

Continental Ranch Community Association  
Board of Directors Meeting at the Windmill Conference Room  
April 19, 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; Mr. Stephen Hinchliffe, Project Coordinator; and 1 resident 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. Scheduled Guests:**

None scheduled; Owner Richard Coronado appeared to present his request under item IX.

**IV. President's Message:**

Mr. Lambert announced a dog class to be held at Windmill Park, provided at a discount to CRCA residents.

**V. Adopt the Agenda:**

**MOTION (Cicala/Diaz)** to adopt the April 19, 2016 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: March 2, 2016 Covenants; March 3, 2016 ARC; March 7, 2016 Pool; March 7, 2016 Landscape; March 14, 2016 Finance; March 17, 2016 ARC; **MOTION (Diaz/Dawes)** to accept consent agenda. Unanimously approved.

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

**a. MOTION (Stimpson/Dawes)** to approve the March 15, 2016 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Resident Doug Childress thanked the Board for their service.

**IX. Request to the Board:**

**a. Variance Request – MOTION (Cicala/Diaz)** to deny the request for variance request for fence exceeding height in guidelines. Four in favor, three opposed (Diaz/Dawes/Westphal); motion carried.

**X. Activities / Events:**

*The following were noted-*

- a. **Food Truck Roundup** – Next to be May 2, 2016.
- b. **Farmers Market** – Beginning May 5, 2016
- c. **Play-Well Lego Camp** – **MOTION (Lambert/Dawes)** to approve scholarship request. Unanimously approved.

**XI. Finance Committee:**

- a. **Balance Sheet Report for March 31, 2016** Operating Cash \$285,356.49; Total Cash Reserve \$994,714.82; Accounts Receivable \$134,437.11; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; March 31, 2016 Total Assets \$1,580,725.38.

**XII. Architectural Review Committee:**

- a. **Design Guidelines** – **MOTION (Dawes/Vollbrecht)** to approve revisions to Design Guidelines as presented as recommended by the ARC. Unanimously approved.

**XIII. Landscape Committee**

No business.

**XIV. Pool Committee:**

- a. **Pool Clock Replacement** – **MOTION (Diaz/Vollbrecht)** to approve purchase of clock for the Windmill Park Pool NTE \$50, as recommended by the Pool Committee. Unanimously approved.
- b. **Splash Pad Aqua Sol Unit** – **MOTION (Stimpson/Dawes)** to approve proposal from Oasis Pool Service for purchase and installation of chemical controller for the Splash Pad, NTE \$3,062.62. Unanimously approved.
- c. **Splash Pad Drain Skimmer Baskets** – **MOTION (Diaz/Cicala)** to approve purchase of skimmer baskets from Splash Zone NTE \$110 per unit. Unanimously approved.

**XV. Covenants Committee:**

- a. **ID #20650, #26330, #19302, #22084 (Trash Cans)** – \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #25540 (Trailer Parking)** – \$25 weekly fine and 30-day pool suspension until the property is brought into compliance.
- c. **ID #21987 (Unightly Materials)** - \$\$25 monthly fine and 30-day pool suspension until the property is brought into compliance.
- d. **ID #19776, #19974, #20605, #20650, #20760, #20816, #26232, #26230, #25485 (Weeds)** - \$25 fine and a 30-day pool suspension & lot cleanup scheduled for March 16, 2016 if property is not brought into compliance by March 15, 2016.

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

- e. **ID #19967 (Weeds)** – **MOTION (Lambert/Dawes)** \$25 weekly fine and 30-day pool suspension until the property is brought into compliance. Unanimously approved.

**XVI. New Business:**

- a. **15-Minute Parking Stalls – MOTION (Westphal/Lambert)** to approve proposal from A-1 Striping for installation of 15-minute parking signs for the two stalls closest to the office at Windmill Park, option 2, NTE \$470. Unanimously approved.
- b. **Community Center Furniture Replacement – MOTION (Stimpson/Dawes)** to approve proposal from Integrity Furniture for replacement of all tables at the Community Center, NTE \$1,934.00. Unanimously approved.
- c. **Office Laptop Computer Replacement – MOTION (Diaz/Stimpson)** to approve replacement of office laptop computer NTE \$500 plus purchase of Microsoft Office. Unanimously approved.
- d. **Windmill Basin Drainage Repair – MOTION (Lambert/Stimpson)** to not approve proposals for project. Unanimously approved. Board requests proposal for pumping equipment.
- e. **Long Creek Common Area Drainage Repair – MOTION (Lambert/Westphal)** to approve proposal from Strongbuilt Enterprise for repair of drainage in common area near the end of Long Creek Drive NTE \$3,140.45.

**XVII. Old Business:**

None

**XVIII. Manager Report:**

Mr. Seng provided report to Board; in March, 28 homes sold and closed in Continental Ranch and 3 homes in Sunflower; large tree split at Windmill Park and was cut down; Owner reported a common area tree was damaging her wall – Board instructed management to remove tree and repair wall; Windmill Park turf irrigation replacement contract canceled with contractor and project will be sent back out to bid; pool monitor interviews scheduled; pool area payphones removed; Community Center remodel in progress; painting of Community Center exterior fascia and parking lot light poles completed; contractor offering alternate hardware system for phone replacement due to ongoing unresolvable issues – Board instructed management to seek refund from contractor; almost 600 kids signed up for Egg Hunt, highest attended Egg Hunt to date; replacement of tree from auto accident pending – Board instructed management to proceed; proposal for replacement of Community Center chairs provided, **MOTION (Lambert/Cicala)** to approve proposal for replacement of Community Center chairs, following the reserve study NTE \$5,599.98; unanimously approved.

**XIX. Adjournment:**

Meeting adjourned at 7:30 P.M.

Executive Session to follow.

**Next Board of Directors Meeting scheduled for May 17, 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*