

Continental Ranch Community Association  
Board of Directors Meeting  
at the Community Center  
October 18, 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; and Mr. Brandt Smith, Director at Large. Directors excused: Mr. Fred Fisher, Director at Large. Also present: Ms. Ashley Boykin, Community Manager, and Ms. Paula Bellina, Assistant Manager. Ten 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:**

Clint G. Goodman, Attorney

**IV. President's Message:**

No message given.

**V. Adopt the Agenda:**

**MOTION (Childress/DeLarge)** to adopt the October 18, 2022, Board Meeting Agenda as presented. Unanimously approved.

**VI. Consent Agenda:**

The following committee meeting minutes were received: September 1, 2022, ARC; September 7, 2022, Covenants; September 12, 2022, Landscape; and September 15, 2022, ARC. **MOTION (Childress/Smith)** to accept the consent agenda. Unanimously approved.

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

**MOTION (Childress/Smith)** to approve the September 20, 2022, Board Meeting Minutes as presented. Unanimously approved.

**VIII. Homeowner Forum:**

Ms. Atkinson from North Bellwether Drive requested to discuss her appeal of the ARC's decision to deny her application for a detached, 3-car, garage in open meeting rather than Executive and provided new information regarding the proposed building materials and confirmation that the existing 2-car garage will be converted to a room addition. Discussion ensued. **MOTION (Cicala/DeLarge)** to approve the appealed application for a detached 3-car garage as presented with the condition that Ms. Atkinson submit in writing the existing garage will be converted to a room addition and the new detached garage will match the existing home in design and building materials. Unanimously approved.

Mr. Peter DuMoulin from West Lees Ferry Court, Mr. Chuck Valade from West August Moon Place, Mr. Coy Gaddie from West Talavera Way, and Mrs. Jenny Rowland from North Indian Summer Drive each spoke to the Board of their desire to see the Windmill Park pool remain open for more than eight months out of the year. Mr. Larry Andrews from West Beltran Place requested the Board consider just keeping the spa open and heated while the pool heaters are turned off as an alternative to closing both if an extension is not possible.

The Board explained the 2022 Windmill Park pool season was already discussed and voted on at the September 20, 2022, Board Meeting, and that the results from the pool feedback survey recently sent out will be reviewed when the Board discusses the 2023 Windmill Park pool season. The Board also said they would consider the possibility of keeping just the spa heated as well when the 2023 pool season is discussed.

**IX. Homeowner Requests to Board:**

- a. Design Guidelines Amendment for Holiday Decorations:** Mr. Keith Warren from Running Bear Drive addressed certain holiday decoration concerns with the Board and requested the allowed timeframe for holiday decorations described in the Design Guidelines be more restrictive. The Board agreed to request that the Architectural Review Committee consider amending the guidelines to require decorations be removed within two weeks after the holiday instead of thirty days.
- b. Perimeter Wall Paint Request: MOTION (Childress/Dawes)** to not approve accepting the ongoing responsibility to paint and maintain the perimeter wall at the end of West Desert Spirits Drive. Unanimously approved.
- c. Pool Season Extension Requests:** No action taken.

**X. Annual Meeting:**

Will be held on October 25, 2022, at 7:00 P.M. at the Coyote Trail Elementary School.

**XI. Finance:**

- a. Balance Sheet Report for September 30, 2022:** Operating Cash \$362,726.89; Total Cash Reserve \$1,298,116.67; Accounts Receivable \$51,639.93; Other Assets \$124,897.96; Pre-Paid Income Tax \$1,097.00; Pre-Paid Insurance \$2,600.00; September 30, 2022, Total Assets \$1,841,078.45.

**XII. Architectural Review Committee:**

- a. New Committee Member Appointment: MOTION (Childress/Cicala)** to appoint Lucille Yuen as a member of the Architectural Review Committee as recommended by ARC. Unanimously approved.

**XIII. Landscape Committee:**

- a. Landscape Maintenance Contractor: MOTION (Childress/DeLarge)** to approve having management staff begin the process of collecting bids for the landscape maintenance contract as recommended by the Landscape Committee. Unanimously approved.

**XIV. 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, #18132, #18132, #79801, #106716 (Duty of Maintenance)** – Recommendation of \$100 weekly fine & 30-day pool suspension until the property is brought into compliance.
- c. **ID #101722 (Duty of Maintenance)** – Recommendation of \$50 weekly fine & 30-day pool suspension until the property is brought into compliance.
- d. **ID #24188 (Duty of Maintenance)** – Recommendation of \$100 monthly fine & 30-day pool suspension until the property is brought into compliance.
- e. **ID #92340 (Duty of Maintenance)** – Recommendation of \$75 monthly fine & 30-day pool suspension until the property is brought into compliance.
- f. **ID #107745, #105504, #19001 (Duty of Maintenance)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- g. **ID #113049 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- h. **ID #59828 (Landscape Maintenance)** – Recommendation of \$50 monthly fine and 30-day pool suspension until property is brought into compliance.
- i. **ID #105522, #18909 (Landscape Maintenance)** – Recommendation of one-time \$25 fine, 30-day pool suspension & lot cleanup scheduled no sooner than 10/19/22 to be charged to the account if the property is not brought into compliance by 10/18/22.
- j. **ID #109358 (Unsightly Materials)** – Recommendation of \$50 monthly fine & 30-day pool suspension until the property is brought into compliance.
- k. **ID #40765 (Trailer)** – Recommendation of \$75 weekly fine & 30-day pool suspension until the property is brought into compliance.
- l. **ID #103066 (ARC Violation)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- m. **ID #72576 (Duty of Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- n. **ID #84475 (Landscape Maintenance)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.
- o. **ID #23488, #23488 (Landscape Maintenance)** – Recommendation of an extension until 11/01/2022.
- p. **ID #103028, #22989 (Unsightly Materials)** – Recommendation of \$25 monthly fine & 30-day pool suspension until the property is brought into compliance.

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

**XV. Unfinished Business:**

- a. **Automatic Chlorinators Troubleshoot & Repair: MOTION (Childress/DeLarge)** to approve sending all five automatic chlorinators for the Windmill Park and Community Center pool areas to the manufacturer, Aquasol, after the Windmill Park pool closes, for troubleshooting and possible repairs, NTE \$750.00 for service. Cost of repairs to be determined. Unanimously approved.

**XVI. New Business:**

- a. **Management Contract Renewal: MOTION (Childress/DeLarge)** to approve renewal of the management contract with HOA Management Solutions, at same rate as previous year. Unanimously approved.
- b. **Windmill Park Pool Pump #2 Replace: MOTION (Childress/DeLarge)** to approve the proposal from Oasis Pool Service to replace existing plumbing and three residential pool pumps with new plumbing

and one variable speed commercial pool pump, NTE \$21,137.24 from Reserves. Unanimously approved.

- c. **Community Center Attic Lighting Improvement: MOTION (Cicala/Childress)** to approve the proposal from Sovereign Electric to install additional lighting in the community center attic to improve safe access for HVAC maintenance, NTE \$1,650.00. Unanimously approved.
- d. **Trees Between Community Center & Sierra Pointe: MOTION (Cicala/Childress)** to approve the proposal from Brijer Resources to remove the two mature mesquite trees in between the community center and Sierra Pointe HOA homes, NTE \$500.00. Unanimously approved.

**XVII. Action-In-Lieu:**

- a. **Windmill Park Ash Trees Irrigation: MOTION (Childress/Cicala)** to approve the proposal AAA Landscape to increase and improve irrigation to four ash trees at the Windmill Park at a cost not to exceed \$3,480.00. Unanimously approved.

**XVIII. Manager Report:**

- a. Ms. Boykin reported that in September, 16 homes sold/closed in CRCA & 10 homes sold/closed in Sunflower; Windmill Park palm tree that received injections of fertilizer on October 4<sup>th</sup> died and was removed by Brijer Resources on October 17<sup>th</sup> for \$450; AAA Landscape to install winter snapdragons in flowerbeds this month; Windmill Park ash trees' bubblers project by AAA Landscape is underway; the Windmill Park pool is scheduled to close on November 1<sup>st</sup>; pool feedback surveys are being received and will be presented to the Board when the 2023 Windmill Park pool season discussion is scheduled (TBD); both pools' deck resurface projects by Backyard Boulders are scheduled to begin after November 1<sup>st</sup> and will be completed before either pool reopens; the new splash pad stainless steel posts are in production with Rain Deck and will arrive early November; the CRCA annual meeting is scheduled for October 25<sup>th</sup>, 6:30 P.M., at the Coyote Trail Elementary School; 2<sup>nd</sup> Annual Halloween Decorating contest scheduled for October 20<sup>th</sup> with 12 contestants and 8 judges signed up; and management is still searching for one or more Continental Ranch families in need for the Adopt-A-Family program in December.

**XIX. Adjournment:**

Meeting adjourned at 8:25 P.M. Executive Session to follow.

**Next Board of Directors Meeting scheduled for November 15, 2022, 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*