

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
August 21, 2018 at 6:45 pm
MEETING MINUTES

I. Roll Call/Quorum:

Directors Present: Mr. John Lambert, President; Ms. Peggy Bracken, 1st Vice President; Mr. Bill Dawes, 2nd Vice-President; Mr. Doug Childress, Secretary; Ms. Marilyn Stimpson, Treasurer; Mr. Bill Cicala, Director at Large; Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager and Ryan Egea, Assistant 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/Bracken) to adopt the August 21, 2018 Board Meeting Agenda as amended, with addition of item XI. Landscape Maintenance Contract. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: July 2, 2018 Landscape; July 5, 2018 ARC; July 11, 2018 Covenants; July 19, 2018 ARC; July 19, 2018 Nominating; July 24, 2018 Nominating. **MOTION (Childress/Lambert)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Childress/Dawes) to approve the July 17, 2018 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

None.

IX. Homeowner Requests:

a. **ADA Accommodation Request – MOTION (Lambert/Childress)** to approve accommodations, at the expense of the requestor. Unanimously approved.

X. Landscape Maintenance Contract – MOTION (Lambert/Cicala) to issue a 30-day notice of contract termination to Environment Control, and award landscape maintenance contract to AAA Landscape,

effective following exit by Environment Control. Unanimously approved. If Environment Control wishes to exit sooner than 30 days, CRCA will be amenable.

XI. Finance:

- a. **Balance Sheet Report for July 31, 2018:** Operating Cash \$472,397.20; Total Cash Reserve \$1,049,241.08; Accounts Receivable \$94,990.35; Other Assets \$146,957.96; Pre-Paid Income Tax \$5,297.00; Pre-Paid Insurance \$2,600.00; July 31, 2018, Total Assets \$1,771,483.59.
- b. **2018-2019 Budget – MOTION (Lambert/Childress)** to approve 2018-2019 operating budget. Unanimously approved.

XII. Slate of Candidates: Board meets August 24, 2018 at 5:00 P.M. to certify slate.

XIII. Election Committee: President appoints committee: Bill Cicala, Bill Dawes, Marilyn Stimpson, Dave Lawrence, Glenn Hesterlee.

XIV. Architectural Review Committee: No recommendations.

XV. Landscape Committee: No recommendations.

XVI. Covenants Committee:

- a. **ID #18020 (Trash Cans)** – Recommend a \$75 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #17784 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #82961 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #24178 (Holiday Lights)** – Recommend a \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #20389 (Inoperable Vehicle)** – Recommend a \$100 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #24126 (Inoperable Vehicle)** – Recommend a \$75 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #19284 (Duty of Maintenance)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- h. **ID #83054 (Trash Cans)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- i. **ID #50313 (Inoperable Vehicle)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- j. **ID #20889 (Duty of Maintenance)** – Recommend a \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.

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

- k. **ID #20304 (Duty of Maintenance) – MOTION (Cicala/Lambert)** to approve \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance. Unanimously approved.

- I. **ID #84445 (ARC Approval Denied) – MOTION (Cicala/Childress)** to approve \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance. Unanimously approved.

XVII. New Business:

- a. **Grout Maintenance – MOTION (Lambert/Childress)** to approve proposal from Grout Connection for grout maintenance at office and community center NTE \$3,535.75. Unanimously approved.
- b. **Windmill Park Drinking Fountain Replacement – MOTION (Lambert/Cicala)** to approve purchase and installation of new drinking fountain from Tree Frogs NTE \$4,084.70, following the reserve study. Unanimously approved.
- c. **Windmill Park Shade Canopy Replacement – MOTION (Lambert/Dawes)** to approve proposal from Tree Frogs to install new shade canopy fabric at Windmill Park playground, NTE \$4,217.06, following the reserve study. Unanimously approved.
- d. **Community Center HVAC Ductwork – MOTION (Lambert/Bracken)** to approve proposal from Ultra Air Conditioning for replacement of ductwork for two units at Community Center, NTE \$6,400. Unanimously approved.
- e. **Community Center parking Lot Sealcoat**
- f. **Windmill Park West Parking Lot Sealcoat**

MOTION (Cicala/Lambert) to approve proposals from Bates Paving to apply sealcoat to Community Center parking lot and Windmill Park west parking lot (items e. & f., above), following the reserve study. Unanimously approved. Pressure washing to be performed prior to sealcoat.

XVIII. Old Business:

- a. **Pool Hand Rails – MOTION (Lambert/Stimpson)** to deny resident request for handrail coverings. Unanimously approved.

XIX. Manager Report:

- a. Mr. Seng reported to Board: in July 43 homes sold and closed in Continental Ranch plus 7 homes in Sunflower; splash pad observed to be functioning properly since repairs were made by contractor; Reserve Study completed, hard copies on order; Complete Landscape to issue reimbursement for deceased plants. **MOTION (Lambert/Cicala)** to approve AYSO Soccer use of Windmill Park soccer field. Unanimously approved.

XX. Adjournment:

Meeting adjourned at 7:25 P.M.
Executive Session to follow.

Next Board of Directors Meeting scheduled for August 21, 2018 at 7:00 P.M. at Community Center, following Meet the Candidates Night at 6:45 P.M.

Doug Childress, Secretary

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