

**Continental Country Club  
Homeowners Association  
Regular Meeting of Board of Directors  
April 26<sup>th</sup>, 2016  
2:30pm**

1. **Call to order** – DeeDee Malmstone, President, called the meeting to order at 2:35
2. **Roll Call** – CCC Staff Member Barrett called roll. All board members were present. Others present at the meeting were CCC staff members Noble, Barrett, Murray and Wright.
3. **Approval of Agenda** –Kleiner made a motion to approve the agenda as amended. **Motion was seconded and carried unanimously. (MSCU).**
4. **Homeowner Participation** – Homeowner Patrick Byrnes stated that he was there to observe only
5. **Approval of Minutes** – Chambers made a motion to approve the minutes for March 2016 Board Meeting. **The motion was seconded and carried. (MSCU).**
6. **Action Items**
  - **Finance Committee Report – March 2016:**
    - i. Income statement for Year to Date **March 2016**
    - ii. Income statement for Golf Business Unit: month of **March 2016**
    - iii. Income statement for Golf Business Unit: Year to Date **March 2016**
    - iv. Income statement for Small Business Units: month of **March 2016**
    - v. Income statement for Small Business Units: Year to Date **March 2016**
    - vi. Statement of Cash Flows: Month to Date **March 2016**
  - **Chambers made a motion to approve the financials as presented. The motion was seconded and carried. (MSCU).**
7. **Natural Channel Designs (NCD)- Lake Elaine Presentation**
  - Representative for NCD Alan Haden presented design options for Lake Elaine
  - The board discussed various types of liners that could be used to re-line Lake Elaine
  - The board asked the representatives to produce a more realistic rendering of the landscape design in the Lake Elaine area, for the design option of removing the lake.
8. **CC&R's – Continuing & Recurring Violations**
  - **McGrath moved to nominate 4100 Broken Rock Lp. as a property with Continuing & Recurring Violations. The motion was seconded and carried. (MSCU).**
  - McGrath inquired into 4228 Coburn Dr. owner's progress in removing their privacy screens between his property and his neighbor's property, which were not approved. Barrett reported on the latest additional DRF that was submitted by the owner's neighbor.
9. **Department Reports** - The Board reviewed the following reports. With the exception of items noted, there was no further discussion/action taken on the written reports provided.
  - **FGMC Report - Jeff Plattis**
    - ❖ Plattis reported on vandalism on the control box at the #5 tee
    - ❖ AZ Seal Coat performed asphalt patching on the cart paths throughout the golf course
    - ❖ Plattis stated that that FGMC was successfully catching golfers

- **Recreation Report**
  - ❖ **Tennis Report** – Kleiner reported that tennis was going well
  - **Pickleball Report** – Blake Rolley
    - Rolley reported that CWPA had recommended a slight increase in dues
    - Rolley expressed concern over the board resolution that entitled the CWPA to all monies collected for pickleball memberships (CCC & CWPA).
  - **CCC Wyndham Recreation Report** – Bobby Zweifel
    - Bear Paw - Pool will open May 4<sup>th</sup>, they will be installing new railings in the party pad and mini golf, and putting outdoor tv's around the Jacuzzi area
    - Clubhouse Pool – Wyndham will be installing ID card locks for the CCC Pool and installing a handicap bathroom stall in men and women's pool restrooms
    - Fitness Center – Decided to postpone fitness center expansion until the winter
  
- **House Committee – Brian Vance**
  - ❖ Will be completing the shelters at 15 tee by next month
  
- **Golf Committee Report – Bill McGrath**
  - ❖ Malmstone inquired into whether the property on 15<sup>th</sup> tee was surveyed for property lines. The survey had not yet been completed
  - ❖ Winning bids for the driving range balls came from Oxendale Auto Dealer and West USA Realty advertisement
  
- **Golf Operations Report – Brian Wright, Director of Golf Operations**
  - ❖ Discussed total number of high country cards sold for the month and the year; 76 so for the month of April and 114 Year to date
  
- **Marketing Report – Tahlia Murray, Director of Marketing**
  - ❖ Wright reported that the golf operations was going to start Brown Bar Pricing golf rates between 2:00pm and 3:00pm
  
- **General Manager Report – Blake Rolley**
  - ❖ Rolley was currently looking for a maintenance staff
  - ❖ Wyndham staffs one person to detail the entire clubhouse building every morning. Wyndham charges Oakmont for the services
  - ❖ Side Parking Lot - Rolley proposed adding a retaining wall of limestone beginning from behind the cart barn where there is currently limestone rock and ending at the tennis courts. This would be followed by the paving of the side parking lot with a polymer asphalt and chip seal solution. The project would conclude by digging a trench for water to drain off the wall instead of adding a french drain
  - ❖ **Dannenfeldt made a motion to adopt the new plan for the parking lot to include an additional \$8000 budget overage. The motion was seconded and carried. (MSCU).**

- **CC&R Report – Judi Barrett**

- ❖ McGrath inquired into the allowable time bulk trash may be placed curbside. Barrett answered that the CC&R's allow bulk trash to be placed curbside 1 week prior to the week of pick up. In addition, the bulk trash pick up has been running 1 week behind on average. Therefore, bulk trash can be curbside for close to three weeks.
- ❖ Rolley stated that he would like to see an increase in the frequency of CC&R drives

## 10. Discussions

- **Lake Elaine and the City of Flagstaff**

- ❖ Rolley explained the purpose of Lake Elaine being an agenda item for the upcoming Flagstaff City Council Meeting. Before the city can come up with any partnership or task force, it must first be approved by city council. This was known as a Future Agenda Item Review
- ❖ **Vance made a motion to have Rolley meet with city council member Coral**
- ❖ **Chambers amended the motion by adding the following: to include that CCC request the agenda item be taken off the agenda and postponed until CCC has conducted homeowner meetings about Lake Elaine with both the homeowners and legionnaires and have narrowed the focus of what we are doing with Lake Elaine. The motion was seconded and carried. (MSCU).**
- ❖ Malmstone presented a preliminary draft of a letter of communication going out to owners of properties surrounding Lake Elaine. The letter will inform the homeowners about the current status of the Lake Elaine research

- **Oakmont Restaurant**

- ❖ Rolley presented proposed plans by the Oakmont to expand the patio and turn the Oak bar into a pizza/wine bar
- ❖ **Dannenfeldt moved to approve a capital expenditure budget of up to a maximum of \$10,000 for the patio expansion, to include the additional concrete and the poles for the shade screens. The motion was seconded and carried. (MSC). Kleiner opposed the motion.**

- **Review of Reserve Analysis**

- ❖ Rolley gave an overview of how the Reserve Analysis would be structured
- ❖ Will be meeting with department heads and committees to evaluate possible future project costs
- ❖ Rolley stated that he has two bids for landscaping the front of the clubhouse property and Oakmont that came from Vista Landscaping and Warners Landscaping. Waiting on one more bid from Agassiz.
- ❖ Malmstone inquired into landscaping the area outside of the fitness room. Rolley stated that there are plans to plant in that area. Costs will come out CCC regular maintenance expenses

## 11. Action Items

- **Kids Xtreme Camp, Update**

- ❖ Rolley updated the board on the following developments for the Xtreme Kids Camp
  - i. staffing
  - ii. stipend for workers
  - iii. promoting the camp

- **Date for Annual Meeting**

- ❖ The board settled on Saturday August 27<sup>th</sup>, 2016 for the Annual Meeting
- ❖ Barrett was instructed to reserve the smaller auditorium at Christ Church for the meeting

- **Small Claims Court to Get Payment from Jake's Restaurant for Liquor License**

- ❖ Rolley stated that he needs board approval to take action to reach out to Gary Kerulis regarding his debt.
- ❖ Chambers made a motion to have the CCC attorney draft a letter to Gary Kerulis regarding the unpaid debt for the Liquor License

## 12. Informational Items

- Barrett informed the board about computer applications that will streamline the whole CC&R monitoring and letter writing process

13. **Agenda items for BOD Meeting May 2016:** Chambers informed the board that he would be out of town from May 24<sup>th</sup> – June 20<sup>th</sup>

14. **Next Meetings (tentative):** May 24<sup>th</sup>, 2016 at 2:30pm

15. **Adjourn:** Malmstone adjourned the meeting at 6:25pm

Respectfully Submitted:  
Judi Barrett, Director of Membership Services  
Continental Country Club