

Continental Ranch Community Association  
Board of Directors Meeting  
at the Community Center  
May 18, 2021 at 6:45 P.M.  
MEETING MINUTES

**I. Roll Call/Quorum:**

Directors present: Ms. Peggy Bracken, President; Mr. Bill Cicala, 1<sup>st</sup> Vice-President; Mr. Bill Dawes, 2<sup>nd</sup> Vice-President; Mr. Doug Childress, Secretary; Ms. Connie DeLarge, Director at Large; Mr. Fred Fisher, Director at Large; and Ms. Rojanna Harvey, Treasurer. Also present: Ms. Ashley Boykin, Community Association Manager, and Ms. Paula Bellina, Assistant Manager. One audience member was in attendance.

**II. Call to Order:**

Ms. Peggy Bracken, President, called the meeting of the Board of Directors to order at 6:45 P.M.

**III. Guests:**

None scheduled.

**IV. President's Message:**

None given.

**V. Adopt the Agenda:**

**MOTION (Childress/Cicala)** to adopt the May 18, 2021 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: April 1, 2021 ARC, April 5, 2021 Landscape, April 7, 2021 Covenants and April 15, 2021 ARC. **MOTION (Childress/Cicala)** to accept consent agenda. Unanimously approved.

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

**MOTION (Childress/Cicala)** to approve the April 20, 2021 Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

No discussion from audience.

**IX. Homeowner Requests to Board:**

a. **Amazon Distribution Center** – No action taken.

- X. Finance:**
- a. **Balance Sheet Report for April 30, 2021:** Operating Cash \$630,963.51; Total Cash Reserve \$1,215,557.10; Accounts Receivable \$49,050.83; Other Assets \$130,412.96; Pre-Paid Income Tax \$1,147.00; Pre-Paid Insurance \$2,600.00; April 30, 2021, Total Assets \$2,029,731.40.
- XI. Architectural Review Committee:**
- a. **Guidelines Revision – ‘Guest Residence’:** MOTION (Bracken/Harvey) to not approve the recommended Design Guidelines revision as presented by the ARC. Unanimously approved.
  - b. **Guidelines Revision – ‘Shade Sails’:** MOTION (Bracken/Cicala) to approve the recommended Design Guidelines revision as presented by the ARC. Unanimously approved.
- XII. Landscape Committee:**
- a. **Trim Trees:** MOTION (Childress/DeLarge) to approve the proposal from Brijer Resources to trim and rebalance three common area eucalyptus trees away from property ID #21111, NTE \$600.00. Unanimously approved.
  - b. **Root Barrier & Inspection:** MOTION (Childress/DeLarge) to approve the proposal from AAA Landscape to install root barrier and inspect for presence or absence of any significant roots for property ID #17698, NTE \$160.00. Unanimously approved.
- XIII. Covenants Committee:**
- a. **ID #84445 (ARC Violation)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
  - b. **ID #18055, #59828 (ARC Violation)** – Recommendation of a \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - c. **ID #18055, #18055 (ARC Violation)** – Recommendation of a \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - d. **ID #18132 (Duty of Maintenance)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
  - e. **ID #18390 (Duty of Maintenance)** – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.
  - f. **ID #19264 (Duty of Maintenance)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - g. **ID #18132, #18132 (Duty of Maintenance)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - h. **#19264, #18714, #18714 (Duty of Maintenance)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - i. **ID #20598, #19967 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - j. **ID #25483, #79801, #20557 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - k. **ID #21203 (Duty of Maintenance)** – Recommendation of an extension until 06/15/2021 and a \$25 monthly fine & 30-day pool suspension if property is not brought into compliance by 06/15/2021.
  - l. **ID #19740 (Trash Cans)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
  - m. **ID #84445 (Unightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

- n. **ID #26467, #44022, #20532 (Duty of Maintenance)** – Recommendation of a \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- o. **ID #42869 (Trailer)** – Recommendation of a \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.

**MOTION (Cicala/Childress)** to approve extension for Account ID #20359 until the following Covenants Meeting on June 2, 2021 to bring the property in compliance. Unanimously approved.

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

**XIV. Old Business:**

- a. **Marquee Sign Replace: MOTION (Cicala/Fisher)** to approve the proposal from Territorial Sign Co. to replace the marquee sign with a new manual letterboard sign and cabinet, NTE \$11,253.34, per the Reserve Study. Unanimously approved.
- b. **COVID-19 Policies Review: MOTION (Bracken/Childress)** to approve opening the office with front desk screen in place; optional wearing of face masks for staff and residents; unlocking outdoor Windmill Park restrooms during business hours; maintaining 6 feet (6') distancing between pool lounge furniture; and rescinding all interim restrictions for Community Center event rentals other than 50% reduced occupancy and signing of waivers. Unanimously approved.

**XV. New Business:**

- a. **Acacia Trails Fence Repaint: MOTION (Cicala/Childress)** to approve the proposal from Approved Painting to repaint the rusting metal fence in the Acacia Trails common area, NTE \$480.00. Unanimously approved.
- b. **HVAC Service Plan Renewal: MOTION (Childress/Cicala)** to approve renewal of the yearly HVAC service plan with American Conditioned Air, NTE \$1,126.00. Unanimously approved.
- c. **Chlorine Delivery for Pools: MOTION (Cicala/Bracken)** to approve three-year lease agreement from HASA for liquid chlorine delivery services and tanks, NTE \$4.05/gallon. Unanimously approved.

**XVI. Manager Report:**

- a. Ms. Boykin reported to Board: in April, 26 homes sold and closed in Continental Ranch and 5 homes sold and closed in Sunflower; landscape granite replenish now scheduled to begin week of May 26<sup>th</sup>; Windmill Park pool swim lane lines delivered and one installed May 7<sup>th</sup>; Community Center pool reopened May 17<sup>th</sup>; River's Edge park benches installed May 3<sup>rd</sup>; Yellow Moon Drive and Veridian Drive playground additions to be installed in July; monuments (phase 1) LED lights replace scheduling in process; and Reserve Studies for 2021-2022 fiscal year completed and printed.

**XVII. Adjournment:**

Meeting adjourned at 7:06 P.M. Executive Session to follow.

**Next Board of Directors Meeting scheduled for June 15, 2021 at 6:45 P.M. at the Community Center.**

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Doug Childress, Secretary

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