

Continental Ranch Community Association  
Board of Directors Meeting  
at the Windmill Park Conference Room  
May 21, 2019 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, Director at Large; Mr. Bob Vollbrecht, Director at Large. Also present: Mr. Josh Seng, Community Manager and Mr. Ryan Egea, Assistant Manager, and one present 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 May 21, 2019 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: April 1, 2019 Landscape; April 3, 2019 Covenants; April 4, 2019 ARC; April 18, 2019 ARC. **MOTION (Childress/Bracken)** to accept consent agenda and all covenants violations as recommended by the Covenants Committee. Unanimously approved.

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

**MOTION (Bracken/Stimpson)** to approve the April 16, 2019 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

A resident thanked the Board for their service.

**IX. Homeowner Requests:**

- a. **Pet Request – MOTION (Lambert/Cicala)** to approve the indoor pet request. Unanimously approved.
- b. **Pool Request – MOTION (Childress/Cicala)** to deny the pool garment request. Unanimously approved.

**X. Finance:**

**a. Balance Sheet Report for April 30, 2019:** Operating Cash \$636,827.23; Total Cash Reserve \$1,079,812.37; Accounts Receivable \$65,425.99; Other Assets \$141,442.96; Pre-Paid Income Tax \$5,247.00; Pre-Paid Insurance \$2,600.00; April 30, 2019, Total Assets \$1,931,355.55.

**XI. Architectural Review Committee:**

No recommendations.

**XII. Landscape Committee:**

No recommendations.

**XIII. Covenants Committee:**

**a. Committee Member Appointment:**

**MOTION (Childress/Bracken)** to approve appointment of resident Carrie Bidwell to the Covenants Committee. Unanimously approved.

**b. Covenants Violations and Fines:**

- i. **ID #40765 (Street Parking)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- ii. **ID #25773 (Landscape Parking)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- iii. **ID #100508 (Boat)** – Recommendation of \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- iv. **ID #84445 (ARC Violation)** – Recommendation of \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- v. **ID #20389 (Inoperable Vehicle)** – Recommendation of \$100 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- vi. **ID #18018, #20157, #17787, #17787, #19001, #25773, #27070, #40765 (Duty of Maintenance)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- vii. **ID #22989, #18080, #18994 (Trash Cans)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- viii. **ID #40765, #19989 (Landscape Maintenance)** – Recommendation of \$25 fine, 30-day pool suspension and a lot clean up to be scheduled no sooner than 05/22/2019 if the property is not brought into compliance by 05/21/2019.
- ix. **ID #19989 (Landscape Parking)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- x. **ID #72641 (Holiday Decorations)** Recommendation of \$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 except for ID #20157. Unanimously approved.

**XIV. New Business:**

**a. Appoint Nominating Committee:**

**MOTION (Lambert/Cicala)** to appoint Dave Lawrence, John Abraham, Nancy Lambert, Peggy Bracken, and Helen McCracken for the 2019 Nominating Committee. Unanimously approved.

**b. Windmill Main Parking Lot Reseal:**

**MOTION (Childress/Bracken)** to approve contract with Bates Paving & Sealing, Inc to reseal Windmill Park main parking lot NTE \$5,000, following the reserve study. Unanimously approved.

**c. Windmill Park Office Flat Roof Recoat:**

**MOTION (Cicala/Stimpson)** to approve contract with Crest Contracting L.L.C. to recoat the Windmill Park Office flat roof NTE \$2,250, following the reserve study. Unanimously approved.

**d. Community Center Flat Roof Recoat:**

**MOTION (Childress/Stimpson)** to approve contract with Crest Contracting L.L.C. to recoat the Community Center flat roof NTE \$2,750, following the reserve study. Unanimously approved.

**XV. Old Business:**

**a. Guideline Revisions – Postponed.**

**XVI. Manager Report:**

- a.** Mr. Seng reported to Board: in March, 13 homes sold and closed in Continental Ranch plus 8 homes in Sunflower; Fascia covenants enforcement underway, second inspection completed; Updated CRCA website now live; main monument lighting grid power electrical installation complete, received legal opinion that homeowner requirement to maintain easement is at the discretion of the board. **MOTION (Cicala/Bracken)** – that homeowners shall be responsible for the maintenance of the easement on Tombstone Way. Unanimously approved.

**XVII. Adjournment:**

Meeting adjourned at 7:01 P.M.

Executive Session to follow.

**Next Board of Directors Meeting scheduled for June 18, 2019 at 6:45 P.M. at Windmill Park Conference Room.**

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Doug Childress, Secretary

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