

Continental Ranch Community Association
Board of Directors Meeting
at the Community Center
October 10, 2020 at 6:45 P.M.
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. Rojanna Harvey, Treasurer; Mr. Bill Cicala, Director at Large and Mr. Eric Krueger, Director at Large. Also present: Ms. Ashley Boykin, Community Association Manager and Ms. Paula Bellina, Assistant Manager. Three 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/Cicala) to adopt the October 20, 2020 Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: September 2, 2020 Covenants; September 3, 2020 ARC; September 8, 2020 Landscape; September 17, 2020 ARC. **MOTION (Childress/Cicala)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Childress/Cicala) to approve the September 15, 2020 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

One resident from North Desert Monsoon Place discussed his current Duty of Maintenance violation.

IX. Homeowner Requests to Board:

None.

X. Finance:

- a. **Balance Sheet Report for September 30, 2020:** Operating Cash \$432,546.08; Total Cash Reserve \$1,167,708.24; Accounts Receivable \$69,249.28; Other Assets \$135,927.96; Pre-Paid Income Tax \$1,197.00; Pre-Paid Insurance \$2,600.00; September 30, 2020, Total Assets \$1,809,228.56.
- b. **CD Account Maturing 12/09/2020: MOTION (Lambert/Cicala)** to approve transferring the Washington Federal CD account funds into a money market. Unanimously approved.

XI. Architectural Review Committee:

No recommendations.

XII. Landscape Committee:

- a. **Miscellaneous Tree & Plant Replacements: MOTION (Lambert/Childress)** to approve the proposal from AAA Landscape to replace miscellaneous trees and plants in the community, NTE \$3,033.70. Unanimously approved.

XIII. Covenants Committee:

- a. **ID #84445 (ARC Violation)** – Recommendation of \$100 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- b. **ID #17702 (Duty of Maintenance)** – Recommendation of \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- c. **ID #18132 (Duty of Maintenance)** – Recommendation of \$100 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- d. **ID #27070 (Duty of Maintenance)** – Recommendation of \$75 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- e. **ID #18390 (Duty of Maintenance)** – Recommendation of \$50 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- f. **ID #19264 (Duty of Maintenance)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- g. **ID #18068 (Unsightly Material)** – Recommendation of \$100 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- h. **ID #19640, #18489 (Unsightly Material)** – Recommendation of \$75 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- i. **ID #19740 (Unsightly Material)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- j. **ID #18388 (Inoperable Vehicle)** – Recommendation of \$75 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- k. **ID #42873 (ARC Violation)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- l. **ID #18132, #18132, #19778 (Duty of Maintenance)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- m. **ID #83003, #98440, #19864, #19022 (Unsightly Material)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.
- n. **ID #18068, #18492, #19699, #19740 (Trash Cans)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.

- o. **ID #100495 (Landscape Maintenance)** – Recommendation of \$25 monthly fine, a 30-day pool suspension & a lot clean up (**NTE \$220.00**) to be scheduled no sooner than 10/21/2020 if the property is not brought into compliance by 10/20/2020.
- p. **ID #20192 (Landscape Maintenance)** – Recommendation of \$25 monthly fine, a 30-day pool suspension & a lot clean up (**NTE \$320.00**) to be scheduled no sooner than 10/21/2020 if the property is not brought into compliance by 10/20/2020.
- q. **ID #52523 (Landscape Maintenance)** – Recommendation of an extension until the next Covenants Committee meeting on 11/04/2020.
- r. **ID #40756 (Trailer)** – Recommendation of \$25 weekly fine and a 30-day pool suspension until the property is brought into compliance.
- s. **ID #59819 (Landscape Parking)** – Recommendation of \$25 monthly fine and a 30-day pool suspension until the property is brought into compliance.

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

XIV. Old Business:

a. CRCA Common Areas Reopening Discussion

- i. **Pools, Spa and Splash Pad: MOTION (Childress/Bracken)** to continue keeping the pools, spa, and splash pad open to residents at their own risk until closed for the season after October 31st. Unanimously approved.
- ii. **Main Office: MOTION (Lambert/Cicala)** to continue keeping the management office closed to walk-ins, except by appointment only, until further notice. Unanimously approved.
- iii. **Community Center Event Rentals: MOTION (Lambert/Cicala)** to continue keeping the community center open to event rentals with interim COVID-19 rules in place. Unanimously approved.
- iv. **Playgrounds and Ramadas: MOTION (Lambert/Cicala)** to continue keeping the playgrounds and ramadas open until further notice. Unanimously approved.

XV. New Business:

- a. **Management Contract Annual Renewal: MOTION (Bracken/Childress)** to renew 2020-2021 management contract with HOA Management Solutions, at same rate as previous year. Unanimously approved.
- b. **AAA Landscape Contract Renewal: MOTION (Childress/Bracken)** to renew 2020-2021 landscape maintenance contract with AAA Landscape, at same rate as previous year. Unanimously approved.
- c. **AAA Landscape Integrated Pest Management Program Renewal: MOTION (Childress/Cicala)** to renew the IPM contract with AAA Landscape, with additional tree treatments for 2020-2021, NTE \$22,673.44. Unanimously approved.

XVI. Action-In-Lieu:

- a. **Money Market Reserve Funds: MOTION (Lambert/Childress)** to approve the transfer of CD funds from Hughes Federal Credit Union and Washington Federal Bank into a High Yield Money Market account with Vantage West Credit Union in the amount of \$199,372.30. Unanimously approved.

XVII. Manager Report:

- a. Ms. Boykin reported to Board: in September, 25 homes sold and closed in Continental Ranch and 4 homes sold and closed in Sunflower; the builder, A.F. Sterling, is in process of platting and designing homes for the undeveloped property next to the community center; AAA Landscape replaced the dead Swan Hill olive tree on Long Creek Drive under warranty; all turf seeded with winter rye grass; all flower beds planted with snapdragons; community center reopened to event rentals effective October 5th with COVID-19 interim rules in place; office file scanning project completed; Windmill Park sport's field drainage improvement project scheduled to begin November 2nd; Dog Day at the Pool scheduled for November 7th; Photos with Santa event canceled for 2020; Adopt-A-Family will be done as a gift card drive; the Villas playground shade sail replaced under insurance; P16 and P27A playgrounds refurbishment completed.

XVIII. Adjournment:

Meeting adjourned at 7:05 P.M. Executive Session to follow.

Next Board of Directors Meeting scheduled for November 17, 2020 at 6:45 P.M. at the Community Center.

Doug Childress, Secretary

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