

# Continental Ranch Community Association

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## Landscape Committee Meeting – November 6, 2023

### Minutes

- I. **Call to Order 7:00 P.M. at the Windmill Park Office**
- II. **Roll Call:**
  - Present:* **Doug Childress (Interim Chairperson)**  
**Patrick Chamblee**  
**Larry Lemieux**  
**Ashley Boykin (Mgmt. Representative)**
  - Excused:* **Alexis Stern**  
**Bill Cicala**  
**Brandt Smith**
- III. **Approval of November 6, 2023, Meeting Agenda** approved by motion (Lemieux/Chamblee).
- IV. **Approval of September 11, 2023, Meeting Minutes** approved by motion (Chamblee/Lemieux).
- V. **Committee Membership Renewal & Chairperson Appointment:** All committee memberships were renewed. Discussion ensued regarding the Chairperson without a formal motion to elect; postponed to the next meeting.
- VI. **Annual Review of Committee Charter & Code of Conduct:** the committee charter, general standards and code of conduct were noted, and Mr. Childress recommended the committee review the documents at their convenience and bring back any questions they might want to discuss at the next meeting.
- VII. **Guests:**
  - a. Renee Sommerville introduced herself as retired from a career working in water conservation for the Town and was interested in attending a Landscape Committee meeting.
  - b. **AAA Landscape:** John Mancine, the new CRCA Accounts Manager for AAA Landscape, introduced himself to the committee; provided monthly status report; discussed GIS maps for trees and irrigation; noted pre-emergent for common areas scheduled for December; and presented a request to try a modified maintenance cycle rotation that would put certain common areas on a six-week schedule instead of a 4-week. **MOTION (Lemieux/Childress)** to approve a trial period of the six-week schedule presented to go into immediate effect until the end of February; unanimously approved.
- VIII. **Board Actions:** Mr. Lemieux was appointed to the committee, winter overseeding only approved for Windmill Park sport's field, proposal to install boulders by the west entrance to the Windmill Park sport's field was not approved, and the proposal from Brijer Resources was approved to remove one arm from a saguaro cactus leaning on a residential wall.

*Audio recordings of Board and Committee Meetings are available up to 30 days after the minutes are posted.*

- IX. Management Report:** Ms. Boykin reported that frost bags will go onto the backflows in November; new flowers were installed in all flowerbeds in October; AAA Landscape donated several plants and installation into a parcel interior common area; and a proposal request will be prepared and submitted soon for the annual upper tree pruning job.

The committee discussed preparing a scope of work that can be submitted with requests for proposals to more than one contractor. Management and Mr. Lemieux will work on preparing an itemized tree list with detailed notes of work needed for each tree.

- X. Unfinished Business:** None.

**XI. New Business:**

- a. **Silverbell/Coachline Entrance Turf Sprinkler Heads Replace** – postponed for more information regarding plastic and stainless-steel sprinkler heads and uniformity.
- b. **Irrigation Controller Locks Proposal** – postponed for more information (confirm that all 18 controllers included in the proposal are able to be locked without modification and how many total controllers are throughout the property).

- XII. Next meeting date:** December 4, 2023 at 7:00 P.M. at the Windmill Park Office.

- XIII. Meeting adjourned at 8:13 P.M.**