

**NELLIE GAIL RANCH OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING – REGULAR SESSION**

**TUESDAY, SEPTEMBER 20, 2016**

**MINUTES**

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**I. CALL TO ORDER**

The regularly scheduled Open Session meeting of the Nellie Gail Ranch Owners Association was called to order at 7:30 p.m.

**DIRECTORS PRESENT**

Loree Blough  
Paul Holland  
Mark Fisk  
Jill Barkouras

**DIRECTOR ABSENT**

John Park

**MANAGEMENT**

Brian Mitchell, General Manager  
Dennis Moss, Operations Manager, Parks & Recreation Facilities

**II. CONSIDERATION OF REQUEST FROM 26681 DAPPLE GREY FOR GAP IN TRAIL FENCE AT NELLIE GAIL ROAD**

**Motion:** Blough  
**Second:** Holland

**Resolution:** To deny creating a gap in the trail fence for purposes of a horse crossing and to approve placing several trail bypass openings in the fence for purposes of creating trail ingress and egress when service vehicles are blocking the trail.

**The motion carried unanimously.**

**III. HOMEOWNER FORUM**

Two (2) Members addressed the Board with comments.

**IV. EXECUTIVE SESSION REPORT**

The regularly scheduled Executive Session meeting was held on August 16, 2016. Topics included approval of minutes, homeowner delinquencies and liens, legal issues, contracts, personnel, and violations.

A Special Executive Session was held September 7, 2016 to discuss service provider contracts.

**V. CONSENT CALENDAR**

**Motion:** Holland  
**Second:** Barkouras

**Resolution:** That the Board approves the Consent Calendar, items V-A through C as presented.

**The motion carried unanimously.**

**A. OPEN SESSION MINUTES**

**Resolution:** To approve the Open Session minutes dated August 16, 2016 as presented.

**B. FINANCIAL STATEMENTS**

**Resolution:** To approve the financial statements for the Nellie Gail Ranch Owners Association dated August 31, 2016

**C. CONSIDERATION OF APPROVAL OF RESERVE TRANSFER FROM OPERATING TO THE RESERVE ACCOUNT**

**Resolution:** To approve transfers from Operating Checking to the Reserve Account of funds in the following amounts:

\$162,260 in Association Cost Center Reserve funds  
\$95,255.23 in Equestrian Center Reserve funds  
\$52,800 in Swim Center Reserve funds  
\$57,365 in Tennis Center Reserve funds

This represents a total transfer of \$367,680.23 to the Wells Fargo Reserve Investment Account G/L 21137 for reserve funding October 1, 2015 through August 31, 2016. Management is further directed to make the September 2016 budgeted reserve fund transfers to each appropriate cost center.

**The Consent Calendar motions carried unanimously.**

End of Consent Calendar

**VI. REPORTS**

The following reports were received and filed by the Board: Financial Summary,

General Manager's, Architectural Review, Communications, Emergency Preparedness, Equestrian Center, Events, Solar, Swim Center, Tennis Center, Trails, and Landscape.

**VII. OLD BUSINESS**

**A. CONSIDERATION OF RECOMMENDATION FROM EQUESTRIAN COMMITTEE FOR BOARD APPROVAL TO SUBMIT THE DRAFT PROFESSIONAL SERVICE PROVIDER POLICY TO THE MEMBERSHIP FOR REVIEW**

**Motion:** Holland

**Second:** Fisk

**Resolution:** To approve the recommendation of the Equestrian Committee to submit the draft Professional Service Provider Policy to the Membership for 30-day comment prior to Board consideration of approval at the November 15, 2016 meeting;

and,

To approve Corporate Counsel to create draft permits to take the place of the existing License Agreements.

**The motion carried unanimously.**

**VIII. NEW BUSINESS**

**A. CONSIDERATION OF APPOINTMENT OF ALTERNATE ARCHITECTURAL COMMITTEE MEMBER**

**Motion:** Fisk

**Second:** Holland

**Resolution:** To appoint Tom Conkling to serve as an alternate on the Architectural Committee until the end of the year with authority to act in event that a regular member is absent or unable to act.

**The motion carried unanimously.**

**B. CONSIDERATION OF APPROVAL OF TENNIS COURT AWNING FABRIC REPLACEMENT**

**Motion:** Barkouras

**Second:** Holland

**Resolution:** To approve a Contract with South County Window Coverings for Tennis Court awning fabric replacement at a cost not to exceed \$7,800.

**The motion carried unanimously.**

**C. CONSIDERATION OF APPROVAL OF CONTRACTS FOR PURCHASE OF SWIM AND TENNIS CENTER FURNISHINGS**

**Resolution:** To approve the following resolutions for the purchase of furnishings for the Nellie Gail Ranch Tennis and Swim Center:

**Phase 1**

**Motion:** Barkouras

**Second:** Fisk

**Resolution:** To approve a Contract with Superior Awning for the purchase and installation of two (2) 12'x12' and one (1) 12'x16' custom made cabana at a cost not to exceed \$12,154.96;

**Phase 2**

**Motion:** Blough

**Second:** Barkouras

**Resolution:** To approve the purchase of twenty (20) sling style chaise lounges, forty (40) sling style dining chairs, ten (10) dining tables, ten (10) umbrellas with stands, ten (10) tea tables, (1) love seat and one (1) coffee table from Tropitone for furnishings to be placed on the Pool deck;

**Phase 3**

**Motion:** Barkouras

**Second:** Fisk

**Resolution:** To approve the purchase of lounge furniture including one (1) sofa, one (1) love seat, two (2) chairs, one (1) coffee table and two (2) end tables from Tropitone for placement under the pool deck shade structure at a cost not to exceed \$5,603.69;  
and,

To approve a Contract with Superior Awning for the purchase, removal and installation of shade structure fabric located on the pool deck at a cost not to exceed \$2,500.27;

**Phase 4**

**Motion:** Barkouras

**Second:** Fisk

**Resolution:** To approve the purchase of three (3) dining tables, twelve (12) sling style dining chairs, three (3) umbrellas with stands and two (2) sofas from Tropitone for placement on the upper deck patio area at a cost not to exceed \$9,236.98;

**Phase 5**

**Motion:** Holland  
**Second:** Barkours

**Resolution:** To approve the purchase of six (6) dining tables, thirty (36), sling style dining chairs and nine (9) umbrellas with stands from Tropitone for placement on the patio area adjacent to the Clubhouse and the landing areas at the Upper Tennis Courts at a cost not to exceed \$16,775.04.

**The motions carried unanimously.**

**IX. CORRESPONDENCE**

The Board reviewed and filed Member correspondence

**X. NEXT MEETING**

The next Regular Open Session meeting is scheduled for Tuesday, September 20, 2016 at 7:30 PM.

**XI. ADJOURNMENT**

The meeting was adjourned at 8:45 p.m.

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Signature

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Date