

Continental Ranch Community Association  
Board of Directors Meeting at the Community Center  
March 20, 2018 at 6:45 pm  
MEETING MINUTES

**I. Roll Call/Quorum:**

Directors Present: Mr. John Lambert, President; Ms. Peggy Bracken, 1<sup>st</sup> Vice President; Mr. Bill Dawes, 2<sup>nd</sup> Vice-President; Mr. Doug Childress, Secretary; Ms. Marilyn Stimpson, Treasurer, Mr. Bill Cicala and Mr. Bob Vollbrecht, Directors at Large. Also present: Mr. Josh Seng, Community Manager and three 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 (Bracken/Childress)** to adopt the March 20, 2018 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: February 1, 2018 Covenants; February 5, 2018 ARC; February 7, 2018 Landscape; February 15, 2018 ARC. **MOTION (Childress/Dawes)** to accept consent agenda. Unanimously approved.

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

**MOTION (Childress/Vollbrecht)** to approve the February 20, 2018 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Resident John Abraham thanked Board for their service.

**IX. Activities:**

- a. **Market Festival** – Noted on Second Thursday of each month 4pm – 8pm
- b. **Food Truck Rodeo** – Noted on first Monday of each month 5pm – 8pm

**X. Finance:**

- a. Balance Sheet Report for February 28, 2018:** Operating Cash \$346,751.27; Total Cash Reserve \$1,040,057.30; Accounts Receivable \$91,619.90; Other Assets \$146,957.96; Pre-Paid Income Tax \$5,297.00; Pre-Paid Insurance \$2,600.00; February 28, 2018, Total Assets \$1,633,796.43.

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

**XII. Landscape Committee:**

- a. Annual Flowers – MOTION (Lambert/Childress)** to approve purchase of replacement flowers for monument planter beds from Environment Control NTE \$2,900. Unanimously approved.

**XIII. Covenants Committee:**

- a. ID #25540 (Trash Cans)** – Recommend a \$75 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. ID #18020 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. ID #26216 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. ID #25278 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. ID #19865 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. ID #20389 (Inoperable Vehicle)** – Recommend a \$50 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- g. ID #24126 (Inoperable Vehicle)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- h. ID #18471 (Inoperable Vehicle)** – Recommend a \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- i. ID#26216 (Unightly Materials)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- j. ID #21085, #17780, #59821, #20123, #25836 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.

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

**XIV. New Business:**

- a. 2018 Seasonal Pool Monitors – MOTION (Childress/Vollbrecht)** to approve the estimated budget for the 2018 pool monitor staff as presented. Unanimously approved.
- b. Windmill & Community Center Pool Fence Repaint**
- c. Windmill Parking Signs & Park Handrail Repaint**
- d. Monument Signs Repaint**

**MOTION (Lambert/Bracken)** for items b, c, d, to approve proposals from Approved Painting for painting of pool fencing, pool equipment room lids, parking lot signs, and park walkway handrails. NTE \$13,137. Unanimously approved.

- e. **Windmill & Community Center Security Camera Update – MOTION (Lambert/Bracken)** to approve contract with Capital Connect for replacement of security camera systems at office and community center. Unanimously approved.
- f. **HVAC Maintenance Service Contract** – Postponed
- g. **Community Center Rental Policy - MOTION (Cicala/Dawes)** to amend Community Center Rental Policy limiting memorial service discount to a four hour maximum. Unanimously approved.

**XV. Old Business:** None

**XVI. Action In Lieu:**

- a. NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approves the termination of the landscape maintenance contract with Complete Landscape via 30-day termination notice to be issued March 1, 2018 for effective termination date of March 30, 2018; and approval of landscape maintenance contract with Environment Control with the effective start date of April 2, 2018 at a monthly contract rate of \$20,478.84.

**XVII. Manager Report:**

- a. Mr. Seng reported to Board: in February 21 homes sold and closed in Continental Ranch plus 5 homes in Sunflower; pebble-tec installation at Community Center pool completed, Windmill Park pool re-opened on March 1st as scheduled; Environment Control landscape maintenance contractor to begin April 2; roofing contractor scheduled to make roof repairs at office; Easter Egg Hunt Saturday March 31.

**XVIII. Adjournment:**

Meeting adjourned at 7:04 P.M.  
Executive Session to follow.

**Next Board of Directors Meeting scheduled for March 20, 2018 at 6:45 P.M. at Community Center.**

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Doug Childress, Secretary

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