

**Continental Country Club  
Homeowners Association  
Regular Meeting of Board of Directors  
May 26<sup>th</sup>, 2015  
2:30 p.m.**

1. **Call to order** – Bill Babb, President, called the meeting to order at 2:28 p.m.
  
2. **Roll Call** – CCC Staff Member Judi Barrett called roll. All board members were present except for Secretary Vicki Duncan. Others present at the meeting were Executive Director Bobby Zweifel and staff members Carmichael, Wright and Barrett.
  
3. **Approval of Agenda** –The agenda was presented and reviewed. Zweifel requested to add Jeff Johnsons Lake Elaine presentation to the agenda. **Prida made a motion to approve the agenda as amended. Motion was seconded and carried unanimously. (MSCU).**

4. **Homeowner Participation**

Homeowners Dick Fink, Tom & Gina Madden, Vicki Steadman, Sandy Scott, Frank Malmstone and Marilyn Julian were present. Mr. Fink stated that CCC was doing a great job with the Walnut Canyon Lakes. He asked that the association address the accumulating trash along the Walnut Canyon Lakes next.

5. **Approval of Minutes**

- The Minutes for the April 2015 meeting were reviewed. Bruce Clark stated that there was no mention of a vote for the formation of the Greens and Grounds Committee. The board determined that once the Greens & Grounds Committee provided them with a statement of responsibilities for each facet of the committee, they would put the formation of the Greens & Grounds committee to a vote.
- **Prida made a motion was seconded and carried. (MSCU).**

5. **OB Sports Presentation-** Dale & C.A. from OB Sports presented an overview of the tasks accomplished by OB Sports since they began working for and with CCC which included

- Branding CCC by creating a new logo
- Providing CCC with a new website with abilities to make tee times and tennis reservations
- Providing assistance with graphics for the CCC Newsletter
- Introducing the High Country Card
- Introducing the automated Ball Dispersion machine for the Driving Range
- Provided assistance with structuring green fees

**Current projects of OB Sports include:**

- Developing a Northern Arizona package that would include a passport for CCC, Sedona Golf Resort and Pinewood.
- Developing a Flash Report system to track point of sales
- Providing an Exceptional Service customer service training program for CCC staff

**The board provided OB Sports with critiques on the following subjects:**

- The timeliness of OB Sports in getting some of the accomplished tasks in working order
- The new tennis website not functional
- Giving CCC very little face to face time with an OB representative

OB Sports stated that Phil Green would be the official regional representative for OB Sports and would be present via teleconference for future CCC Golf Committee meetings.

Directors Chambers commented on some of the successes of OB Sports including

- Adding EZ Links Booking system
- New Website which looks good
- Booking Engine is great
- Automated Ball Machine has proven to be very helpful

**6. Jennifer Grogan, representative for the Blues and Brews Festival presented the board with more information about the operations of the festival.** Producers were aggressively marketing the festival. A new VIP section would be added for the festival. Set up for the festival will begin June 19<sup>th</sup> 2015 at 5:00am. There will be security all night thereafter. The driving range facility will be given back at 10:00am on June 21<sup>st</sup>.

**7. CC&R Enforcement – 2137 N. Rio de Flag – Carlos Monell- Trailer parking on property**

- Mr. Monell was not present for the meeting
- The board agreed to remove Mr. Monell from the agenda for the following months

**8. Discussion/Standing Items**

- The board discussed and settled on August 22<sup>nd</sup> as the date for the Annual Board Meeting.

**9. Action Items**

- **Finance Committee Report – April 2015: Rolley reviewed the following financial reports:**

- i. Income statement for the month of April 2015
- ii. Income statement for Year to Date April 2015
- iii. Income statement for Golf Business Unit: month of April 2015
- iv. Income statement for Golf Business Unit: Year to Date April 2015
- v. Income statement for Small Business Units: month of April 2015
- vi. Income statement for Small Business Units: Year to Date April 2015
- vii. Statement of Cash Flows: Month to Date April 2015
- viii. Statement of Cash Flows: Total Year to Date Statement of Cash Flows:  
Total Year Cash Flow Estimate

**Prida made a motion to approve the financials as presented. The motion was seconded and carried. (MSCU).**

**8. Department Reports**

- **Executive Director of CCC, Bobby Zweifel, reported that:**

- New equipment for the fitness room were ordered and the fitness room was going to be repainted. The resurfacing of the Pickleball Reports were complete. The new deck on the pool was complete.
- The board discussed the costs involved with keeping Lake Elaines water level at the court ordered level with it's leaks. Board also discussed steps that needed to introduce alternative plans to the homeowners, the court and City of Flagstaff.

Prida made a motion to approve a budget of \$2000 to assist with the cost of having the wall on the restaurant patio removed. **The motion was seconded and carried. (MSCU).**

- **Lake Elaine: Landscaping** - Jeff Johnson presented the following landscaping options for Lake Elaine and costs for each option.

- Landscaping Lake Elaine with a shallower slope
- Landscaping with a shoreline
- Landscaping with a steeper slope

All options included the incorporation of soil stabilizing vegetation.

- **Marketing - Director of Marketing & Events reported that:**

- She arranged for a photo shoot of the CCC grounds and for a drone to fly over CCC for a video. She also stated that postcards will be mailed to Non-HOA properties within the CCC area inviting them to join the CCC HOA by June 2<sup>nd</sup>. The postcards will be followed up with phone calls to each house.

- **Golf Committee**

The meeting commenced with a Golf Report while I was assisting a member in the lobby. Therefore, there are no minutes on the Golf Committee report.

- **Greens and Grounds Committee**

The board had no questions or comments on the submitted Green & Grounds Committee Report.

- **FGMC - Superintendent of FGMC Jeff Plattis reported that:**

- Plattis reported that FGMC YTD was under budget. FGMC was currently at full personnel and staff. Current projects included midge fly and herbicide treatments on the lakes, weed control and geese prevention on the lakes, and re-mulching tree wells. FGMC will begin asphalt repair on the cart paths and mulching around the bathrooms at hole #15.

- **Golf Report – Wright Reported that:**

- He had trained 7 staff members on the EZ Links system. Wright & the golf committee have been working very hard with the Flagstaff Men's Golf Club to have them return to CCC twice a month.

- **Tennis – Director of Tennis Greg Kleiner reported that:**

- The new Tennis scheduling website was proving to be very successful.
- He ordered a net to go between courts 1 & 2
- CCC Purchased a used ball machine

- **CC&R Report – CC&R Supervisor Judi Barrett reported that:**

- We are receiving many DRF's for landscaping
- Not so many fence requests
- Most Violations are regarding Accumulating Items

**10. Agenda Items for June 2015 Meeting:**

- Greens & Grounds Committee – Statement of Responsibilities & Vote (Action items)
- 4<sup>th</sup> of July Report

**11. Adjourn.** There being no further business, **Prida made the motion to adjourn the meeting at 5:07 p.m. The motion was seconded and carried unanimously (MSCU).**

Respectfully Submitted:

Judi Barrett, Director of Membership Services

# Continental Country Club