

# Continental Ranch Community Association

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## **Covenants Committee June 5, 2013 Meeting Minutes**

- I. **Call to Order:** 6:01 p.m. at the **Windmill Park Office.**
- II. **Roll Call:** Present - Leslie Hammond (Vice-Chair)  
Al Diaz  
Duane Snider  
Cindy Snider  
Nick Westphal  
Peggy Bracken, Board Liaison  
Paula Bellina, Management representative  
Stephen Hinchliffe, Management representative  
  
Excused - Bill Cicala (Chair)  
Bob Vollbrecht  
Arline Sieckowski
- III. **Guests:** None
- IV. **Approval of the June 5, 2013 Agenda was approved by Motion**  
(Westphal/Bracken) and passed unanimously.
- V. **Approval of the May 1, 2013 Minutes was approved by Motion**  
(Hammond/Bracken) and passed unanimously.
- VI. **Board Actions from the May 16, 2013 BOD meeting:**  
Meeting was canceled due to lack of quorum. The following motions were approved by Action-in-Lieu on 5/22/2013.
  - A. Weeds Violations on IDs #20650, #21156, #17748, #25483, #18886, #20243, and #20181 – approve lot cleanups with costs assessed to their accounts. Budget Code: 86500 (Yard cleanup)
  - B. Lack of ARC Approval; Wall Addition, ID #18632 – approve a \$25 fine and a 30-day pool suspension.
- VII. **Management Report:**
  - A. Show of VMS reports- between 05/02/2013 and 06/05/2013 there was a total of 221 letters sent. 176 first letters and 45 certified second letters sent. Breakdowns of the violations were discussed in the meeting.
  - B. Calls made to homeowners regarding violations: 84
  - C. Yellow tag notices placed on trash cans: 42
  - D. Total trash cans observed:241
  - E. Lot clean-ups: 6 completed

**VIII. Unfinished Business:**

- A. Account #19377 (misc. items, \$25 monthly fine/pool key suspension) MOTION (Westphal/Bracken) to continue with the monthly fine and pool key suspension. Motion was discussed and passed unanimously.
- B. Account #18632 (wall addition, lack of ARC approval) **MOTION** (Hammond/D. Snider) to recommend to the BOD a \$25 fine and additional 30 day pool suspension be placed on the account. Motion was discussed and passed unanimously.

**IX. New Business:**

A. 2<sup>nd</sup> letter request to appear before the committee:

1. Account's #19776, #20049, #25773, #21666, #22224, #18152, #19740, #19757, & #22636 (weeds) **MOTION** (D.Snider/Westphal) to recommend to the BOD if weeds are not removed by 06.20.2013 a \$25 fine be placed on their accounts. Motion was discussed and passed unanimously.
  2. Account #18925 MOTION (Diaz/D. Snider) to have management send a letter thanking the homeowner for their efforts at removing the weeds, and ask that they continue to remove the remaining weeds. Motion was discussed and passed unanimously.
  3. Account #20055 (weeds) **MOTION** (Westphal/Bracken) to recommend to the BOD a lot clean-up be scheduled and costs to be assessed to the account. Motion was discussed and passed unanimously.
  4. Account #21810 (weeds) MOTION (Westphal/Bracken) to have management send a letter thanking the homeowner for their efforts at removing the weeds, and ask that they continue to remove the remaining weeds. Motion was discussed and passed unanimously.
  5. Account #21205 (weeds & tree encroachment) & #25554 (weeds) **MOTION** (Hammond/Bracken) to recommend to the BOD lot clean-ups be scheduled and the costs to be assessed to their accounts. Motion was discussed and passed unanimously.
  6. Account #18746 (trash can) **MOTION** (Hammond/Westphal) to recommend to the BOD a \$25 fine be placed on the account. Motion was discussed and passed unanimously.
- B. 2013/2014 Budget: **MOTION** (Hammond/Westphal) to submit to finance committee a budget of \$4,000 (\$3,000 lot clean-ups and \$1,000 misc. trash removal) for the ensuing year 2013/2014, to fund lot clean-ups and misc. trash removal. Motion was discussed and passed unanimously.
- C. Account #18809 (short term parking variance): Homeowner submitted written request to committee asking permission to store boat trailer on driveway for 10-20 days. MOTION (Diaz/Bracken) to allow account #18809 (short term parking variance) 20 days to store trailer on driveway, starting today 06.05.2013. If trailer is not removed after 20 days, management is to start the covenants process with homeowner. Motion was discussed and passed unanimously.

**X. Next meeting date:** July 3, 2013 at 6:00 p.m. at the **Windmill Office**.

**XI. Adjourned - By Motion at 6:44p.m.** (Westphal/D. Snider) Motion passed unanimously.

**All CRCA Board and Committee Meetings are audio recorded.**