

Continental Ranch Community Association
Board of Directors Meeting at the Windmill Conference Room
December 20, 2016 at 6:45 pm
MEETING MINUTES

I. Roll Call/Quorum:

Directors Present: Mr. John Lambert, President; Mr. Doug Childress, 1st Vice President; Mr. Bill Cicala, 2nd Vice-President; Ms. Marilyn Stimpson, Secretary; Mr. Bill Dawes, Treasurer; Mr. Bob Vollbrecht, Director at Large. Absent: Al Diaz, Director at Large. Also present: Mr. Josh Seng, Community Manager; 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.

IV. President's Message:

None given.

V. Adopt the Agenda:

MOTION (Childress/Vollbrecht) to adopt the December 20, 2016 Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: November 2, 2016 Covenants; November 3, 2016 ARC; November 7, 2016 Landscape; November 17, 2016 ARC. **MOTION (Childress/Cicala)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Childress/Cicala) to approve the November 15, 2016 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

None.

IX. Finance:

Balance Sheet Report for November 30, 2016 Operating Cash \$574,153.00; Total Cash Reserve \$1,020,716.84; Accounts Receivable \$198,047.79; Other Assets \$157,987.96; Pre-Paid Income Tax \$5,397.00; Pre-Paid Insurance \$2,832.00; November 30, 2016 Total Assets \$1,959,134.59.

X. Covenants Committee:

- 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, #21156, #21328 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #21257, #18614 (Landscape Parking)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #18713 (Commercial Vehicle)** – Recommend a \$25 monthly 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 #20558 (ARC Approval Required - Lighting)** - Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #20558 (ARC Approval Required - Wall)** - Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #20760 (Sidewalk Encroachment)** - Recommend a \$25 fine, 30-day pool suspension and a lot cleanup scheduled no sooner than 12/21/2016 if the property is not brought into compliance by 12/20/2016.

MOTION (Childress/Stimpson) to approve all covenants violation fines and suspensions as recommended by the Covenants Committee. Unanimously approved.

XI. Architectural Review Committee: No recommendations

XII. Landscape Committee:

- a. **Upper Tree Pruning – MOTION (Childress/Stimpson)** to approve proposal by Brijer Resources for annual pruning of common area trees, NTE \$16,100, as recommended by the Landscape Committee. Unanimously approved.

XIII. New Business:

- a. **Monument Sign Lighting – MOTION (Childress/Cicala)** to approve proposals by Sovereign Electric for replacement of monument lighting at Desert Sage, Sombrero View, Sombrero Vista ,The Villas, Marbella, Marbella II, and Sonoran Winds; total NTE \$20,750. Unanimously approved.
- b. **Marquee Lighting Electrical – MOTION (Childress/Cicala)** to approve proposal by Sovereign Electric for the replacement of the power line feeding the Community Center marquee sign and parking lot pole light, NTE \$3,750. Unanimously approved.
- c. **Community Center Exterior Canopy Lighting – MOTION (Childress/Cicala)** to approve proposal by Sovereign Electric for the replacement of 21 lights around the underside of the Community Center patio canopies with LED can lights, NTE \$2,600. Unanimously approved.
- d. **Windmill Park Office HVAC – MOTION (Lambert/Cicala)** to approve proposal by D&H Air Conditioning for replacement of the office HVAC unit NTE \$8,194, under the reserve study. Unanimously approved.

XIV. Old Business: None

XV. Manager Report:

Mr. Seng provided report to Board; in November, 15 homes sold and closed in Continental Ranch and 2 homes in Sunflower; annual financial audit in process; irrigation systems at Silverbell monuments complete; gravel replenishment installation and irrigation on north Coachline to start next; landscape maintenance contractor doing a good job; monument lettering painting completed; new copy machine delivered and working well; fire code updates to Community Center in process of being scheduled; Photos with Santa event went great with excellent feedback; Holiday Light Contest judging performed; Adopt-a-Family project in process; Market Festival continues each Thursday.

XVI. Adjournment:

Meeting adjourned at 7:12 P.M.
Executive Session to follow.

Next Board of Directors Meeting scheduled for January 17, 2017 at 6:45 P.M. at Community Center.

Marilyn Stimpson, Secretary

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