

Continental Ranch Community Association  
Board of Directors Meeting at the Community Center  
September 16, 2014 at 6:45 pm

MEETING MINUTES

**I. Roll Call/Quorum:**

Directors Present: Mr. John Lambert, President; Mr. Nick Westphal, 1<sup>st</sup> Vice-President; Ms. Peggy Bracken, Treasurer; Ms. Connie DeLarge, Secretary; Ms. Marilyn Stimpson, Director at Large; Mr. Bob Vollbrecht, Director at Large. Excused absence noted for Mr. Bill Dawes, 2<sup>nd</sup> Vice-President. Also present: Mr. Josh Seng, Community Manager and Mr. Stephen Hinchliffe, Project Coordinator; and approximately 7 residents in the audience.

**II. Call to Order:**

Mr. John Lambert, President, called the meeting of the Board of Directors to order at 6:45 p.m.

**III. Guests:**

No guests were scheduled.

**IV. President's Message:**

No Presidents Message was given.

**V. Adopt the Agenda:**

**MOTION (Vollbrecht/Stimpson)** to adopt the September 16, 2014 Board Meeting Agenda. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: August 5, 2014 Landscape; August 6, 2014 Covenants; August 7, 2014 ARC; August 11, 2014 Finance; August 21, 2014 ARC; Covenants agenda items b. – f. **MOTION (DeLarge/Stimpson)** to accept consent agenda. Unanimously approved.

**VII. Approval of Board Meeting Minutes:**

a. **MOTION (Stimpson/Bracken)** to approve the August 19, 2014 Board Meeting Minutes as presented. Unanimously approved.

b. **MOTION (Bracken/Vollbrecht)** to approve the August 22, 2014 Minutes of the Board Meeting to certify the slate of candidates, as presented. Unanimously approved.

**VIII. Request to the Board:**

a. **Community Center Rental Cancellation Request MOTION (DeLarge/Bracken)** to waive the cancellation fee. Five in favor, one opposed (Lambert). Motion carried.

**IX. Activities / Events:**

*The following were noted-*

- a. **Monthly Block Parties** – every second Monday at Windmill Park; next event will be October 13<sup>th</sup>.
- b. **Weekly Farmers Market** – every Thursday at Windmill Park

**X. Finance Committee:**

- a. **Balance Sheet Report for August 31, 2014** Operating Cash \$414,339.76; Total Cash Reserve \$829,665.81; Accounts Receivable \$133,906.18; Other Assets \$169,017.96; Pre-Paid Income Tax \$6,026.00; Pre-Paid Insurance \$2,832.00; August 31, 2014 Total Assets \$1,555,787.71.

**XI. Landscape Committee:**

- a. **Annual Flower Bed Soil Replacement – MOTION (Stimpson/DeLarge)** to approve proposal from Titan Landscape to replace soil in all annual flower planter beds NTE \$4,464, as recommended by the Landscape Committee. *Budget code #83005 (New Projects).*

**XII. Architectural Review Committee** – No recommendations this month

**XIII. Pool Committee** - No recommendations this month

**XIV. Covenants Committee:**

- a. **Covenants Enforcement Policy** – MOTION (Stimpson/Bracken) to revise the Covenants Enforcement Policy for scheduling of lot cleanups two weeks after Covenants Committee meeting once approved by the Board, as recommend by the Covenants Committee.

*\*Items b – f. approved on consent agenda.*

**b. ID #25802**

- i. **Trash Can & Trash Violation** – \$100 weekly fine and 30-day pool suspension.
- ii. **Lack of approval for Patio Addition** – \$100 weekly fine and 30-day pool suspension until the owner submits an ARC application.
- c. **ID #19506 & #27139 (Trash Cans)** – Recommend a \$25/monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #20317 (RV Parking)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #20816 (Landscape Parking)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #27054, #20889, #27004, #18588, #18873 (Weeds)** – Recommend a \$25 fine and 30-day pool suspension and a lot cleanup be authorized no sooner than 09/17/2014 if properties are not brought into compliance by 09/16/2014.

**XV. New Business:**

- a. **Covenants Violation Fine Policy for RVs and Boats – MOTION (Lambert/Westphal)** revise the covenants fine policy to include a \$25/week fines for RVs, Boats, & Trailers parked in violation of the CC&Rs.
- b. **Credit Card Processing Merchant Services** – Postponed, addition information requested.
- c. **Office Window Screens – MOTION (DeLarge/Stimpson)** to approve proposal by Screens & More for purchase and installation of window screens on the Windmill Park Office, NTE \$220.48.

**XVI. Old Business:** None

**XVII. Manager Report:**

Mr. Seng reported receipt of a last minute request from an owner to hold a wedding ceremony at Windmill Park on September 19<sup>th</sup>; MOTION (Bracken/DeLarge) to approve request. Unanimously approved.

Mr. Seng reported the pool monitor season concluded September 2<sup>nd</sup> with minimal coverage to close the pools each night continuing until November 1<sup>st</sup>; emergency repairs on electrical for Community Center parking lot lighting, Twin Peaks Monument lighting, and windmill park shed lighting;

Recommendation from management to schedule annual cleaning of community center chairs. MOTION (Lambert/Vollbrecht) to approve Aztec ChemDry to clean the chairs at a cost of \$4 per chair. Unanimously approved.

Mr. Seng reported that the quarterly deep cleaning of the Community Center would be scheduled following cleaning of the chairs; Community Center Pool was closed for a few days while the shower was cleaned; upcoming dates include October 14<sup>th</sup> early Board Meeting; October 21<sup>st</sup> Annual Meeting at Coyote Trail Elementary; October 13<sup>th</sup> Food Truck Roundup with rock climbing wall, October 14 – 17 Windmill Park parking lot seal coat.

**XVIII. Homeowner Forum:**

Mr. Ralph Perillo, resident of Sunflower Community, presented information about Pickleball Courts. Ms. Edna Coburn extended invitation to the Board and Management to the SCRCR Anniversary Event.

**XIX. Adjournment:**

MOTION (Bracken/DeLarge) to adjourn at 7:25 P.M. Unanimously approved.

Executive Session to follow.

**Next Board of Directors Meeting scheduled for October 14, 2014 at 6:45 P.M. as Community Center.**

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CONNIE DeLARGE, Secretary

*Minutes submitted by Josh Seng, Community Manager as approved by the Board of Directors*