

Continental Ranch Community Association
Board of Directors Meeting
at the Community Center
February 15, 2022 at 6:45 P.M.
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. Three 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:

Ms. Bracken noted recommendation from Landscape Committee to eliminate the mask mandate for meetings and advised that a discussion would be postponed until the March Board meeting.

V. Adopt the Agenda:

MOTION (Childress/Cicala) to adopt the February 15, 2022 Board Meeting Agenda with the amendment to add the topic of eliminating the mask mandate under New Business. Unanimously approved.

VI. Consent Agenda:

The following committee meeting minutes were received: January 3, 2022 Landscape, January 5, 2022 Covenants, January 6, 2022 ARC, and January 20, 2022 ARC. **MOTION (Bracken/Childress)** to accept consent agenda. Unanimously approved.

VII. Approval of Board Meeting Minutes:

MOTION (Childress/Fisher) to approve the January 18, 2022 Board Meeting Minutes as presented. Unanimously approved.

VIII. Homeowner Forum:

Homeowner on Silver Sand Drive requested an explanation for the Crime Free Resolution and what protocol the Association follows regarding evictions. Homeowner on Wellside Drive requested more information regarding violation notices they have received.

IX. Homeowner Requests to Board: None received.

X. Finance:

- a. Balance Sheet Report for January 31, 2022:** Operating Cash \$610,091.55; Total Cash Reserve \$1,319,497.06; Accounts Receivable \$66,779.25; Other Assets \$124,897.96; Pre-Paid Income Tax \$1,097.00; Pre-Paid Insurance \$2,600.00; January 31, 2022, Total Assets \$2,124,955.82.

XI. Architectural Review Committee:

- a. Design Guidelines Revision – ‘Roofs’:** **MOTION (Childress/Cicala)** to revise the Design Guidelines section for ‘Roofs’ as recommended by the Architectural Review Committee. Unanimously approved.
- b. Sierra Pointe Homes – Additional Floor Plan:** **MOTION (Childress/Cicala)** to approve the additional floor plan for the Sierra Pointe homes as recommended by the Architectural Review Committee. Unanimously approved.

XII. Landscape Committee:

- a. Annual Landscape Granite Replenish:** **MOTION (Childress/Dawes)** to approve the proposal from AAA Landscape to replenish landscape granite at Windmill Park office per the Reserve Study with the condition that AAA Landscape apply the 2% of annual contract credit towards this project, NTE \$11,420.14. Unanimously approved.
- b. Miscellaneous Plant Replacements:** **MOTION (Childress/Smith)** to approve the proposal from AAA Landscape to replace missing plants in four median bullnoses on Twin Peaks Road, NTE \$3,564.00. Unanimously approved.
- c. Prickly Pear Treatment of Cochineal Scale:** **MOTION (Childress/Smith)** to approve the proposal from AAA Landscape to treat all common area prickly pear affected by cochineal scale, NTE \$850.00. Unanimously approved.

XIII. Covenants Committee:

- a. Covenants Policy Revision:** **MOTION (Childress/Cicala)** to approve the Covenants Policy Revisions as presented. Unanimously approved.
- b. ID #84445 (ARC Violation) – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.**
- c. ID #85553, #70509 (ARC Violation) – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.**
- d. ID #109902 (ARC Violation) – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.**
- e. ID #18132, #18132, #18132 (Duty of Maintenance) – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.**
- f. ID #19967 (Duty of Maintenance) – Recommendation of \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.**
- g. ID #106716 (Duty of Maintenance) – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.**
- h. ID #79801, #85559 (Duty of Maintenance) – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.**
- i. ID #20659, #20690, #19682, #112735, #112655, #20720, #107745 (Duty of Maintenance) – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.**

- j. ID #18014 (Duty of Maintenance) – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- k. ID #105368 (Landscape Maintenance) – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- l. ID #105531 (Trash Cans) – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- m. ID # 101722, #34480 (Duty of Maintenance) – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- n. ID #43987 (Landscape Maintenance) – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

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

XIV. Old Business: None.

XV. New Business:

- a. **2022 Pool Monitor Staff: MOTION (Childress/Smith)** to approve the estimated budget for the 2022 pool monitor staff as presented. Unanimously approved.
- b. **Windmill Park Office Chairs Replace: MOTION (Cicala/Bracken)** to not approve replacing 5 office chairs. Unanimously approved.
- c. **Windmill Park Office Refrigerator Replace: MOTION (Cicala/Fisher)** to not approve replacing the office refrigerator. Unanimously approved.
- d. **Monument Letters Replace: MOTION (Childress/Dawes)** to approve the proposal from Territorial Sign Company to replace the first phase of monument letters, NTE \$7,461.87. Unanimously approved.
- e. **Eliminate Mask Mandate: MOTION (Childress/Dawes)** to approve lifting the indoor mask mandate effective March 1, 2022. Unanimously approved.

XVI. Manager Report:

- a. Ms. Boykin reported to Board: in January – 22 homes sold/closed in CRCA & 4 homes sold/closed in SF, annual upper tree pruning by Brijer Resources is in progress, AAA Landscape to replace crape myrtle tree by the office that was damaged, and they have begun to lower the height of the dormant Bermudagrass, all pool/spa/splash pad filters' sand was replaced with glass media, splash pad deck repairs and painting was completed February 10th, Two (2) pool heaters at the community center were replaced February 14th, Windmill Park pool will reopen March 1st, and restroom cleaning will return to three (3) times a week. WP office exterior and CC light poles painting completed January 29th, and interior scheduled for February 19th – 21st. WP exterior sconce and canned lighting were replaced on January 25th. WP main parking lot asphalt repair/reseal completed February 9th (West and CC parking lots scheduled February 24th-25th). Associations CPA Todd Lundering presented audit findings and the financial report for the previous fiscal year at the January board meeting. New Reserve money market and ICS account opened with Alliance Association Bank; Reserve accounts at PNC Bank, US Bank and Synchrony Bank closed and deposited into a new account. Per the CPA Board Treasurer is to do monthly bank reconciliations.

XVII. Adjournment:

Meeting adjourned at 7:33 P.M. Executive Session to follow.

Next Board of Directors Meeting scheduled for March 15, 2022 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