

Continental Ranch Community Association

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Covenants Committee June 6, 2012 Meeting Minutes

- I. **Call to Order:** 6:03 p.m. at the **Windmill Park Office.**
- II. **Roll Call:** Committee members: Bob Vollbrecht & Arlene Sieckowski were present. Board Liaison Peggy Bracken and Management representative Paula Bellina were also present. Bill Cicala was excused.
- III. **Approval of the June 6, 2012 Agenda was approved by Motion** (Bracken/Vollbrecht) and passed unanimously.
- IV. **Approval of the May 2, 2012 Minutes was approved by Motion** (Sieckowski/Vollbrecht) and passed unanimously.
- V. **Guests:** None
- VI. **Board Actions from the May 17, 2012 BOD meeting:**
 1. All motion recommendations for fines/pool suspensions and lot cleanups from the May 2, 2012 Covenants meeting were approved under consent agenda.
 2. Street parking complaint (Account #20121) motion to fine account \$25 was unanimously approved.
 3. Lot cleanups for occupied properties: Timeline recommendation for weeds in occupied properties is: following the second letter a fine is recommended. If, in 30 days following second letter issue, the weeds have not been removed, Management notifies homeowners that a lot cleanup will be scheduled, with costs assessed to the account. In discussion, the Board suggests amending this timeline to two weeks (vs. 30 days). MOTION made/seconded (Lemieux/DeLarge) to accept the second letter and fine proposal, but amend the committee recommendation to two weeks following the second letter for scheduling lot cleanup with cost assessed to the account. Discussion: At time of home resale closing, lot clean-up fees may be recouped. Unanimously approved.
- VII. **Management Report:**
 - A. Show of VMS reports- between 5/3/2012 and 6/6/2012 there was a total of 124 letters sent. 103 first letters and 21 certified second letters sent. Breakdowns of the violations were included in the meetings packet.
 - B. Total calls made to homeowners regarding violations- 41
 - C. Total yellow tag notices placed on trash cans- 91
 - D. Total trash cans observed including the Yellow tags - 278
- VIII. **Unfinished Business:**
 - A. 3rd courtesy letter follow up:
 1. Account #20202 (weeds) **MOTION** (Bracken/Vollbrecht) to have management send courtesy letter thanking owner for the work they have

completed and ask that they continue to work on the weeds. Committee will review account at next month's meeting. Motion was discussed and passed unanimously.

2. Account #20542 (weeds) **MOTION** (Bracken/Vollbrecht) to recommend to the BOD that the property receive a \$25 fine and loss of pool privileges for 30 days. Also management is to send a letter informing homeowner the weeds are to be removed in 14 days or a lot cleanup will be scheduled and the costs will be assessed to the account. Motion was discussed and passed unanimously.

B. Account #18588 (weeds) **MOTION** (Bracken/Vollbrecht) to recommend to the BOD that the property receive a lot cleanup and pre-emergent application, costs to be assessed to the account. Motion was discussed and passed unanimously.

IX. New Business:

A. 2nd letter request to appear before the committee:

1. **MOTION** (Bracken/Vollbrecht) to recommend to the BOD that Accounts #20301 (weeds), #20473 (weeds), #21661 (weeds), #17800 (tree encroachment & weeds), #19194 (weeds), #18663 (weeds) & #18880 (weeds) all receive a \$25 fine and loss of pool privileges for 30 days. Also Management is to send a letter informing homeowners if the violations are not corrected in 14 days a lot cleanup will be scheduled and the cost will be assessed to the account. Motion was discussed and passed unanimously.
2. **MOTION** (Vollbrecht/Sieckowski) to have management send courtesy letter to Accounts #19631 (weeds) & #19757 (weeds) thanking homeowners for the efforts they have made, and ask that they continue to work on the weeds. If weeds remain Committee will review the accounts at next month's meeting. Motion was discussed and passed unanimously.
3. **MOTION** (Bracken/Sieckowski) to postpone action on Accounts #17891 (gazebo complaint) & #24787 (cactus encroachment) until next month's committee meeting. Motion was discussed and passed unanimously.
4. Account #18705 (weeds) **MOTION** (Bracken/Vollbrecht) to recommend to the BOD that the property receive a lot cleanup and pre-emergent application, costs to be assessed to the account. Motion was discussed and passed unanimously.

B. Account #18701 (Misc. items complaint) after reviewing the before and after pictures the committee made a **MOTION** (Sieckowski/Bracken) to have management continue the letter process, thanking the homeowners for their efforts at removing the misc. items. However, some items are still visible from the street and will need to be removed completely before the complaint can be closed. Motion was discussed and passed unanimously.

X. **Next meeting date:** July, 11 2012 at 6:00 p.m. at the **Windmill Office**.

XI. **Adjourned - By Motion at 6:49p.m.** (Vollbrecht/Sieckowski) Motion passed unanimously.