

Continental Ranch Community Association
Board of Directors Meeting
at the Community Center
November 16, 2021 following Organizational Meeting
MEETING MINUTES

I. Roll Call/Quorum:

Directors present: Ms. Peggy Bracken, President; Mr. Bill Cicala, 1st Vice-President; Mr. Bill Dawes, 2nd Vice-President; Mr. Doug Childress, Secretary; Ms. Connie DeLarge, Treasurer; Mr. Fred Fisher, Director at Large; and Mr. Brandt Smith, Director at Large. 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 6:58 P.M.

III. Guests: Mr. Chavez appealed the ARC denial for privacy wood fence (refer to section XI. b. of agenda).

IV. President's Message: Ms. Bracken thanked the board for their nomination.

V. Adopt the Agenda:

MOTION (Cicala/Childress) to adopt the November 16, 2021 Board Meeting Agenda as presented. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: September 13, 2021 Landscape, October 6, 2021 Covenants, October 7, 2021 ARC, and October 21, 2021 ARC. **MOTION (Childress/Cicala)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Childress/Cicala) to approve the October 19, 2021 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

None.

IX. Homeowner Requests to Board:

None.

X. Finance:

a. Balance Sheet Report for October 31, 2021: Operating Cash \$641,389.54; Total Cash Reserve \$1,278,492.14; Accounts Receivable \$36,367.70; Other Assets \$130,412.96; Pre-Paid Income Tax \$1,147.00; Pre-Paid Insurance \$2,600.00; October 31, 2021, Total Assets \$2,090,409.34.

- b. **MOTION (Bracken/Childress)** to approve end of year bonuses for management staff members, NTE \$2,500.00 in total. Unanimously approved.
- c. **Annual Financial Audit: MOTION (Childress/DeLarge)** to approve the contract from J. Todd Lundering to perform the 2020-2021 financial audit and tax returns, NTE \$8,500.00. Unanimously approved.

XI. Architectural Review Committee:

- a. **ARC Membership Appointment: MOTION (Childress/Cicala)** to approve the recommendation from the ARC to appoint Ron Devin as a member of the Architectural Review Committee. Unanimously approved.
- b. **Appeal of ARC Denial: MOTION (Dawes/Cicala)** to uphold the denial by the ARC for the wooden privacy fence for Account ID #109902. Unanimously approved.

XII. Landscape Committee:

- a. **Backflow Covers Replace: MOTION (Childress/Cicala)** to approve the proposal from AAA Landscape to replace 36 backflow covers per the Reserve Study, NTE \$5,785.98. Unanimously approved.
- b. **Acacia Grove Trees: MOTION (Dawes/Childress)** to approve the proposal from Brijer Resources to cut 14 trees in the Acacia Grove common area to two feet above ground level as recommended by the Landscape Committee. Six opposed and one in favor (Childress). Motion defeated. **MOTION (Dawes/Cicala)** to request a proposal from Brijer Resources to trim all trees in the Acacia Grove common area. Six in favor and one opposed (Childress). Motion passed.
- c. **Eliminate Mask Mandate: MOTION (Childress/Dawes)** to approve eliminating the mask mandate for Landscape Committee meetings as recommended by the Landscape Committee. Discussion ensued. Four opposed and three in favor (Dawes, Childress, Smith). Motion defeated.

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 #18132 (Duty of Maintenance)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
- c. **ID #18132, #18132 (Duty of Maintenance)** – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.
- d. **ID #19967 (Duty of Maintenance)** – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.
- e. **ID #79801, #20557 (Duty of Maintenance)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
- f. **ID #85559 (Duty of Maintenance)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #18340 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- h. **ID #108761 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- i. **ID #41861 (Landscape Maintenance)** – Recommendation of \$50 fine, 30-day pool suspension & lot cleanup scheduled no sooner than 11/17/21 to be charged to the account if property is not brought into compliance by 11/16/21.
- j. **ID #109902 (ARC Violation)** – Recommendation of an extension until 12/20/21.
- k. **#85553 (ARC Violation)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

- l. **ID #20659, #20690, #19682, #106633, #105368 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- m. **ID #18014 (Duty of Maintenance)** – Recommendation of an extension until 12/01/21.
- n. **ID #109358 (Unightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- o. **ID #105368 (Landscape Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- p. **ID #26914, #105368 (Landscape Maintenance)** – Recommendation of \$25 fine, 30-day pool suspension & lot cleanup scheduled no sooner than 11/17/21 to be charged to the account if the property is not brought into compliance by 11/16/21.
- q. **ID #18114 (Street Parking)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- r. **ID #82961 (Trash Cans)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

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

XIV. Old Business:

- a. **Windmill Park Pool Season Extension: MOTION (Childress/Dawes)** to approve Windmill Park pool closing date for December 1, 2021. Five opposed and two in favor (Childress, Dawes). Motion defeated. **MOTION (Bracken/Smith)** to approve Windmill Park pool closing date for January 1, 2022. Five in favor and two opposed (Childress, Dawes). Motion passed.

XV. New Business:

- a. **Asphalt Seal & Repair: MOTION (Childress/Bracken)** to postpone for additional bid. Unanimously approved.

XVI. Manager Report:

- a. Ms. Boykin reported to Board: in October, 21 homes sold and closed in Continental Ranch and 5 homes sold and closed in Sunflower; plants causing sight obstruction in Twin Peaks median were removed; proposal requested from Brijer Resources for annual upper tree pruning; pool key usage data for November to date; positive feedback from residents regarding Windmill Pool extension; Mr. Lambert and Ms. Harvey submitted resignation from the ARC; Coyote Crossing monument repair completed; and playground sand rototill/sift scheduled for November.

XVII. Adjournment:

Meeting adjourned at 8:01 P.M. Executive Session to follow.

Next Board of Directors Meeting scheduled for December 21, 2021 at 6:45 P.M. at the Community Center.

Doug Childress, Secretary

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