

Continental Ranch Community Association
Board of Directors Meeting
at the Community Center
December 19, 2023 at 6:00 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. Also present: Ms. Ashley Boykin, Community Manager; Mr. J.J. Velarde, Assistant Manager. Nine audience members were in attendance. Mr. Brandt Smith, Director at Large, was excused.

II. Call to Order:

Ms. Peggy Bracken, President, called the meeting of the Board of Directors to order at 6:00 P.M.

III. Guests:

None scheduled.

IV. President's Message:

No message given.

V. Adopt the Agenda: MOTION (Weiler/Cicala) to adopt the December 19, 2023, Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda: The following committee meeting minutes were received: November 1, 2023, Covenants; November 2, 2023, ARC; November 6, 2023, Landscape; and November 16, 2023, ARC. **MOTION (Weiler/Cicala)** to accept the consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes: MOTION (Cicala/Weiler) to approve the November 21, 2023, Reorganization & Board meeting minutes as presented. Unanimously approved.

VIII. Candidates Review – Vacant Seat on CRCA Board of Directors: MOTION (Bracken/Cicala) to nominate Clement DeLarge to fill the vacancy on the CRCA Board of Directors. Unanimously approved.

IX. Homeowner Forum:

Ms. Myers from N. Blue Crossing Way discussed a violation notice that was received; the board agreed to meet with her at a later date to re-evaluate the matter. Ms. Larkin from W. Running Bear Drive discussed a violation notice and also asked if the board could meet at the property to re-inspect; the board agreed to schedule a meeting at a later date. Ms. Susa from W. Desert Paintbrush Ct. discussed an ongoing violation on her property; **MOTION (Cicala/Weiler)** agreed to grant a one-month hold on fines; unanimously approved.

X. Homeowner Requests to Board:

No requests submitted.

XI. Finance:

- a. Balance Sheet Report for November 30, 2023:** Operating Cash \$641,130.02; Total Cash Reserve \$1,407,866.32; Accounts Receivable \$133,322.94; Other Assets \$119,382.96; Pre-Paid Income Tax \$1,047.00; Pre-Paid Insurance \$2,600.00; November 30, 2023, Total Assets \$2,305,349.24.
- b. Net Income Review for Month Ending November 30, 2023:** monthly & YTD net income reviewed.

XII. Landscape Committee:

- a. Irrigation Valves – Replace: MOTION (Cicala/DeLarge)** to approve the proposal from AAA Landscape to replace remaining faulty valves, NTE \$18,960.86, from Reserves. Unanimously approved.
- b. Reserve Study Amendment – Irrigation Lines: MOTION (Cicala/DeLarge)** to amend the Reserve Study to keep irrigation lines on the current 20-year useful life schedule and to put all irrigation valves on a separate 10-year schedule. Unanimously approved.
- c. 2023-2024 AAA Landscape IPM Program – Renewal: MOTION (Cicala/DeLarge)** to approve renewal of the AAA Landscape Integrated Pest Management Program for 2023-2024, NTE \$16,155.00 annually. Unanimously approved.
- d. Coachline & Silverbell Turf Sprinkler Heads – Replace: MOTION (Cicala/Fisher)** to table the proposal to the February 20, 2024, Board Meeting and to task the Landscape Committee to develop a plan to reduce water usage at the Silverbell/Coachline entrance monuments. Unanimously approved.
- e. Irrigation Controllers – Locks Installation: MOTION (Cicala/Weiler)** to approve the proposal from AAA Landscape to add locks and hasps to 18 irrigation controllers to reduce tampering, NTE \$1,526.50. Unanimously approved.
- f. Reserve Study Amendment – Irrigation Controllers: MOTION (Cicala/Weiler)** to approve amending the Reserve Study to extend the replacement schedule of irrigation controllers from 4 remaining years to 10. Unanimously approved.
- g. Rainbird Irrigation Controllers – 4G Upgrade: MOTION (Cicala/DeLarge)** not to approve the proposal from AAA Landscape to upgrade 21 irrigation controllers from 3G to 4G. Unanimously approved.

XIII. Architectural Review Committee:

No recommendations.

XIV. 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 #92340, #106716, #20152, #10979, #117794, #18225, #19716 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- c. ID #20571 (Duty of Maintenance)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
- d. ID #20656, #19088, #20293 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- e. ID #19658 (Unsightly Materials)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.

- f. **ID #85537 (Unsightly Materials)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #105460, #20971, #49308, #83342, #43961 (Unsightly 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 #105439, #105520 (Landscape Parking)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- j. **ID #116774, #55724 (Trailer Parking)** – Recommendation of \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.
- k. **ID #109357 (Holiday Decorations)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- l. **ID #21064 (ARC Violation)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- m. **ID #116811 (Overhead Encroachment)** – Recommendation of a \$25 fine, 30-day pool suspension and a lot clean up to be scheduled no sooner than 12/20/2023 if the property is not brought into compliance by 12/19/2023.
- n. **ID #108859 (Sidewalk Encroachment)** – Recommendation of a \$25 fine, 30-day pool suspension and a lot clean up to be scheduled no sooner than 12/20/2023 if the property is not brought into compliance by 12/19/2023.

MOTION (Cicala/Weiler) to approve all covenants violations fines, suspensions and extensions as recommended by the Covenants Committee. ID #20152 one-month extension granted. Unanimously approved.

- o. **Lot Clean Up Contractor Review: MOTION (Weiler/DeLarge)** to approve continuing to partner with BCL Landscape Maintenance for front yard lot clean ups. Unanimously approved.
- p. **New Committee Member Appointment: MOTION (Bracken/DeLarge)** to appoint Mr. Robert Thomas from Parcel 51 as a member of the Covenants Committee. Unanimously approved.

XV. Unfinished Business:

- a. **Windmill Park (2) Ramada Roofs – Replace: MOTION (Cicala/Weiler)** to approve the proposal from Dave Bang and Associates to replace the two ramada roofs at Windmill Park per the Reserve Study, NTE \$28,853.54. Unanimously approved.
- b. **Windmill Park (2) Ramada Roofs – Repaint: MOTION (Cicala/DeLarge)** to approve the proposal from Approved Painting to paint the two new ramada roofs after installation per the Reserve Study, NTE \$1,080.00. Unanimously approved.
- c. **Windmill Park (2) Ramada Lights – Replace: MOTION (Cicala/DeLarge)** to approve the proposal from Sovereign Electric to install security lighting under the two new ramada roofs per the Reserve Study, NTE \$1,350.00. Unanimously approved.

XVI. New Business:

- a. **Windmill Park Signage – Replace: MOTION (Cicala/Weiler)** to approve the proposals from Tucson Print Graphics to replace three signs at Windmill Park due to sun damage, NTE \$635.90. Unanimously approved.

XVII. Manager Report:

Ms. Boykin reported that in November, 12 homes sold/closed in CRCA, 3 homes sold/closed in Sunflower & 2 homes sold/closed in Sierra Pointe; Windmill main pool heaters turned off December 1st; Windmill pool and spa to close on January 1st; Community center kiddie pool leak has been repaired; Splash pad surge tank went into

production November 27th with installation scheduled to begin the week of January 8th; November pool usage: 237 swipes at Windmill pool; Initial contact letters were sent out to 632 property accounts needing maintenance and/or painting to the exterior of the home; 31 families attended the Photos with Santa event – thanks given to AAA landscape and Walgreens; Casa de los Ninos gift drive was picked up on December 18th; Annual financial audit by J. Todd Lundering is underway; audit presentation to take place at 5:30pm before the January 16, 2024 board meeting.

XVIII. Adjournment:

Meeting adjourned at 6:48 P.M. Executive Session to follow.

Next Board of Directors Meeting scheduled for January 16, 2024, 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