

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
January 20, 2015 at 6:45 pm
MEETING MINUTES

I. Roll Call/Quorum:

Directors Present: Mr. John Lambert, President; Mr. Bill Dawes, 1st Vice-President; Mr. Nick Westphal, 2nd Vice-President; Ms. Peggy Bracken, Secretary; Ms. Marilyn Stimpson, Treasurer; Mr. Al Diaz, Director at Large; Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager and Mr. Stephen Hinchliffe, Project Coordinator; and approximately 5 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:

The Board President suggested adding the following to the consent agenda: Covenants items A. – G.; Pool items A. – E.; appoint Lucas Baer to Landscape Committee.

MOTION (Westphal/Vollbrecht) to adopt the January 20, 2015 Board Meeting Agenda as amended. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: November 1, 2014 Landscape; November 5, 2014 Covenants; November 6, 2014 ARC; November 10, 2014 Finance; November 20, 2014 ARC; December 1, 2014 Pool; December 2, 2014 Landscape; December 4, 2014 ARC; December 8, 2014 Finance; December 18, 2014 ARC; Covenants items A. – G.; Pool items A. – E.; appoint Lucas Baer to Landscape Committee. **MOTION (Westphal/Stimpson)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

a. **MOTION (Bracken/Stimpson)** to approve the November 18, 2014 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

No topics presented by audience; one audience member thanked the Board for their service.

IX. Requests to the Board:

a. **Variance Request** – Postponed

X. Activities / Events:

The following were noted-

- a. **Food Truck Roundup** – every 2nd Monday at Windmill Park; next is Feb. 9th

XI. Finance Committee:

- a. **Balance Sheet Report for December 31, 2014** Operating Cash \$575,675.10; Total Cash Reserve \$877,617.20; Accounts Receivable \$173,728.85; Other Assets \$169,017.96; Pre-Paid Income Tax \$6,026.00; Pre-Paid Insurance \$2,832.00; December 31, 2014 Total Assets \$1,804,897.11.

XII. Covenants Committee:

**Items a. – g. approved on consent agenda.*

- a. **Committee Membership Renewal** – renew 2015 membership to the Covenants Committee for the following: Bill Cicala, Bob Vollbrecht, Al Diaz, Duane Snider, Cindy Snider, and Nick Westphal.
- 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 #23854 (Conversion Parking)** – Postponed
- d. **ID #23030 (Refrigerator/Debris)** –\$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #22989 (Inoperable Vehicle)** –\$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #18069, #19669 (Trash Cans)** –\$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #19238, #19703 (Weeds)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for January 21, 2015 if property is not brought into compliance by January 20, 2015.

XIII. Pool Committee

**Items a. – e. approved on consent agenda.*

- a. **Committee Member** –appoint Peggy Bracken to the Pool Committee.
- b. **Spa Light Replacement** – accept proposal from Cimarron Circle Construction Company to replace halogen spa light with LED light NTE \$613.70.
- c. **Community Center Pool Deck Drainage** – accept proposal from Approved Painting to drill two weep holes in the south wall of the Community Center Pool deck area NTE \$440.
- d. **Pool Furniture Replacement** – accept proposals from Two Kings Hospitality, Telescope Casual Furniture, and Precision Precast for replacement of 1-umbrella, 9-chaise lounges, and 4-concrete tables, NTE \$6,000, following the reserve study.
- e. **Community Center Pump** – accept proposal from Oasis Pool Service to replace pump #2 at the community center pool, NTE \$1,291.95, following the reserve study.

XIV. Landscape Committee - No Committee recommendations this month

XV. Architectural Review Committee - No Committee recommendations this month

XVI. New Business:

- a. **River's Edge Playground Structure – MOTION (Stimpson/Bracken)** to approve proposal from HOA Playground Services for inspection and certification of playground structure located in Parcel 3, River's Edge, NTE \$150. Unanimously approved.
- b. **HVAC Service Contract – MOTION (Lambert/Vollbrecht)** to approve 2-year service contracts with Perry Heating & Cooling. Unanimously approved.
- c. **Crime Free Program – MOTION (Westphal/Dawes)** to adopt the Crime Free Resolution. Unanimously approved.

XVII. Old Business:

- a. **Pool Showers – MOTION (Lambert/Bracken)** to approved proposal from MK House to remodel the pool showers at both pools, NTE \$5,768. Unanimously approved.

XVIII. Action In Lieu of Meeting

- a. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves the proposal by Brijer Resources for the Annual Upper Tree Pruning of trees maintained by the Continental Ranch Community Association at a cost NTE \$10,485.
- b. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves the resolution pertaining to interest charged on delinquent accounts.

XIX. Manager Report:

Mr. Seng relayed a request from a resident (Walker) requesting use of the CRCA parking lot for a non-profit food exchange. Ms. Walker was present in the audience and presented the information to the Board and was granted permission for occasional use of the parking lot. Mr. Seng presented an estimate for replacement of a reserve study item, picnic tables at Windmill Park; Board gave consent to approve proposal by Precision Precast to replace the old tables with concrete tables. Mr. Seng reported on numerous items completed since the prior Board meeting including: Annual Financial Audit; Photos with Santa Food Drive; Volunteer Luncheon; Pool & Landscape Committee time/date change to first Monday of each month at 6pm & 7pm, respectively; Annual Tree Pruning service completed; Community Center pool deck leak repair completed, rescheduling warranty repairs; Spa plaster replaced and new spa tiles sealed with protectant; Splash Pad construction in progress; Pool equipment room expansion in progress; Community Center HVAC thermostats installed; Playground sand cleaning & replenishment completed; office grout cleaning and sealing complete; website email blast repaired.

XX. Adjournment:

MOTION (Bracken/Stimpson) to adjourn at 7:23 P.M. Unanimously approved.

Executive Session to follow.

Next Board of Directors Meeting scheduled for February 17, 2015 at 6:45 P.M. as Community Center.

Marilyn Stimpson, Secretary

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