

Continental Ranch Community Association  
Board of Directors Meeting  
at the Community Center  
August 17, 2021 at 6:45 P.M.  
MEETING MINUTES

**I. Roll Call/Quorum:**

Directors present: Ms. Peggy Bracken, President; Mr. Bill Dawes, 2<sup>nd</sup> Vice-President; Mr. Doug Childress, Secretary; Ms. Rojanna Harvey, Treasurer; Ms. Connie DeLarge, Director at Large; and Mr. Fred Fisher, Director at Large. Directors excused: Mr. Bill Cicala, 1<sup>st</sup> Vice-President. Also present: Ms. Ashley Boykin, Community Association Manager, and Ms. Paula Bellina, Assistant Manager. Two audience members were 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/Dawes)** to adopt the August 17, 2021 Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: June 22, 2021 Nominating Committee, July 1, 2021 ARC, July 7, 2021 Covenants, July 12, 2021 Landscape, July 15, 2021 ARC, and July 22, 2021 Nominating Committee. **MOTION (Childress/Dawes)** to accept consent agenda. Unanimously approved.

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

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

**VIII. Homeowner Forum:**

Mr. and Mrs. Martinez from West Rivulet Drive discussed their current ARC violation during open meeting rather than Executive session. **MOTION (Bracken/Dawes)** to postpone decision regarding violation until September 21, 2021, Board meeting to obtain more information. Unanimously approved.

**IX. Homeowner Requests to Board:**

**a. El Grupo Youth Cycling: MOTION (Childress/Harvey)** to approve allowing El Grupo Youth Cycling to utilize the community center parking lot as a rest stop during their event on October 17, 2021. Unanimously approved.

b. **Family Restrooms: MOTION (Childress/Dawes)** to not approve installing additional restrooms at the facilities. Unanimously approved.

**X. Finance:**

a. **Balance Sheet Report for July 31, 2021:** Operating Cash \$561,639.74; Total Cash Reserve \$1,264,840.25; Accounts Receivable \$60,121.96; Other Assets \$130,412.96; Pre-Paid Income Tax \$1,147.00; Pre-Paid Insurance \$2,600.00; July 31, 2021, Total Assets \$2,020,761.91.

XI. **Nominating Committee:** slate of candidates recommended as follows: Bill Cicala, Bill Dawes, Fred Fisher, Rojanna Harvey and Brandt Smith.

XII. **Slate of Candidates:** Board meets August 27, 2021 at 5:00 P.M. to certify slate.

**XIII. Election Committee Appointment:**

**MOTION (Bracken/Dawes)** to appoint the following five members to the 2021 Election Committee: John Abraham, Steve Bracken, Clement DeLarge, Larry Lemieux, and Pat Casey. Unanimously approved.

**XIV. Architectural Review Committee:**

No recommendations.

**XV. Landscape Committee:**

a. **Windmill Park Pool Area Tree Removal: MOTION (Childress/Harvey)** to approve the proposal from Brijer Resources to remove the dying Australian Willow tree in the Windmill Park pool area, NTE \$250.00. Unanimously approved.

b. **Coyote Crossing Tree Removal: MOTION (Childress/Dawes)** to approve the proposal from Brijer Resources to remove the storm damaged Mesquite tree in the Coyote Crossing entrance, NTE \$400.00. Unanimously approved.

**XVI. 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 #59828 (ARC Violation)** – Recommendation of a \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.

c. **ID #18055 (ARC Violation)** – Recommendation of an extension until 09/01/2021.

d. **ID #20231 (ARC Violation)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.

e. **ID #18132 (Duty of Maintenance)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.

f. **ID #18390 (Duty of Maintenance)** – Recommendation of \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.

g. **ID #18132, #18132 (Duty of Maintenance)** – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.

h. **ID #19967 (Duty of Maintenance)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.

i. **ID #79801, #20557, #85559 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.

- j. **ID #95398 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- k. **ID #84445 (Unightly Materials)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- l. **ID #19200 (Unightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- m. **ID #83305 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- n. **ID #109358 (Unightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- o. **ID #87744 (Landscape Maintenance)** – Recommendation of one-time \$25 fine, 30-day pool suspension & lot cleanup scheduled no sooner than 08/18/21 to be charged to the account if the property is not brought into compliance by 08/17/21.
- p. **ID #83055, #25446 (Trailer)** – Recommendation of \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.

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

**XVII. Old Business:**

- a. **Main Entrances Turf** – postponed.

**XVIII. New Business:**

- a. **River’s Edge Shade Canopy Replace: MOTION (Dawes/Childress)** to postpone replacement until shade canopy is in worse condition. Unanimously approved.
- b. **Coyote Crossing Monument Repair: MOTION (Childress/Harvey)** to approve the proposal from Territorial Sign Co. to repair the Coyote Crossing monument damaged by an auto collision, NTE \$4,293.90. Cost to be reimbursed by driver’s insurance. Unanimously approved.
- c. **Windmill Park Bridge Handrail Repaint: MOTION (Childress/Dawes)** to postpone repainting the handrails to the upcoming fiscal year when the exterior office building and shed are budgeted to be repainted. Unanimously approved.
- d. **Termite Contracts: MOTION (Childress/Harvey)** to approve the proposal from Southwest Pest Control Services to annually inspect and treat when termite activity is present for both community center and Windmill Park office, NTE \$1,619.00, and then \$350.00 annually after initial two years. Unanimously approved.
- e. **CRCA Whistleblower Protection Policy: MOTION (Childress/Dawes)** to not approve a Whistleblower Protection Policy for CRCA employees with recommendation that a policy be made internally for management company. Unanimously approved.

**XIX. Manager Report:**

- a. Ms. Boykin reported to Board: in July, 36 homes sold and closed in Continental Ranch and 9 homes sold and closed in Sunflower; weeds in turf to be sprayed again; Nancy Lambert resigned from the Landscape Committee; Community Center pool will close for the season on September 7<sup>th</sup> and Windmill Park pool will close November 1<sup>st</sup>; basin ‘C’ behind Windmill Park sport’s field fills after heavy rains and doesn’t drain properly; concrete lawn edging repair scheduled to begin week of September 13<sup>th</sup>; Marquee sign to be installed end of August; and construction for Album Marana 55+ Apartments has begun, expected completion in Fall 2022.

**XX. Adjournment:**

Meeting adjourned at 7:56 P.M. Executive Session to follow.

**Next Board of Directors Meeting scheduled for September 21, 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*