

Continental Ranch Community Association  
Board of Directors Meeting at the Windmill Conference Room  
November 15, 2016 at 6:45 pm  
MEETING MINUTES

**I. Roll Call/Quorum:**

Directors Present: Mr. John Lambert, President; Mr. Doug Childress, 1<sup>st</sup> Vice President; Mr. Bill Cicala, 2<sup>nd</sup> Vice-President; Ms. Marilyn Stimpson, Secretary; Mr. Bill Dawes, Treasurer; Mr. Bob Vollbrecht and Mr. Al Diaz, Directors at Large. Also present: Mr. Josh Seng, Community Manager; and 2 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. Scheduled Guests:**

None scheduled.

**IV. President's Message:**

None given.

**V. Adopt the Agenda:**

**MOTION (Childress/Diaz)** to adopt the November 16, 2016 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: September 7, 2016 Covenants; September 8, 2016 ARC; September 12, 2016 Landscape; September 15, 2016 ARC; October 3, 2016 Landscape; October 5, 2016 Covenants; October 6, 2016 ARC; October 20, 2016 ARC. **MOTION (Childress/Dawes)** to accept consent agenda. Unanimously approved.

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

**a. MOTION (Childress/Diaz)** to approve the September 20, 2016 Board Meeting Minutes as amended, noting absence of Bill Cicala. Unanimously approved.

**VIII. Homeowner Forum:**

Mr. Tom Becker from Sunflower comments regarding Sunflower. Ms. Roxana Melendez from Rifle Way, comments regarding trash pickup and covenants items.

**IX. Finance:**

**a. Balance Sheet Report for September 30, 2016** Operating Cash \$265,061.49; Total Cash Reserve \$1,002,143.59; Accounts Receivable \$118,565.57; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; September 30, 2016 Total Assets \$1,551,987.61.

b. **Balance Sheet Report for October 31, 2016** Operating Cash \$493,968.14; Total Cash Reserve \$1,003,933.10; Accounts Receivable \$91,300.37; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; October 31, 2016 Total Assets \$1,755,418.57.

**X. Covenants Committee:**

*Recommendations from October -*

- a. **ID #20650 (Trash Cans)** – Recommend a \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #22224, #52395, #21156 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #21257 (Landscape Parking)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #28220 (Dead Tree)** – Recommend a \$25 fine, 30-day pool suspension and a lot cleanup scheduled no sooner than 10/19/2016 if the property is not brought into compliance by 10/18/2016.
- e. **ID #20760, #21156, #67040 (Weeds)** – Recommend a \$25 fine, 30-day pool suspension and a lot cleanup scheduled no sooner than 10/19/2016 if the property is not brought into compliance by 10/18/2016.

*Recommendations from September -*

- a. **ID #20650, #22224, #52395, #21156, #23441 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #21257 (Landscape Parking)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #18713 (Commercial Vehicle)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #21987 (Sidewalk Encroachment)** – Recommend a \$25 fine, 30-day pool suspension and a lot cleanup scheduled no sooner than 11/16/2016 if the property is not brought into compliance by 11/15/2016.
- a. **ID #20650 (Weeds)** – Recommend a \$25 fine, 30-day pool suspension and a lot cleanup scheduled no sooner than 11/16/2016 if the property is not brought into compliance by 11/15/2016.

**MOTION (Childress/Dawes)** to approve all covenants violations as recommended by the Covenants Committee, postponing pool suspensions to become effective once pool reopens on March 1, 2017. Four in favor, three opposed (Cicala/Dawes/Diaz). Motion approved.

**XI. Architectural Review Committee:** No recommendations

**XII. Landscape Committee:**

- a. **Irrigation System Replacement – MOTION (Cicala/Childress)** to approve proposals from Complete Landscape for replacement of irrigation systems on Coachline; from Twin Peaks to Idle Wild NTE \$17,871 and from Idle Wild to Oak Stream for \$9,638, following the reserve study. Unanimously approved.

**XIII. New Business:**

- a. **Office Copy Machine Lease – MOTION (Cicala/Stimpson)** to renew the copy machine lease with Fruth Group as presented in their proposal. Unanimously approved.

- b. **Monument Lettering Refurbishment – MOTION (Cicala/Childress)** to approve proposal from Approved Painting for repainting the monument lettering at parcels 19,24A, 29, 36, 39, 40, 42, 43, & 47; NTE \$97 per monument. Unanimously approved.

**XIV. Old Business:** None

**XV. Action-in-Lieu:**

- a. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves the proposal from Complete Landscaping for purchase and installation of the annual granite replenishment throughout CRCA common area landscape, NTE \$9,157.73, following the reserve study.

**XVI. Manager Report:**

Mr. Seng provided report to Board; in October, 19 homes sold and closed in Continental Ranch and 5 homes in Sunflower; windmill turf irrigation system replacement complete; winter rye grass over-seeding complete; dog event well attended; pools closed down for season and furniture stacked for storage; Community Center pool wall repaired and repainted; Community Center fire code updates in process of being scheduled; facility attic rodent treatment in process; market festival held every Thursday 4pm-8pm at Community center; upcoming activities noted: Adopt-a-family, Photos with Santa, Christmas Caroling, and Holiday Light Contest.

**XVII. Adjournment:**

Meeting adjourned at 7:19 P.M.  
Executive Session to follow.

**Next Board of Directors Meeting scheduled for December 20, 2016 at 6:45 P.M. at Community Center.**

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Marilyn Stimpson, Secretary

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