



VENTANA COVENANT COMMITTEE
Board Meeting
Tuesday, February 20, 2024 at 6:00 pm

via Teleconference

**** Please join the meeting from your computer, tablet or smartphone****

<https://video.cloudoffice.avaya.com/join/516109091>

Meeting ID: 516109091

You can also dial in using your phone.

United States: (213) 463-4500

Access Code: 084-287-7756

Board of Director	Term
Christina Sparks	August 2024
Kevin Whatley	August 2024
Vacant	August 2024

MEETING AGENDA

1. Call to Order
2. Declaration of Quorum
3. Approval of Agenda
4. Regular Business Items (these items are routine and may be approved by one motion. There will be no separate discussion of these items unless requested, in which event the item will be heard immediately)
 - a. Approval of Board Meeting Minutes from November 21, 2023 (enclosed)
5. Management Matters
 - a. Review Covenant Violations (enclosed)
 - b. Review Architectural Submissions Summary (enclosed)
6. New Business:
 - a. Review and Consider Amendments to Fine Schedule
7. Adjourn - Next Board Meeting is May 21, 2024, at 6:00 pm





VENTANA COVENANT COMMITTEE
Regular Board Meeting
Held virtually via teleconference.
Tuesday, November 21, 2023, at 6:00 PM

Christina Sparks – Term to August 2023
Kevin Whatley – Term to August 2023
VACANT – Term to August 2023

**** Please join the meeting from your computer, tablet, or smartphone****

<https://video.cloudoffice.avaya.com/join/060015271>

Meeting ID: 060015271

You can also dial in using your phone.

United States: +1 (213) 463-4500

Access Code: 060-015-271

Public invited to attend.

MEETING MINUTES

1. Call to Order: Ms. Smith called the meeting to order at 6:00 PM.
2. Declaration of Quorum: Ms. Smith confirmed a quorum was present.
3. Approval of Agenda: Director Whatley moved to approve the Agenda as presented; seconded by Director Sparks. Motion passed unanimously.
4. Regular Business Items
 - a. Approval of Board Meeting Minutes from August 15, 2023: After review, Director Whatley moved to approve the August 15, 2023, Meeting Minutes; seconded by Director Sparks. Motion passed unanimously.
5. Board Matters
 - a. Discuss Board Interest and Appointments: Ms. Smith stated that WSDM has not received any interest for the vacant seat. No action was taken.
6. Management Matters
 - a. Review Covenant Violations: The Board reviewed the Covenant Violation summary.
 - b. Review Architectural Submissions Summary: The Board reviewed the Architectural Submissions summary.
7. Other Business
 - a. The next Board meeting is scheduled for February 20, 2024, at 6:00 PM via teleconference.

8. Adjourn: The Board adjourned the meeting at 6:07 PM.

Respectfully submitted,

By: _____
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 21, 2023
MINUTES OF THE VENTANA COVENANT COMMITTEE BY THE BOARD OF
DIRECTORS.



ARTICLE V
Establishment of Schedule for Fines, Penalties and Charges

Section 5.1 – Establishment of Fines, Penalties and Charges

To facilitate compliance with the Declaration and these Design Guidelines, the AC establishes the following list of Fines, Penalties and Charges that they may apply and collect to Owners who are in violation of the Declaration and Design Guidelines:

CCR / DG Code Section	Violation	Fee
DG 4.4	Excavation	\$20/ week until resolved
DG 4.2	Construction Hours 7am - 7pm	\$10/ incident
DG 3.41	Pet Waste	\$20/ incident
CCR 4.10 / DG 3.39	Leashed Pets	\$20/ incident
CCR 4.06	Nuisance	\$50/ Month until resolved
CCR 4.05	Trash Receptacles/ Refuse	\$5/ Day until resolved
DG 2.2	Unapproved Architectural Projects	\$50/ Month until resolved
CCR 4.01, 4.08 / DG 3.36	Landscape Maintenance	\$10/ Week until resolved
CCR 4.07	Lights, Sounds, and Odors	\$20/ Month until resolved
CCR 4.11 / DG 4.6	Vehicles	\$20/ week until resolved
CCR 4.12	Signs	\$10/ Month until resolved

Section 5.2 – Update and Publication

The Ac may from time to time update, modify, change, add to, or eliminate this list and will publish and advertise this list for general distribution to all Owners.



**Ventana Metropolitan District
Amended and Restated - Article V of the
Design Guidelines of the Ventana Community**

Establishment of Schedule for Fines, Penalties and Charges

Section 5.1 – Establishment of Fines, Penalties and Charges

To facilitate compliance with the Declaration and these Design Guidelines, the AC establishes the following list of Fines, Penalties and Charges that they may apply and collect to Owners who are in violation of the Declaration and Design Guidelines:

Schedule of Notices

The VCC and Board of Directors has established the following enforcement process applicable to Property Owners whose property or persons (residents, tenants, or guest) are found to be in violation of the Ventana Metropolitan District Declaration or Design Guidelines at any time.

- 1) 1st Notice of Violation (Courtesy Notice): Written notice to the Property Owner advising the nature of the alleged violation and requesting compliance within fourteen (14) days.
- 2) 2nd Notice of Violation (First Fine): Written notice to the Property Owner advising that the previously alleged violation has not been corrected, advising of the commencement of fines, and requesting compliance within fourteen (14) days.
- 3) Notice of Continued Violation (Continued Fines): Written notice to the Property Owner advising that the previously alleged violation has not been corrected, advising of the imposition of automatically reoccurring fines every thirty (30) days until the Property Owner has provided verification of correction of the violation to Management.
- 4) Perpetual Fines: No additional notices are required, beyond the Notice of Continued Violation. The sole responsibility for confirmation of compliance is borne by the Property Owner, who must correct the violation and provide timely proof of the corrected violation to the District Manager to halt additional fines. The Board of Directors, the VCC, and the District Manager share no responsibility for pursuit of proof of correction. Additional fines will not be waived for reported delays in delivery of proof of correction, which result in additional fines.

Schedule of Fines, Penalties and Charges

The VCC and Board of Directors has established the following schedule of Fines, Penalties and Charges applicable to the aforementioned Schedule of Notices.

- 1) 1st Notice of Violation (Courtesy Notice): \$25
- 2) 2nd Notice of Violation (First Fine): \$50
- 3) Notice of Continued Violation (Continued Fines): \$75
- 4) Perpetual Fines: \$100 every 30-days perpetually

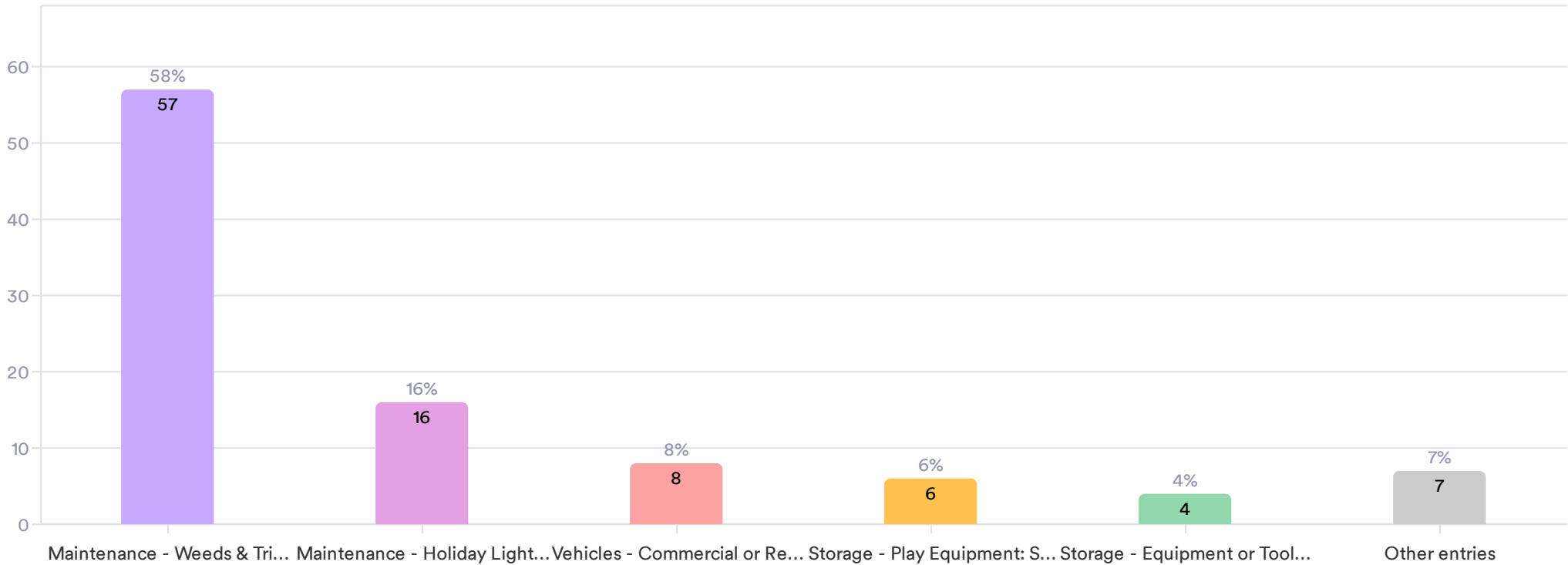
In accordance with Article 10.3.2 of the Covenants, all fines imposed in accordance with this Fine Schedule shall be considered due and payable within thirty (30) days from the date of each Notice and shall be subject to a \$30 late fee for each subsequent thirty (30) day period in which any portion of the fine remains unpaid; in addition to interest of 18% per annum.



VMD Violation Tracker

Cited Violation:

98 Responses



Data	Response	%
Maintenance - Weeds & Trim: Section 4.08 of the Covenants states, "The...	57	58%
Maintenance - Holiday Lighting: Section 15.04.070, Chapter 6, subsection...	16	16%
Vehicles - Commercial or Recreational: Section 4.11(a) of the Covenants st...	8	8%
Storage - Play Equipment: Section 3.17 of the Design Guidelines states, "A...	6	6%
Storage - Equipment or Tools: Section 4.03 of the Covenants states, "Out...	4	4%
Other entries	7	7%

VMD Violation Tracker

Date Violation Issued:

98 Responses

Data	Responses
01-03-2024	1
01-30-2024	23
01-31-2024	21
02-01-2024	41
02-13-2024	12

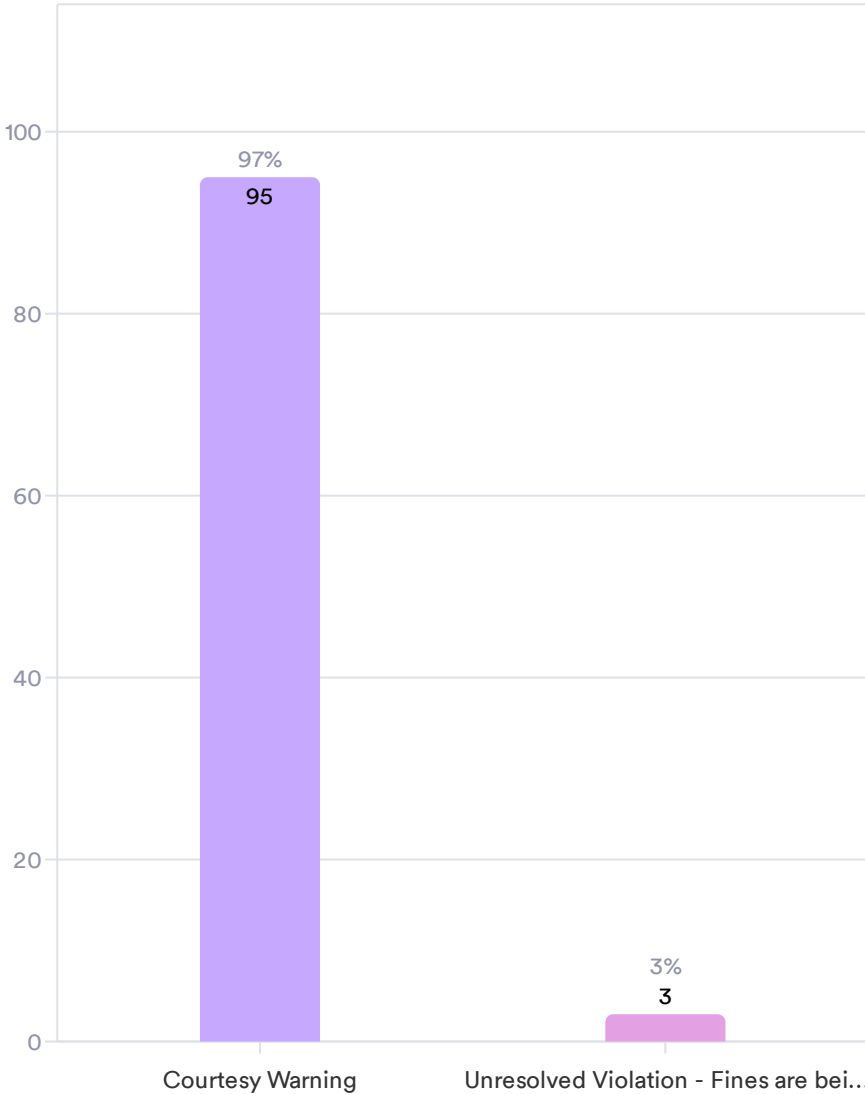
Fine to be Applied:

34 Responses

Data	Responses
\$10/ week until resolved	20
\$20/ month until resolved	7
\$20/ week until resolved	5
\$5/ day until resolved	1

Level of Warning

98 Responses



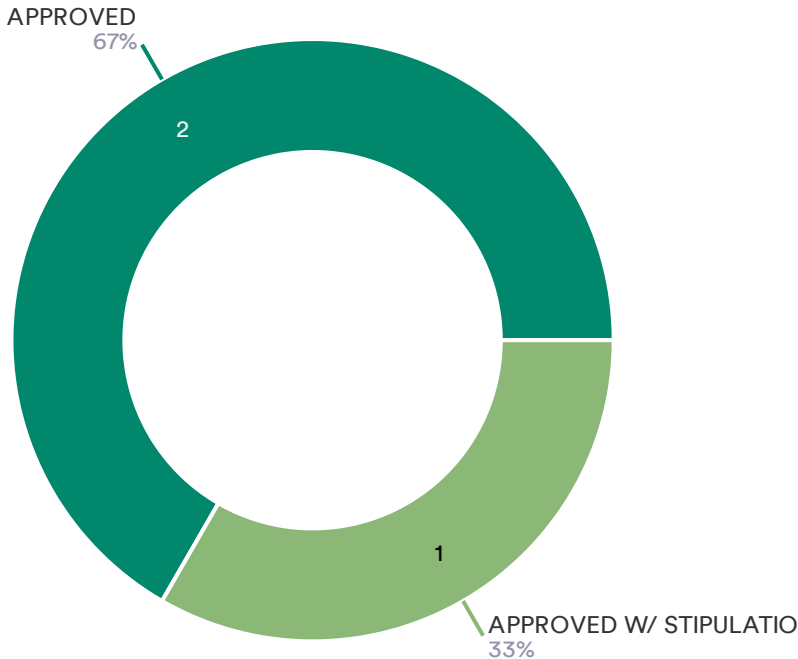


Ventana Metropolitan Architectural Submission/ Application Form

Approval/ Denial

3 Responses

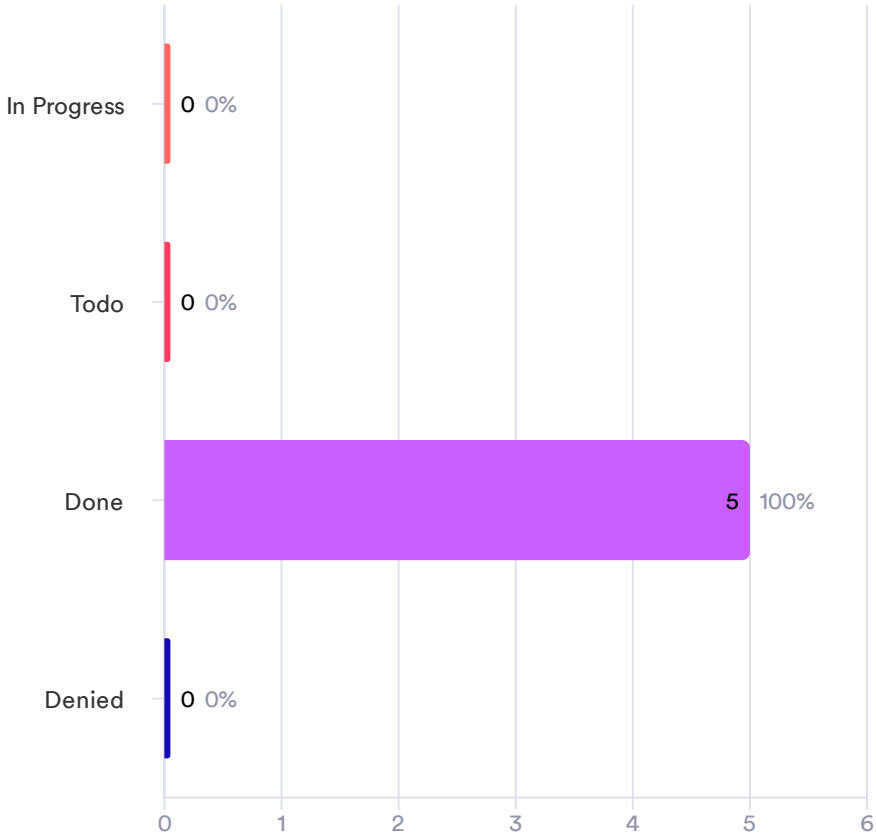
Data	Response	%
APPROVED	2	67%
APPROVED W/ STIPULATIONS	1	33%
DENIED W/ STIPUTLATIONS	0	0%
DENIED	0	0%



Current Status of Submissions

5 Responses

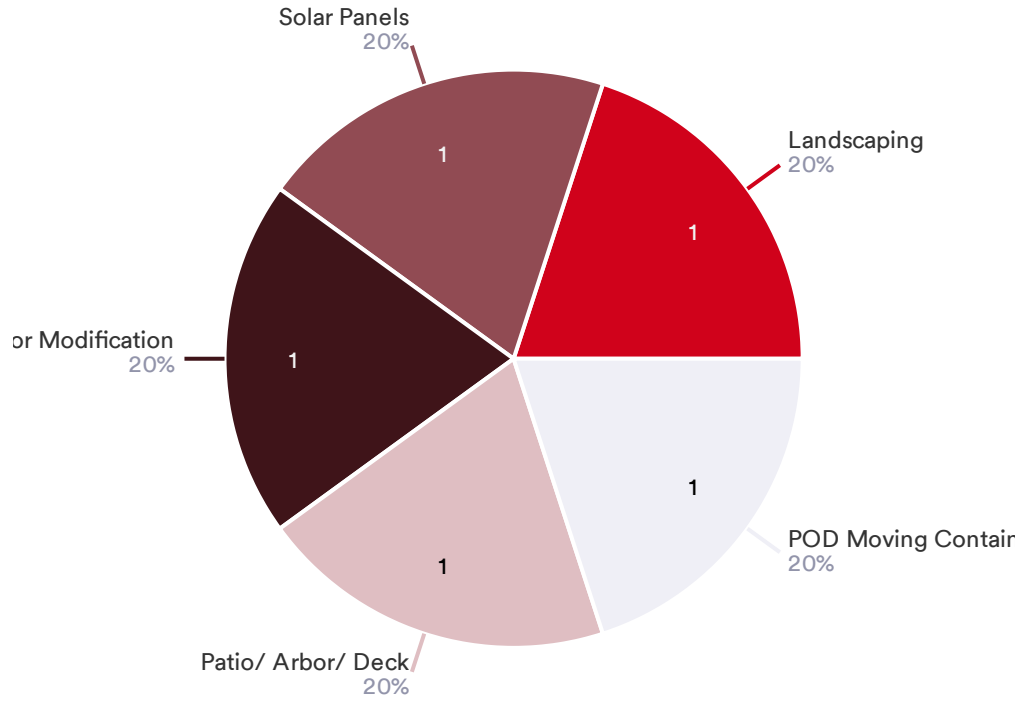
Data	Response	%
In Progress	0	0%
Todo	0	0%
Done	5	100%
Denied	0	0%



Ventana Metropolitan Architectural Submission/ Application Form

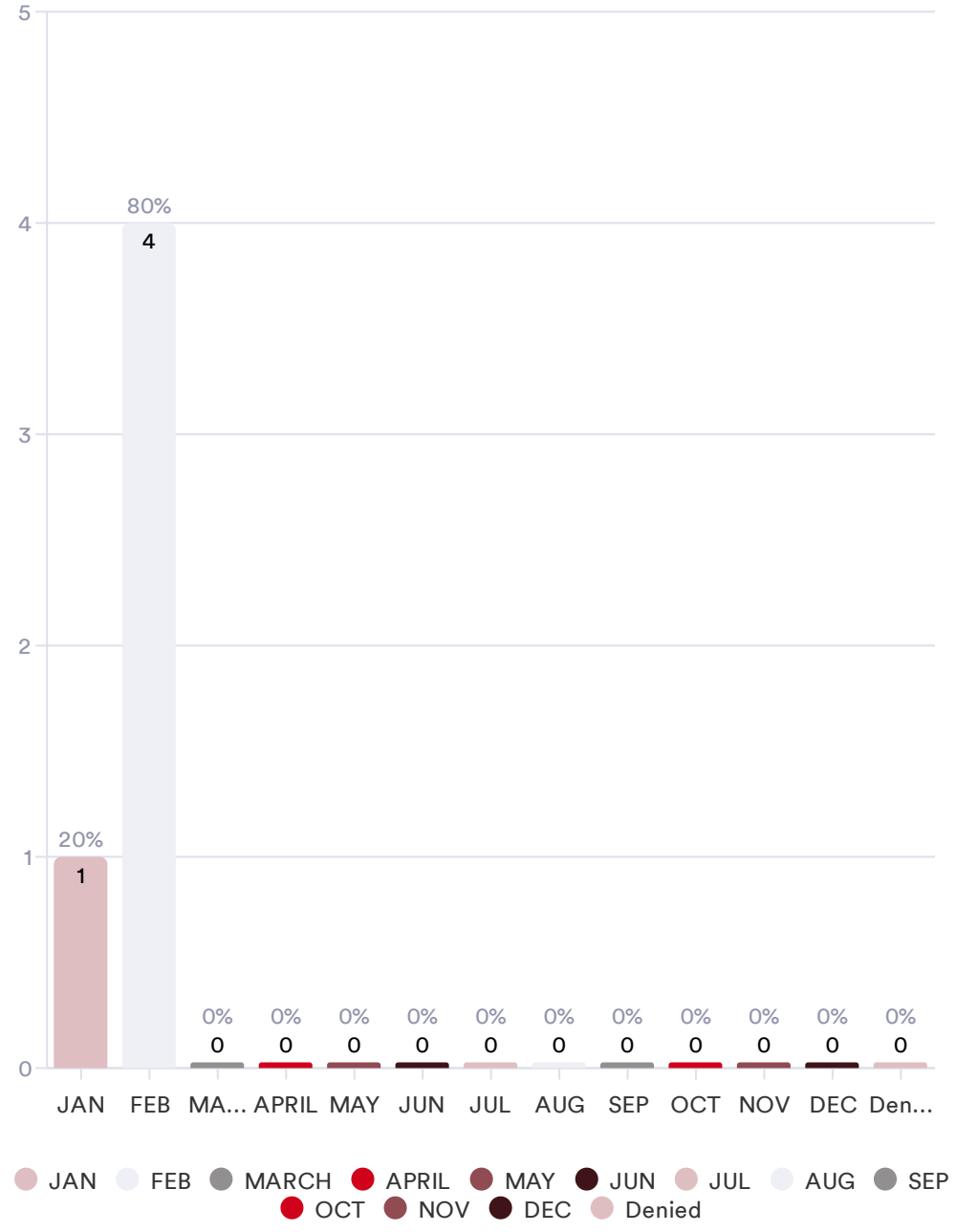
When submissions have been reviewed

Type of Improvement



Data	Response	%
Landscaping	1	20%
Solar Panels	1	20%
Exterior Modification	1	20%
Patio/ Arbor/ Deck	1	20%
POD Moving Container	1	20%
Other entries	0	0%

5 Responses



● JAN
 ● FEB
 ● MARCH
 ● APRIL
 ● MAY
 ● JUN
 ● JUL
 ● AUG
 ● SEP
 ● OCT
 ● NOV
 ● DEC
 ● Denied