

Continental Ranch Community Association  
Board of Directors Meeting  
at the Community Center  
February 18, 2020 at 6:45 P.M.  
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; Mr. Bill Cicala, Director at Large; and Ms. Rojanna Harvey, Treasurer. Director Excused: Mr. Eric Krueger, Director at Large. Also present: Mr. Josh Seng, Community Association Manager and Ms. Ashley Boykin, Assistant Manager. Two audience members present.

**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 February 18, 2020 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: January 2, 2020 ARC; January 6, 2020 Landscape; January 8, 2020 Covenants; January 16, 2020 ARC. **MOTION (Childress/Dawes)** to accept consent agenda. Unanimously approved.

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

**MOTION (Cicala/Childress)** to approve the January 21, 2020 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

A resident from West Colony Park Drive discussed street parking in Continental Ranch.

**IX. Activities**

**a. 2020 Easter Egg Hunt Budget: MOTION (Childress/Cicala)** to approve the 2020 Easter Egg Hunt budget as presented, NTE \$10,649.71. Unanimously approved.

**X. Finance:**

- a. **Balance Sheet Report for January 31, 2020:** Operating Cash \$509,939.88; Total Cash Reserve \$1,162,856.83; Accounts Receivable \$123,127.84; Other Assets \$141,442.96; Pre-Paid Income Tax \$5,247.00; Pre-Paid Insurance \$2,600.00; January 31, 2020, Total Assets \$1,945,214.51.
- b. **MOTION (Lambert/Cicala)** to open a 6-month term “Mini-Jumbo” CD account with Hughes Federal Credit Union for reserve funds. Unanimously approved.

**XI. Architectural Review Committee:**

No recommendations.

**XII. Landscape Committee:**

- a. **Tree Removal: MOTION (Cicala/Childress)** to approve the proposal from Brijer Resources to remove the leaning mesquite tree on Coachline Boulevard, NTE \$300.00. Unanimously approved.
- b. **Olive Trees Installation: MOTION (Lambert/Childress)** to approve the proposal from AAA Landscape to install two 24” box swan hill olive trees near the intersection of Twin Peaks Road and Coachline Boulevard, NTE \$1,600.00. Unanimously approved.

**XIII. Covenants Committee:**

- a. **ID #84445 (ARC)** – Recommendation of a \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
- b. **ID #17787, #27070 (Duty of Maintenance – Roof Tiles)** – Recommendation of a \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.
- c. **ID #17845, #17863, #23028, #18132, #22224, #20196 (Duty of Maintenance – Fascia)** – Recommendation of a \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
- d. **ID #17787, #18815, #54715 (Duty of Maintenance – Fascia)** – Recommendation of a \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.
- e. **ID #21007, #17702, #19631, #20239 (Duty of Maintenance – Fascia)** – Recommendation of a \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- f. **ID #19480 (Décor)** – Recommendation of a \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #18068 (Unsightly Materials)** – Recommendation of a \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

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

**XIV. New Business:**

- a. **Saguaro Aquatics Swimming Lessons: MOTION (Childress/Lambert)** to approve the renewal of Saguaro Aquatics swim lessons. Unanimously approved.
- b. **Office Server Computer Replacement: MOTION (Cicala/Bracken)** to approve the server computer replacement from Dell for the Windmill Park office, NTE \$3,583.76, per the reserve study. Unanimously approved.
- c. **Windmill Park Ramada Concrete Refinish: MOTION (Lambert/Cicala)** to approve the proposal from Monroe Concrete and Coating to refinish the Windmill Park ramada concrete and to schedule after Windmill Park olive tree planters repair work is complete, NTE \$3,378.60, per the reserve study. Unanimously approved.

- d. **Community Center Restrooms Repair: MOTION (Childress/Dawes)** to approve the purchase of two changing stations and the proposal from Pro-Care Community Services to repair the community center restrooms and install the changing stations including install of bump plates for stall hooks, NTE \$1,163.00, per the reserve study. Unanimously approved.

**XV. Old Business:**

- a. **Guest Wi-Fi at Pools: MOTION (Lambert/Childress)** to not install guest Wi-Fi at pools. Unanimously approved.

**XVI. Manager Report:**

- a. Ms. Boykin reported to Board: in January, 30 homes sold and closed in Continental Ranch plus 2 homes in Sunflower; some residents reported a parking notice on their vehicles not from HOA Management Solutions; granite on Coachline Boulevard was completed along with upper tree pruning in common areas; AAA Landscape spraying weeds in common areas; Windmill Park and community center pool decks resealed and spa handrail re-powder coated; base of metal fencing and patio columns in Windmill Park pool area in need of painting; splash pad items to be replaced per the reserve study to be installed before March 1, 2020; and Josh Seng announced his resignation – last day to be March 6, 2020, and management currently in process of hiring new staff member.

**MOTION (Lambert/Cicala)** to approve the proposal from Approved Painting to paint the base of metal fencing and patio columns where needed in the Windmill Park pool area, NTE \$525.00. Unanimously approved.

**XVII. Adjournment:**

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

**Next Board of Directors Meeting scheduled for March 17, 2020 at 6:45 P.M. at the Windmill Park Office.**

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Doug Childress, Secretary

*Minutes submitted by Ashley Boykin, Community Association Manager as approved by the Board of Directors*