- c. **AAA Landscape – Pest Management Program Renewal: MOTION (Cicala/DeLarge)** to approve renewing the Pest Management Program from AAA Landscape for 2023, as recommended by the Landscape Committee, NTE \$25,585 annually; unanimously approved.

**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, #18132, #18132, #79801, #106716 (Duty of Maintenance)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
- c. **ID #24188 (Duty of Maintenance)** – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.
- d. **ID #92340 (Duty of Maintenance)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
- e. **ID #107745, #19001 (Duty of Maintenance)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- f. **ID #113049 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #35521 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- h. **ID #59828 (Landscape Maintenance)** – Recommendation of \$75 monthly fine and 30-day pool suspension until property is brought into compliance.
- i. **ID #22989 (Unightly Materials)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.

- j. **ID #92243 (ARC Violation)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- k. **ID #20571, #90053 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- l. **ID #102775 (Unightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- m. **ID #29232, #90067 (Trash Cans)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- n. **ID #21154 (Inoperable Vehicle)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- o. **ID #26914 (Street Parking)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- p. **ID #92243 (Flag Violation)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

**MOTION (Cicala/DeLarge)** to approve all covenants violations fines, suspensions and extensions as recommended by the Covenants Committee, except ID #21154, which may have an extension until February 1, 2023, per written request; unanimously approved.

- q. **Front Yard Lot Cleanup ‘Turnaway’ Fee: MOTION (Cicala/DeLarge)** to approve a request from La Cholla Landscaping to begin charging a \$95.00 ‘turnaway’ fee effective January 1, 2023 if a resident forces them to leave a property that was scheduled for a front yard lot cleanup per Board approval. The fee will then be charged to the property account as an assessment; unanimously approved.

**XIV. Unfinished Business:**  
No unfinished business.

**XV. New Business:**

- a. **Community Center Main Pool Heater #1 Replace: MOTION (Cicala/Fisher)** to approve proposal from Oasis Pool Service to replace main pool heater #1 at the community center as recommended by the Reserve Study, NTE \$6,029.63; unanimously approved.
- b. **Community Center Shade Screen Replace: MOTION (Weiler/Cicala)** to approve proposal from Tree Frogs to replace the community center kiddie pool shade screen as recommended by the Reserve Study, NTE \$4,278.78; unanimously approved.
- c. **Approved Trash Removal Days Resolution: MOTION (Cicala/DeLarge)** to approve the CRCA Trash Removal Resolution to support the current policy of limiting trash pick-up days to Mondays and Thursdays only; unanimously approved.
- d. **Transfer Fees: MOTION (Cicala/DeLarge)** to approve no longer charging a transfer fee due to the Continental Ranch Community Association at the time a property sells; unanimously approved.
- e. **Management Contract Amendment: MOTION (Cicala/DeLarge)** to approve amending the current contract with HOA Management Solutions to reduce annual fees by \$20,004.00 and increase transfer fees owed to management at resale to offset difference in transfer fee revenue for CRCA; unanimously approved.
- f. **Resale Inspection & Fee Resolution: MOTION (Cicala/Fisher)** to approve the CRCA Resale Inspection & Fee Resolution as presented to support the motion passed by the Board in 2010 directing

management to inspect each property at resale to address any violations prior to transfer of ownership. A fee of \$35.00 is collected by management at the time of sale; unanimously approved.

**XVI. Action-In-Lieu of Meeting:**

- a. **Board Meeting Dates: MOTION (Bracken/Cicala)** to approve keeping Board of Director meetings on the third Tuesday of each month; unanimously approved.
- b. **Board Officer Titles: MOTION (Cicala/Weiler)** to approve the following changes in officer titles:

*Brandt Smith* – Treasurer to Director at Large

*Connie DeLarge* – Secretary to Treasurer

*Tim Weiler* – Director at Large to Secretary

All other officer titles remain the same. Unanimously approved.

**XVII. Manager Report:**

- a. Ms. Boykin reported that in November, 9 homes sold/closed in CRCA & 2 homes sold/closed in Sunflower; pre-emergent for common areas completed; Backyard Boulders to complete the Windmill pool deck renovation by end of December and will begin the community center pool deck renovation first week of January; Windmill pool replumb and pump replace to be scheduled after deck completion; annual financial audit underway; and Holiday Decorating Contest and Photos with Santa went well.

**MOTION (Cicala/Dawes)** to approve having all unfinished pool handrails (x10 at both pools) powder coat painted white by Elite Powder Works of Arizona and Oasis Pool Service to disassemble and re-install per written homeowner request, NTE \$2,000.00; unanimously approved.

**XVIII. Adjournment:**

Meeting adjourned at 7:47 P.M. Executive Session to follow.

**Next Board of Directors Meeting scheduled for January 17, 2023, at 6:45 P.M. at the Community Center.**

---

Tim Weiler, Secretary

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