



**VENTANA COVENANT COMMITTEE**  
Board Meeting  
Wednesday, March 27, 2024 at 5:00 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

<b>Board of Director</b>	<b>Term</b>
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 February 20, 2024 (enclosed)
5. New Business:
  - a. Review and Consider Amendments to Design Guidelines
  - b. Review and Consider Amendments to Fine Schedule
6. Adjourn - Next Board Meeting is May 21, 2024, at 6:00 pm





**VENTANA COVENANT COMMITTEE**  
Regular Board Meeting  
Held virtually via teleconference.  
**Tuesday, February 20, 2024, 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/516109091>

Meeting ID: 060015271

You can also dial in using your phone.

United States: +1 (213) 463-4500

Access Code: 516109091

**Public invited to attend.**

**MEETING MINUTES**

1. Call to Order: Ms. Smith called the meeting to order at 6:05 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 November 21, 2023: After review, Director Whatley moved to approve the November 21, 2023, Meeting Minutes; seconded by Director Sparks. Motion passed unanimously.
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. New Business
  - a. Review and Consider Amendments to the Fine Schedule: After review and discussion, Director Whatley moved to approve the recommendation of the Amended Fine Schedule to the Board of the Ventana Metropolitan District for adoption; seconded by Director Sparks. Motion passed unanimously.
8. Adjourn: The Board adjourned the meeting at 6:23 PM.

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 20, 2024  
MINUTES OF THE VENTANA COVENANT COMMITTEE BY THE BOARD OF  
DIRECTORS.



## Basketball Hoops:

### Existing Rule:

Section 3.17 of the Design Guidelines states, "All play structures and equipment, both permanent and portable, are required to be approved by the AC for design, size, and placement prior to installation. All play/sports equipment (i.e., trampolines, swing sets, basketball hoop and backboards, etc.) is to be placed to minimize its visual impact from adjacent properties. Play equipment should typically be located in rear yard areas and set back a minimum of ten (10) feet from property lines unless otherwise approved."

### Suggested Amendment & Addition:

Section 3.17 of the Design Guidelines states, "All play structures and equipment, both permanent and portable, are required to be approved by the AC for design, size, and placement prior to installation. All play/sports equipment (i.e., trampolines, swing sets, ~~basketball hoop~~ and ~~backboards~~ jungle gyms, etc.) ~~is~~ are to be placed to minimize its visual impact from adjacent properties. Play equipment should typically be located in rear yard areas and set back a minimum of ten (10) feet from property lines unless otherwise approved.

### Basketball Standards:

PORTABLE HOOPS: Portable hoops must be collapsible and incorporate a significantly weighted base. Portable hoops may be wheeled into the driveway or sidewalk/right-of-way directly out front of the home for play but may not be placed in the street for any period of time. All portable hoops must be collapsed and stored on the driveway when not actively in use.

PERMANANT HOOPS: All requests will be evaluated on placement and circumstances, as well as driveway/court area surface, visual screening, and proximity to neighbors.

Basketball backboards (portable & temporary) must be PERMANENTLY mounted on a pole and may not be attached to the home nor poles installed along any sidewalk or street.

Basketball backboards must be clear or white. Poles and supports must be black. All basketball equipment must consist of new materials and must be maintained in like-new condition. Damaged or frayed netting must be replaced immediately upon notification. Should any portion of the equipment become damaged or ill maintained, replacement or removal will be required within thirty (30) days of notice."

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## Trash Can Storage:

### Existing Rule (Covenants):

Section 4.05 of the Covenants states, "Unsightly objects or materials, including but not limited to ashes, trash, garbage, grass or shrub clippings, scrap material or other refuse, or containers for such items, must not be stored, accumulated or deposited outside or so as to be visible from any neighboring property or adjoining street, except during hours of refuse collection."

### Existing Rule (Design Guidelines):

Section 3.23 of the Design Guidelines states, "Owners are to store their trash containers in the garage, or secured and screened behind privacy fencing, except for the day of collection services. All containers are to have attached lid and be secured to prevent them from blowing away. Recycling containers must be maintained in a likewise manner."

### Suggested Amendment (Design Guidelines):

3.23 of the Design Guidelines states, "Owners are to store their trash containers in the garage, ~~or~~ secured and screened behind privacy fencing, or at the top corner of the driveway, flush against the home and abutting any existing walkway or path on the side of the home, except for the day of collection services. All containers are to have attached lid and be secured to prevent them from blowing away. Recycling containers must be maintained in a likewise manner."

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## Trailer & RV Parking

### Existing Rule (Covenants):

Section 4.11(a) of the Covenants states, "A boat, trailer, camper (on or off supporting vehicles), tractor, commercial vehicle (including any vehicle with signage and/or ladder racks), mobile home, motor homes, any towed trailer unit, motorcycle, all-terrain vehicle, recreational vehicle or truck shall not be parked on any street or within any Lot for an extended period of time."

### Existing Rule (Design Guidelines):

Section 3.8 of the Design Guidelines states, "Driveways shall be paved. Materials and colors other than grey concrete will require AC approval before installation."

The recorded plat for some filings may restrict access from some lots onto certain specified streets. These are called "Restricted Lots". All persons or entities having any interest in any of the Restricted Lots are required to and shall arrange and maintain any drives, dwelling or other structures so that ingress and egress to and from their Lot(s) is in compliance with the restrictions shown on the recorded plat and the approved Development Plan. Extension or expansion of driveways requires AC approval. Any approved driveway expansion shall not be intended to promote the parking or storage of any vehicle off the driveway on a side yard. The AC will review requests for circular driveways on a case-by-case basis with consideration given to, but not necessarily limited to, the setback of the home from the street, and the size of the lot and distance of street frontage. On corner lots, the driveways should be set back from the corner a minimum of 30 feet from the intersection of the corner street. The width of the driveway shall not exceed 24 feet at the curb."

**Suggested ADDITION (Design Guidelines):**

Recreational Vehicles (boat, trailer, camper, tractor, commercial vehicle, mobile home, motor homes, any towed trailer unit, motorcycle, all-terrain vehicle) may be parked on a driveway, provided it fits on the paved surface, without encroaching on the landscape or sidewalk. Parking of Recreational Vehicles on the public streets shall be limited to 72-hours for loading and unloading in accordance with Ordinances the City of Fountain.

**Holiday Décor:**

There are no existing rules to govern the placement of holiday décor. The City of Fountain restricts holiday lighting to a total of 45 days.

**Suggested ADDITION (Design Guidelines):**

Holiday décor may be placed or erected on the Lot temporarily during the period forty-five (45) days before and fifteen (15) days after each generally observed holiday. Holiday décor must be securely anchored with electrical components sheathed for safety. The illumination of temporary holiday lighting shall be restricted between the hours of 10:00 p.m. to 6:00 a.m. each night. These restrictions shall not apply to seasonal décor, depicting imagery of wildlife or nature generally accepted as applicable to the season, which may be temporarily placed or erected for the duration of the season.





**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 confirmation of 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 confirmation of 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 AC 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*):** No Fine
- 2) **2nd Notice of Violation (*First Fine*):** \$25
- 3) **Notice of Continued Violation (*Continued Fines*):** \$50
- 4) **Perpetual Fines:** \$100 every 30-days perpetually

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 late fees for each subsequent thirty (30) day period in which any portion of the fine remains unpaid; in addition to interest at the established per annum rate.