

**Continental Country Club
Homeowners Association
Regular Meeting of the Board of Directors
September 25, 2018 3:00pm
Meeting Minutes**

1. **Call to Order:** Dusty Rhoton, Vice President, called the meeting to order at 3:00pm
2. **Roll Call:** All members of the board were present except David Chambers, Gary Smith and Steven Schlosser. Others present were Chris Shields and Tahlia Murray.
3. **President of the Board Address:** Rhoton welcomed all homeowners and Board Members to the September Board Meeting. She started by announcing that she will be covering the meeting today for David Chambers who is on vacation. She reminded the homeowners that when the homeowner participation of the meeting comes she asked that they please keep their comments or questions to three minutes.
4. **Approval of Agenda:**
 - *Goitia made a motion to approve the agenda. The motion was seconded by McGrath and carried unanimously. (MSCU)*
5. **Approval of Minutes:**
 - Regular Meeting of the Board- August 28, 2018
 - *Evans made a motion to approve the minutes. The motion was seconded by Hoadley and carried unanimously. (MSCU)*
6. **Homeowner Participation:**
 - This portion of the meeting is for items that are NOT on the agenda. **Please limit comments to three minutes.**
 - **No Homeowner Comments**
7. **Department Reports:**

Golf Committee Report– McGrath held his first Golf Committee Meeting on September 19th at 9am after being nominated as the committee chairman. McGrath informed the Board the he will be holding his meeting the Wednesday before the monthly Board meetings allowing time for the committee to gather their notes for the board meeting. For the first meeting McGrath split the committee up into teams and drove the course asking each to make note of present conditions and suggested repairs. This report was then shared with the General Manager of Continental and FGMC.

General Manager Report- Chris Shields: Shields started by announcing that the 2019 budget process has begun! Shields stated that the staff as a whole has been working hard on getting accurate quotes to ensure we allocate enough money to each expense. Next Shields stated that due to issues earlier in the season with the pool heaters the pool will not close until October 1st. On September 28th and 29th the Flagstaff City Golf Championship will be returning to Continental Country Club and we are pleased to announce that we have over 45 players. Shields stated we are dedicated to continue hosting this event and growing it year after year.

Drive Log – Linda Caniglia: Caniglia reported since the August Meeting she issued 26 violations. She has been focused on utility trailers, barking dogs, weeds and RV/Trailers parked on lots past the 72 hours. There has been numerous design review forms submitted for exterior paint, deck replacements, fence repairs, privacy fences and tree removals.

Marketing Report- Tahlia Murray: Murray announced the last two golf tournaments for the season. The Flagstaff City Golf Championship scheduled for 9/28-9/29 and the Mountain Ridge Tournament scheduled for 10/5-10/6. The Flagstaff City Championship currently has 45 players and the team has raised over \$3,000 in sponsorships! Murray also announced the completion of the New Homeowner Welcome Packet which includes the disclosure statement. She stated that she has also finalized the Membership Policies and Rules and Regulations to present to the Board of Directors in the October Meeting for approval. In August there were 16 property transfers and in September there were 14. Lastly, she updated the Board that she is working with Joe Bodin, CCC Website Designer, to create two new website pages: 1. Lake Elaine and 2. Neighborhood Safety.

8. Discussion Items

City of Flagstaff Water Agreement: Chris Shields- Shields announced that he attended the Flagstaff City Council Meeting and a vote was held to no longer allow the department manager to approve the reclaimed water contracts. Continental Country Club's Reclaimed water contract is currently expired as of July 2017. City Council will be approving all contracts moving forward.

- **Carl Wood- 1860 Rain Tree-** Mr. Wood asked the Board when the water contract expired and if CCC and the City of Flagstaff have any disputes at this time? **Water contract expired July 2017. No disputes.**
- **Mark Geninatti- 4820 E. Firestone Lane-** Informed the Board that this topic was the number one concern at the Aspen Annual Meeting.

- **Neighborhood Safety Watch Group Update:** Chris Shields & Tahlia Murray- Shields presented the below information to the Board.
 - Website Tab Creation- Deadline 10/5/2018

- Joe Bodin to create a dedicated tab on CCC website. Payment from homeowners will be processed through PayPal which links to CCC Operating Account.
 - Creation of 1-800#
 - Phone Number will direct afterhours to Messages & More (on-call services).
 - Training & Scripts
 - CCC will provide Messages & More with approved vs. not approved call outs for Security. The Management Team will ensure that Messages & More staff is properly trained.
 - Southwest Security Response
 - Southwest will only respond when Messages & More dispatch an approved call.
 - Reporting from Southwest Security
 - Southwest Security will document every call and notate if Police or Fire Department were dispatched. Management will receive reports on a daily basis.
 - Violation Letters & Fines Imposed
 - CCC Staff will receive security report and issue proper violation letters and fines on next business day.
 - Communication and Notification to Homeowners
 - **November billing** to all homeowners will include the “approved” Rules and Regulations and Membership Polices.
 - **December mailing** will include a magnet with all contact information necessary to contact Messages & More. It will also include a cover letter explain the program and acceptable call-ins.
 - **January mailing** will be a final letter announcing the launch of the program! All publications including: newsletters, e-blasts and violation letters will include the afterhour’s phone number.
 - **Leann Havenga- 4710 E. Quail Valley Way-** Asked if the homeowner could be contacted at the same time as the Security Guard is dispatched? Mrs. Havenga expressed concern with fines be imposed and not having enough time to pass the fines on to her tenants.
- **Amended Articles of Incorporation:** Tahlia Murray- Murray present the Board with the Amended Articles of Incorporation with the verbiage under Article XI amended in its entirety as follows:
 - The highest total loan amount to which this Corporation may be subject at any one time (versus other types of indebtedness or liabilities) shall not exceed Two Million Six Hundred Fifty Thousand Dollars (\$2,650,000.00) unless a different amount is authorized by three-fourths (3/4) vote of the Board of Directors. The private property of each and every incorporator,

Director, officer and member of this Corporation shall, at all times, be exempt from all debts, obligations and liabilities of this Corporation.

- **Creation of New Committee- Golf Sustainability Committee:** John Keegan- TABLED

9. Action Items

- Golf Committee & FGMC Assignments
Evans made a motion to approve the below committee assignments. The motion was seconded by Goitia and carried unanimously. (MSCU)

<u>Golf Committee</u>	<u>FGMC Committee</u>
Bill McGrath	Bill McGrath
Gary Smith	Gary Smith
John Keegan	Chuck Thompson
Chuck Thompson	
Frank Malmstone	
Chris Shields	
Tahlia Murray	
Chris Mandziuk	

- Amended Articles of Incorporation
Evans made a motion to approve the Amended Articles of Incorporation. The motion was seconded by Goitia and carried unanimously. (MSCU)
- Golf Sustainability Committee- TABLED

10. Informational Items to and From Board Members and Staff

11. Agenda Items for Next Month

- Add Insurance Coverage to October or November Agenda
- Water Meter Chart, how much water does the city produce and who gets it?
- Golf Sustainability Committee

12. Next Meeting: **November 27, 2018**

13. Adjourn:

- ***Hoadley made a motion to adjourn the meeting at 4:05pm. The motion was seconded by Goitia and carried unanimously. (MSCU)***

Respectfully Submitted By,
Tahlia Murray
Director of Marketing