

Continental Ranch Community Association  
Board of Directors Meeting at the Community Center  
November 17, 2015 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; Mr. Bill Dawes, 2<sup>nd</sup> Vice-President; Mr. Al Diaz, Secretary; Mr. Bill Cicala, Director at Large. Excused absence noted for Ms. Marilyn Stimpson, Treasurer and Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager and Stephen Hinchliffe, Project Coordinator; and 3 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:**

Shirley Crowder with Centerline Solutions.

**IV. President's Message:**

No report given.

**V. Adopt the Agenda:**

**MOTION (Westphal/Cicala)** to adopt the November 17, 2015 Board Meeting Agenda. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: October 1, 2015 ARC; October 5, 2015 Pool; October 5, 2015 Landscape; October 7, 2015 Covenants; October 15, 2015 ARC; **MOTION (Dawes/Cicala)** to accept consent agenda. Unanimously approved.

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

a. **MOTION (Dawes/Westphal)** to approve the October 13, 2015 and October 22, 2015 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Resident Doug Childress thanked the Board for their service. Two high school students spoke to the Board about a school project.

**IX. Activities / Events:**

*The following were noted-*

- a. **Food Truck Roundup** – every 2nd Monday at Windmill Park; next to be December 14<sup>th</sup>.
- b. **Holiday Decorating Contest** – Judging December 14<sup>th</sup>; volunteers needed for judging
- c. **Photos with Santa** – Saturday December 5<sup>th</sup> at Windmill Office

**X. Pool Committee:** No Business

**XI. Landscape Committee:**

- a. **Split Rail Fence Replacement at Parcel-3 Park – MOTION (Dawes/Cicala)** to approve proposal from Desert Knight Landscaping for replacement of split rail fence, NTE \$1,150, following the reserve study and as recommended by the Landscape Committee. Unanimously approved.

**XII. Finance Committee:**

- a. **Balance Sheet Report for October 31, 2015** Operating Cash \$545,395.40; Total Cash Reserve \$963,913.19; Accounts Receivable \$124,340.67; Other Assets \$163,502.96; Pre-Paid Income Tax \$5,447.00; Pre-Paid Insurance \$2,832.00; October 31, 2015 Total Assets \$1,805,431.22.

**XIII. Covenants Committee:**

- a. **ID #25802 (Lack of approval for Patio Addition)** – \$100 weekly fine and 30-day pool suspension until the owner submits an ARC application.
- b. **ID #18390 (Trash Cans)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #20122 (Holiday Lights)** – \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #21169 (Trash Cans)** – \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #21169 (Unsightly Material)** – \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #21169 (Landscape Parking)** – \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #22589 (Trailer Parking)** – \$25 weekly fine and 30-day pool suspension until the property is brought into compliance.
- h. **ID #25025 (Trash Cans)** – \$25 monthly fine and 30-day pool suspension until property is brought into compliance.
- i. **ID #17780 (Trailer Parking)** - \$25 weekly fine and 30-day pool suspension until property is brought into compliance.
- j. **ID #17799, #18652, #19178 (Tree Encroachment)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for November 18, 2015 if property is not brought into compliance by November 17, 2015.
- k. **ID #21225 (Dead Trees)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for November 18, 2015 if property is not brought into compliance by November 17, 2015.
- l. **ID #27092 (Weeds)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for November 18, 2015 if property is not brought into compliance by November 17, 2015.

**MOTION (Cicala/Diaz)** to approve all covenants violations as recommended by the Covenants Committee. Unanimously approved.

**XIV. New Business:**

- a. **Annual Backflow Certifications – MOTION (Dawes/Diaz)** to approve proposal Landtamers Landscaping for testing and certifying all backflow prevention valves, NTE \$1,376. Unanimously approved.
- b. **Office Computer Replacement – MOTION (Diaz/Westphal)** to approve proposal from Dell Computers for purchase of three replacement computers for the office, NTE \$5,691.61, following the reserve study. Unanimously approved.
- c. **Community Center Remodel – Postponed**

**XV. Old Business**

- a. **Landlord Lease Compliance –** No further action taken; continue fine process as previously approved by Board.

**XVI. Manager Report:**

Mr. Seng provided report to Board; 22 homes sold and closed in Continental Ranch and 2 homes in Sunflower; Paula Bellina joined the office staff as Office Assistant; community center chair cleaning completed; storage shed ventilation fan installation completed; windmill pool restroom remodel in process; splash pad contractor working on coating product selection; accepted contract submitted to CPA for annual audit to commence.

**XVII. Adjournment:**

Meeting adjourned at 7:24 P.M.  
Executive Session to follow.

**Next Board of Directors Meeting scheduled for December 15, 2015 at 6:45 P.M. at Community Center.**

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Al Diaz, Secretary

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