

Continental Ranch Community Association
Board of Directors Meeting
at the Community Center
November 21, 2023 at 6:45 P.M.
MEETING MINUTES

I. Roll Call/Quorum:

Directors present: Ms. Peggy Bracken, President; Mr. Bill Cicala, 1st Vice-President; Ms. Connie DeLarge, 2nd Vice-President; Mr. Tim Weiler, Secretary; Mr. Fred Fisher, Treasurer; Mr. Brandt Smith, Director at Large; and Mr. Rick Brown, Director at Large. Also present: Ms. Ashley Boykin, Community Manager; Mr. J.J. Velarde, Assistant Manager; Mr. Joseph Karger, Homeowner Covenants Liaison; and Ms. Valaree Cavazos, Office Assistant & Activities Coordinator. Four audience members were in attendance.

II. Call to Order:

Ms. Peggy Bracken, President, called the meeting of the Board of Directors to order at 6:24 P.M.

III. Guests:

None scheduled.

IV. President's Message:

No message given.

V. Adopt the Agenda:

MOTION (Weiler/Cicala) to adopt the November 21, 2023, Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: October 2, 2023, Landscape; October 4, 2023, Covenants; October 5, 2023, ARC; and October 19, 2023, ARC. **MOTION (Weiler/DeLarge)** to accept the consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Cicala/Weiler) to approve the October 17, 2023, Board meeting minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

Ms. Walsh from N. Sonoma Way requested that the Board continue to address the HOA violation of vehicles parked in backyards and not to change the current Design Guideline's requirement on the matter. Ms. Boorse from Sunflower Community Association asked the Board if they have ever looked into solar for energy savings and the Board replied that they have but it is too cost-prohibitive now and could be considered again in the future.

IX. Homeowner Requests to Board:

a. Pool Season Extension Requests: MOTION (Weiler/Bracken) to approve returning to the previously approved 2023 Windmill Pool season with pool and spa heated until December 1, 2023, then only the spa heated until pool closure on January 1, 2024. The motion passed with six in favor and one opposed (Smith).

b. CRCA Shredding Event: MOTION (Cicala/DeLarge) to not approve a CRCA shredding event. Unanimously approved.

- c. **Windmill Park Field Soccer Goals: MOTION (Cicala/Weiler)** to not approve adding soccer goals to the Windmill Park sport's field due to increased liability. Unanimously approved.
- d. **CRCA Community Yard Sale Banners: MOTION (Bracken/Weiler)** to not approve banners for the twice-annual CRCA Community Yard Sales. The motion passed with six in favor and one opposed (Fisher).

X. Finance:

- a. **Balance Sheet Report for October 31, 2023:** Operating Cash \$459,684.55; Total Cash Reserve \$1,383,409.29; Accounts Receivable \$31,459.03; Other Assets \$119,382.96; Pre-Paid Income Tax \$1,047.00; Pre-Paid Insurance \$2,600.00; October 31, 2023, Total Assets \$1,997,582.83.
- b. **Profit & Loss Review for Month Ending October 31, 2023:** monthly & YTD profit and loss reviewed.
- c. **Annual Financial Audit: MOTION (Bracken/Cicala)** to approve the proposal from J. Todd Lundering, CPA, to perform the 2022-2023 financial audit and tax returns, NTE \$8,500.00. Unanimously approved.

XI. Landscape Committee:

No recommendations.

XII. Architectural Review Committee:

No recommendations.

XIII. Covenants Committee:

- a. **ID #18132, #92340 (Duty of Maintenance)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
- b. **ID #109357 (Holiday Decorations)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- c. **ID #19658, #85537 (Unightly Materials)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- d. **ID #19088, #20571, #20293, #20656 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- e. **ID #19083 (Trash Cans)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- f. **ID #92340, #106716 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #105460, #116774, #20971, #49308, #83342 (Unightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- h. **ID #85537, #24225 (Landscape Parking)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- i. **ID #54632, #22989 (Inoperable Vehicle)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- j. **ID #116774 (Trailer)** – Recommendation of \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.
ID #114922 (Landscape Maintenance) – Recommendation of a \$25 fine, 30-day pool suspension and a \$100 lot clean up to be scheduled no sooner than 11/22/2023 if the property is not brought into compliance by 11/21/2023.

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

XIV. Unfinished Business:

- a. **Windmill Park Building Tile Grout Clean & Seal: MOTION (Cicala/Bracken)** to approve the proposal from Aztec Chem Dry to clean and seal all tile grout for the Windmill Park building, NTE \$600.00 (*Reserves*). Unanimously approved.

XV. New Business:

- a. **Management Staff End of Year Bonus: MOTION (Cicala/Smith)** to approve end of year bonuses for the five CRCA management staff members, in the amount of \$1,000.00 each, NTE \$5,000.00. Unanimously approved.
- b. **Community Center Kiddie Pool Leak Repair: MOTION (Weiler/Smith)** to approve the proposal from Desert Sunset Pools & Spas, LLC to repair the community center kiddie pool leak located underneath the deck, NTE \$2,500.00. Unanimously approved.
- c. **Splash Pad Artificial Turf Replace: MOTION (Smith/DeLarge)** to approve the proposal from Arizona Luxury Lawns & Greens to replace the artificial turf over the underground splash pad tank is replaced, NTE \$5,375.27. Unanimously approved.
- d. **Annual Termite Treatment Agreement Renewal: MOTION (Weiler/DeLarge)** to approve renewal of the annual termite treatment of both CRCA buildings by Southwest Pest Solutions, NTE \$350.00. Unanimously approved.
- e. **Oasis Pool Service Contract Renewal: MOTION (Cicala/Smith)** to postpone and solicit additional bids. Unanimously approved.

MOTION (Bracken/Smith) to provide a \$50 gift card to Mr. & Mrs. Fribbs of CRCA for their generous contributions of service to the annual Photos with Santa event. Unanimously approved.

XVI. Manager Report:

- a. Ms. Boykin reported that in October, 11 homes sold/closed in CRCA, 1 home sold/closed in Sunflower & 2 homes sold/closed in Sierra Pointe; all flowerbeds were changed out to winter snapdragon flowers; the Landscape Committee changed its meeting time from 7:00pm to 6:30pm; over 73 pounds of food was donated from CRCA to the Community Food Bank of Arizona in September; the Drone Club has reserved the Windmill Park baseball field for December 2nd from 9am to 3pm; Photos with Santa is scheduled for December 9th at the community center from 10am to 1pm; a donation drive for Casa De Los Ninos is going on now through December 18th; and the Holiday Decorating Contest is scheduled to take place on December 13th. Ms. Boykin also introduced the newest member of the CRCA staff, Valaree Cavazos, who is the new Office Assistant and Activities Coordinator, and announced that HOA Management Solutions has a new owner who plans to attend the January 16th board meeting to introduce himself to the CRCA Board of Directors.

XVII. Adjournment:

Meeting adjourned at 7:07 P.M. Executive Session to follow.

Next Board of Directors Meeting scheduled for December 19, 2023, at 6:00 P.M. at the Community Center.

Tim Weiler, Secretary

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