

Continental Ranch Community Association  
Board of Directors Meeting at the Community Center  
February 16, 2016 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; Ms. Marilyn Stimpson, Treasurer; Mr. Bill Cicala, Director at Large; and Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager and Stephen Hinchliffe, Project Coordinator; and 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:**

None.

**IV. President's Message:**

None given.

**V. Adopt the Agenda:**

**MOTION (Cicala/Diaz)** to adopt the February 16, 2016 Board Meeting Agenda as amended with addition of Item-F Lot Cleanups to New Business. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: January 4, 2016 Pool; January 4, 2016 Landscape; January 6, 2016 Covenants; January 7, 2016 ARC; January 11, 2016 Finance; January 21, 2016 ARC. **MOTION (Dawes/Stimpson)** to accept consent agenda. Unanimously approved.

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

a. **MOTION (Dawes/ Stimpson)** to approve the January 19, 2016 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Resident Doug Childress thanked the Board for their service. Resident Jim Alam posed a question about a yard condition. A church pastor, Wayne Griffith requested use of field for church event; use not granted.

**IX. Activities / Events:**

*The following were noted-*

a. **Food Truck Roundup** – monthly dates revised to be every 1st Monday at Windmill Park; next to be March 7, 2016. New truck participation expected.

b. **Annual Easter Egg Hunt** – Saturday March 26th from 10am-1pm

**X. Finance Committee:**

- a. **Balance Sheet Report for January 31, 2016** Operating Cash \$507,545.56; Total Cash Reserve \$983,264.13; Accounts Receivable \$160,571.18; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; January 31, 2016 Total Assets \$1,817,597.83.

**XI. Landscape Committee**

- a. **Cactus Removal – MOTION (Diaz/Vollbrecht)** to approve proposal from Landtamers Landscaping to remove cactus in common area behind Running Bear Drive, NTE \$350, as a recommended by the Landscape Committee. Unanimously approved.
- b. **Windmill Park Irrigation System Replacement – MOTION (Lambert/Dawes)** to approve proposal from Terra Environmental Services LLC for replacement of irrigation system for turf fields at Windmill Park, NTE \$ 51,080 and to hire third party quality assurance inspection at rate of \$50/hour NTE \$2,000, as a recommended by the Landscape Committee. Unanimously approved.
- c. **Twin Peaks Median Plantings – MOTION (Stimpson/Dawes)** to approve replacement of missing penstemon plants in the Twin Peaks median at the contracted rate as recommended by the Landscape Committee. Unanimously approved.

**XII. Pool Committee: No Business**

**XIII. Covenants Committee:**

- a. **ID #18390 (Trash Cans)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #21169 (Trash Cans)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #21169 (Unightly Material)** – \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #21108 (Trash Cans)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #17784 (Duty of Maintenance)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #19122 (Vehicle Restriction)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID # 19443 (Trash Cans)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- h. **ID #19821 (Unightly Materials)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- i. **ID #17724, #19949 (Tree Encroachment)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for February 17, 2016 if property is not brought into compliance by February 16, 2016.
- j. **ID #25585, #22908, #20789, #17724, #18018, #18492, #26875, #19103, #20158 (Weeds)** – \$25 fine and a 30-day pool suspension & lot cleanup scheduled for February 17, 2016 if property is not brought into compliance by February 16, 2016.

**MOTION (Cicala/Diaz)** to approve all covenants violations except Item-F [see below] as recommended by the Covenants Committee. Unanimously approved.

**MOTION (Lambert/Dawes)** to uphold prior month's fines which had been conditionally waived, and approve current month's \$25 fine & 30-day pool suspension for ID #19122. Unanimously approved.

**XIV. New Business:**

- a. **Community Center Blinds Replacement – MOTION (Stimpson/Vollbrecht)** to approve proposal from B&D Install Inc for replacement of window coverings at the Community Center, NTE \$2,616.28. Unanimously approved.
- b. **Community Center Wood Fascia Painting – MOTION (Cicala/Stimpson)** to approve proposal from Approved Painting for painting the wood fascia at the Community Center NTE \$1,225.00, following the reserve study. Unanimously approved.
- c. **Community Center Light Pole Painting – MOTION (Dawes/Diaz)** to approve proposal from Approved Painting for painting the parking lot light poles at the Community Center NTE \$1,490.00, following the reserve study. Unanimously approved.
- d. **Splash Pad Filter Relocation – MOTION (Diaz/Dawes)** to approve proposal from Oasis Pool Service for relocation of the sand filter system for the splash pad, NTE \$3,446. Unanimously approved.
- e. **Splash Pad Area Groundwork – MOTION (Lambert/Dawes)** to approve proposal from Beyond Brick for installation of brick pavers and synthetic turf NTE \$2,597. Unanimously approved.
- f. **Lot Cleanups – MOTION (Lambert/Dawes)** to approve revision of Covenants Policy to notify members who are in violation on their second written notice that a lot cleanup will be issued in 10-days from issuance of letter. Revised policy, drafted by Goodman Law, to be published in March newsletter to satisfy member notice requirement; policy effective date April 1, 2016. Unanimously approved.

**XV. Old Business:**

- a. **Association Insurance Policy Renewal – MOTION (Dawes/Diaz)** to renew policy with American Family Insurance for a total premium of \$7,799. Unanimously approved.

**XVI. Manager Report:**

Mr. Seng provided report to Board; 16 homes sold and closed in Continental Ranch and 2 homes in Sunflower; Pool Restroom Remodel completed on schedule; Pool and Splash Pad seasonal maintenance performed in preparation for reopening of facility on March 1st, including draining and refilling of pool, cleaning of pool tiles, servicing of pool ladders, cleaning of splash pad features, installation of splash pad deck coating; installation of irrigation system replacements at parcels 47/69 and at the Yellow Moon park; rip rap repair completed on River Rim Place; asphalt seal coat at Windmill Park parking lot scheduled for February 23rd – 26th; Community Center remodel scheduled for March 16th – May 2nd; Paula Bellina, management activities coordinator, working to revive the monthly food truck event.

**XVII. Adjournment:**

Meeting adjourned at 7:17 P.M.  
Executive Session to follow.

**Next Board of Directors Meeting scheduled for March 15, 2016 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*