

Continental Ranch Community Association
Board of Directors Meeting at the Community Center
October 16, 2018 at 7:00 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 Mr. Ryan Egea, Assistant Manager.

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 October 16, 2018 Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: September 5, 2018 Covenants; September 6, 2018 ARC; September 10, 2018 Landscape; September 20, 2018 ARC. **MOTION (Dawes/Cicala)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Dawes/Childress) to approve the September 18, 2018 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

None.

IX. Finance:

a. Balance Sheet Report for September 30, 2018: Operating Cash \$264,528.42; Total Cash Reserve \$1,077,911.68; Accounts Receivable \$71,631.96; Other Assets \$146,957.96; Pre-Paid Income Tax \$5,297.00; Pre-Paid Insurance \$2,600.00; September 30, 2018, Total Assets \$1,646,456.82.

X. Architectural Review Committee:

- a. **Guideline Revision: Sheds - MOTION (Childress/Cicala)** to approve Design Guidelines update pertaining to sheds as presented. Unanimously approved.

XI. Landscape Committee:

No recommendations.

XII. Covenants Committee:

- a. **ID #18020 (Trash Cans)** – Recommendation of \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #17784 (Trash Cans)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #82961 (Trash Cans)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #54632 (Trash Cans)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #20389 (Inoperable Vehicle)** – Recommendation of \$100 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #24126 (Inoperable Vehicle)** – Recommendation of \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #50313 (Inoperable Vehicle)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- h. **ID #20889 (Duty of Maintenance)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- i. **ID #20304 (Duty of Maintenance)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- j. **ID #18390 (Duty of Maintenance)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- k. **ID #18390 (Landscape Maintenance)** – Recommendation of a \$25 fine, 30-day pool suspension and a lot cleanup scheduled no sooner than 10/17/2018 if the property is not brought into compliance by 10/16/2018.
- l. **ID #84445 (ARC Denial)** – Recommendation of \$75 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- m. **ID #43987, #21081, #24130, #18909 (Landscape Maintenance)** – Recommendation of a \$25 fine, 30-day pool suspension and a lot cleanup scheduled no sooner than 10/17/2018 if the property is not brought into compliance by 10/16/2018.
- n. **ID #25448, #21330, #92194, #26229 (Trash Cans)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- o. **ID #22562 (ARC Approval Required)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- p. **ID #25773 (Landscape Parking)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.

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

MOTION (Cicala/Childress) to postpone item (f. ID# 19284) if brought into compliance within 30 days. Unanimously approved. Unanimously approved.

MOTION (Lambert/Cicala) to postpone item (i. ID# 19284) if brought into compliance within 30 days. Unanimously approved. Unanimously approved.

XIII. New Business:

- a. **Windmill Park Paver Repair – MOTION (Lambert/Bracken)** to approve proposal from German Landscape to repair Windmill Park paver walkway NTE \$1,450. Unanimously approved.
- b. **Windmill Park Pool Sand Filter Replacement – MOTION (Childress/Stimpson)** to approve proposal from Oasis Pool Service to replace three Windmill Park pool sand filters NTE \$7,329. Unanimously approved.
- c. **Windmill Park Spa Sand Filter Replacement – MOTION (Childress/Stimpson)** to approve proposal from Oasis Pool Service to replace Windmill Park spa sand filter NTE \$1,280. Unanimously approved.
- d. **Management Contract Renewal – MOTION (Bracken/Cicala)** to approve annual renewal of management contract with HOA Management Solutions. Unanimously approved.

XIV. Old Business: None

XV. Manager Report:

- a. Mr. Seng reported to Board: in August 22 homes sold and closed in Continental Ranch plus 6 homes in Sunflower; AAA Landscape began work in CRCA September 4; Community Center pool closed on September 19; Windmill Park monument synthetic turf installed September 11; Community Center HVAC ductwork for remaining 2 units completed September 5; Windmill Park office grout cleaned September 15; Windmill Park & Community Center parking lots seal coating scheduled for October 15 – 17; Community Center rental policy update; both rooms must be rented together, single room rentals are no longer allowed; Approved second yard sale on November 10th; Newsletter health article submittal request postponed, Board requested a sample article; bootcamp field use not approved due to business use.

XVI. Adjournment:

Meeting adjourned at 7:10 P.M.
Executive Session to follow.

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

Doug Childress, Secretary

Minutes submitted by Ryan Egea, Community Assistant Manager as approved by the Board of Directors