

Continental Ranch Community Association  
Board of Directors Meeting  
at the Community Center  
January 16, 2024, 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; Mr. Brandt Smith, Director at Large; and Mr. Clement DeLarge, Director at Large. Also present: Ms. Ashley Boykin, Community Manager, and Mr. J.J. Velarde, Assistant Manager. Seven audience members were in attendance.

**II. Call to Order:**

Ms. Peggy Bracken, President, called the meeting of the Board of Directors to order at 6:17 P.M.

**III. Guests:**

None scheduled.

**IV. President's Message:**

No message given.

**V. Adopt the Agenda: MOTION (Weiler/Connie)** to adopt the January 16, 2024, Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:** The following committee meeting minutes were received: December 4, 2023, Landscape; December 6, 2023, Covenants; December 7, 2023, ARC; and December 21, 2023, ARC. **MOTION (Weiler/Connie)** to accept the consent agenda. Unanimously approved.

**VII. Approval of Board Meeting Minutes: MOTION (Weiler/Connie)** to approve the December 19, 2023, Reorganization & Board meeting minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Ms. Harvey from N. Mission View Place introduced herself as a realtor and prior CRCA Board member, and presented numerous community related events she has scheduled at the community center and invited the Board to attend and participate in these events. The Board thanked her for the invitation and for coordinating so many beneficial events within the community.

**IX. Homeowner Requests to Board:**

No requests submitted.

**X. Finance:**

**a. Balance Sheet Report for December 31, 2023:** Operating Cash \$565,488.07; Total Cash Reserve \$1,430,759.91; Accounts Receivable \$87,912.28; Other Assets \$119,382.96; Pre-Paid Income Tax \$1,047.00; Pre-Paid Insurance \$2,600.00; December 31, 2023, Total Assets \$2,207,190.22.

**b. Net Income Review for Month Ending December 31, 2023:** monthly & YTD net income reviewed.

**XI. Landscape Committee:**

No recommendations.

**XII. Architectural Review Committee:**

- a. **Design Guidelines Amendments to Sections: 'Additions & Modifications', 'Accessory Buildings', 'Gazebos', and 'Guest Residence': MOTION (Weiler/Connie)** to approve amendments by the Architectural Review Committee to the Design Guidelines as presented. Unanimously approved.

Amendments to go into effect upon publication of the March/April 2024 edition of *The Windmill* newsletter, and a copy of the approved Design Guidelines can be found online at [www.CRCATucson.com](http://www.CRCATucson.com).

**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 #20293 (Duty of Maintenance)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- c. **ID #92340, #20656, #106716, #19079 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- d. **ID #20571 (Duty of Maintenance)** – Recommendation of \$25 weekly fine & 30-day pool suspension until the property is brought into compliance.
- e. **ID #85537 (Unsightly Materials)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- f. **ID #79308 (Unsightly Materials)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #43961 (Unsightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- h. **ID #85537 (Landscape Parking)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- i. **ID #19178 (Unsightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

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

**XIV. Unfinished Business:**

- a. **Pool Service Proposals: MOTION (Cicala/Weiler)** to postpone approval of the pool service proposals from Oasis Pool Service after more bids are received from other contractors, and after meeting with the owner of Oasis Pool Service to discuss their proposals in more detail. Unanimously approved.

**XV. New Business:**

- a. **Ad Hoc IT Committee: MOTION (Bracken/Cicala)** to approve appointing the following members to participate on a temporary IT Committee to assess current IT equipment and systems, and to make recommendations for replacement and modernization to present at the May 21, 2024, Board meeting: Mr. Clement DeLarge, Mr. Rick Brown, and Mr. Larry Lemieux. Unanimously approved.
- b. **Desert Traditions I Guard Rail Repaint (N. Ceremony Place): MOTION (Cicala/Weiler)** to approve the proposal from Approved Painting to repaint the guard rail in the common area at the end of North Ceremony Place in the Desert Traditions I parcel, NTE \$675.00. Unanimously approved.

- c. **Community Center Main Pool Pump #1 Replace: MOTION (Cicala/Smith)** to postpone until after the proposal can be discussed in-person with the owners of Oasis Pool Service when the proposals are also being discussed. Unanimously approved.
- d. **Community Center Banquet Chairs Replace: MOTION (Cicala/Connie)** to not approve the proposal from Uniflex Church Furnishings, Inc. to replace the community center banquet chairs, per the Reserve Study. Replacement of chairs to be postponed one year in the Reserve Study due to acceptable condition of chairs. Unanimously approved.
- e. **Comcast Internet Agreements: MOTION (Cicala/Smith)** to approve the 36-month term internet agreements from Comcast for the Windmill and community center buildings, NTE \$4,209.36 annually. Unanimously approved.

**XVI. Manager Report:**

Ms. Boykin reported that in December, 9 homes sold/closed in CRCA, 5 homes sold/closed in Sunflower & 0 homes sold/closed in Sierra Pointe; AAA Landscape continuing hard cutbacks on certain plants; AAA Landscape put the irrigation valve replacement project on hold to re-verify the scope of work; the Landscape Committee is currently assessing the Silverbell entry turf and water usage; the Windmill Pool was closed January 1<sup>st</sup> and will reopen March 1<sup>st</sup>; the splash pad surge tank delivery date has been delayed pending water testing; presented 2023 pool usage data for both pools; the Windmill Park ramada roofs order has been processed; the 2024-2025 Reserve Study is underway; and the Drone Club has reserved the Windmill Park baseball field on January 20<sup>th</sup>.

**XVII. Adjournment:**

Meeting adjourned at 6:39 P.M. Executive Session to follow.

**Next Board of Directors Meeting scheduled for February 20, 2024, at 6:00 P.M. at the Community Center.**

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Tim Weiler, Secretary

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