

WOOD RANCH OWNERS ASSOCIATION REGULAR BOARD MEETING MINUTES

October 3, 2011

1) CALL TO ORDER:

The regular meeting of the Wood Ranch Board of Directors was held on October 3, 2011 at the Wood Ranch Clubhouse. The meeting was called to order at 7:03 P.M. by President, Peter Williams.

Board Members Present: President, Peter Williams; Vice President, Jody Blessum; Secretary, Kent Grubaugh; Treasurer, Jeff Schroeder and Director, Greg Yonko (arrived at 7:10pm)

Board Members Absent: NONE

Management Present: Tim Morgan and Lindy Johnson

Others Present: NONE

2) MINUTES:

A MOTION WAS MADE BY PETER AND SECONDED BY KENT TO ACCEPT THE MINUTES OF THE REGULAR BOARD MEETING DATED JULY 11, 2011 AS SUBMITTED. MOTION CARRIED WITH THREE OF THE FOUR BOARD MEMBERS IN FAVOR. JEFF SCHROEDER ABSTAINED FROM THE VOTE AS HE WAS NOT PRESENT AT THE JULY MEETING.

3) HOMEOWNERS COMMENTS:

Stefan Rubendall, 1021 Barrenger Drive: homeowner signs/notices on common area posts continue to be a problem. Owners do not remove them in a timely manner, if at all. *A notice will be put in the newsletter reminding homeowners to remove them. Management will ask janitorial to remove them after two weeks.*

Keith Osantowski, 25 Carlyle Ct.: would like to see meeting banner up again. *Board recommended putting an A frame sign at the entrance the Friday before the meeting.*

Fergus and Ana Casey, 35 Stanton Ct.: they are new owners and asked who is responsible for maintenance of trees in the rear yards. *Homeowners have care and custody of any trees/landscaping within the perimeter of rear yard fences. If making any changes to landscaping, an architectural application must be filed.*

Rob Stewart, 150 Crestridge: new homeowner in January and would like clarification on replacing fences. Do they need to be replaced with like and kind style? *Yes, fences are to be replaced like for like.*

4) COMMITTEE REPORTS

Architectural Committee: Keith Osantowski and Stefan Rubendall were present:

- Javdani/Kambiz of 45 Wood Ranch Circle were present to discuss the replacement of their fence along the open space. They are asking the association to share in the replacement cost:
 - They were told at purchase that the HOA would share in the cost of future replacement of the fence
 - Association has a sprinkler line that runs parallel to the fence (no longer in use)
 - In 1999 the HOA shared the cost to replace the fence
 - Asking Board to reconsider 2004 policy
 - Feels precedent was set w/original replacement in 1999 and they should be grandfathered from the 2004 policy
 - This area is an easement that accesses common area
 - Feels 2004 policy is not in keeping with CC&Rs definition
 - 102-106' of fence was replaced at a cost of \$2,600 for the portion along open space

Management Comments:

- *At purchase, the developer/marketing department did not have the authority from the HOA to enjoin in a benefit agreement with homeowners*
- *HOA open space are parcels not lots*
- *After reviewing the Reserve Study and association documents, the opinion of attorney was the HOA would not participate in replacement costs of fences that enclosed a private yard from open space*

Board Comments:

- *Jeff: the association would have to look at all similar situations and the related costs*
- *Peter: Reserves would have to be adjusted to reflect additional costs*
- *Jody: feels the impact to the reserves would be too high; legal counsel reviewed the governing documents prior to the 2004 policy*
- *The board sympathizes with the homeowner but will not deviate from the fence policy in place.*

Homeowner thanked the board for listening to their request and respectfully accepts their decision.

Committee reports there are no other outstanding issues at this time.

Community Events Committee: No report. Association is still looking for a chairman/co-chair. *One homeowner had stated an interest in the position earlier;*

homeowner Rob Stewart would be willing to co-chair. Management will follow up with other homeowner who stated an interest and get back to the board.

5) FINANCIALS

A MOTION WAS MADE BY PETER AND SECONDED BY JEFF STATING THE BOARD HAS REVIEWED THE AUGUST 31, 2011 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Discussion Points:

- Accounts Receivables
- Reserves
- Tennis Court expenses

6) OLD/TABLED/NEW BUSINESS AND INFORMATION:

Old Business:

- A. Spa heater replacement: *7/11 Board approved; work completed 7/15*
- B. 45 WR Circle non party fence issue: *discussed earlier on agenda under Architectural Committee Report*
- C. 160 Crestridge balcony: *7/11 Board motion to deny the owner's request to use the balcony*
- D. Clubhouse Carpet: *Management to get replacement costs for next meeting*
- E. Retail Activity: *letter written to homeowner asking that they conduct their sales in conjunction with Community Annual Garage Sale. HO email response dated 7/13/11.*

Tabled Business:

- A. McMahon - carpet replacement proposal: *carpet replacement costs are \$2,665-\$2,860. Replacement tiles are not available any longer through vendors. Tile can be found on line but shipping is more than the cost of the tile and no guarantees on breakage, cracks or chips. After much discussion, the board asked Management to look into doing the entire room in tile, using an area rug around the seating area as well as carpet squares.*
- B. Tennis Court Renovation – *completed and open July 23rd; Cornerstone Earth Group summary letter dated 9/2/11*

New Business:

- A. 2012 Draft Budget –
- B. 2012 Draft Reserves –
Discussion Points on Budget & Reserves:
 - Tennis court repairs were moved up one year
 - Restroom remodel costs were increased
 - 2012 reflects \$71,603 in projected expenses
 - Possibility of additional \$20,000 in 2011 to go into reserves
 - Devise a plan to have reserves back to 100% in 3 years
 - Reserve levels are the lowest they have been in years

- Prudent to raise dues \$10 per quarter per lot
- Aware that any raise will be unwelcome but need to explain to owners that dues have remained the same over the last five years and outline the many repairs that have been made to the common area facilities
- Try to maintain the new level for at least two years and
- If reserves are 100% funded in three years and \$10/quarter increase is no longer needed; could possibly reduce the dues at that time.

Board thoughts:

- Peter - minimum time frame he is comfortable with to get reserves back to 100% is three years
- Jeff – would like to put off increase for 1 more year
- Jody – reserves will be funded at 69-70% next year w/o an increase
- Kent – first thought was to wait another year; however does not like to be underfunded in reserves

Following discussion, *A MOTION WAS MADE BY PETER AND SECONDED BY GREG TO INCREASE DUES \$10.00/QUARTER/LOT TO \$235.00/ QUARTER FOR 2012. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

A MOTION WAS MADE BY JEFF AND SECONDED BY PETER THAT THE BOARD HAS REVIEWED AND APPROVES THE 2012 DRAFT RESERVE STUDY. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- C. 2011 Y.E. Audit or Review: *A MOTION WAS MADE BY PETER AND SECONDED BY JODY TO HAVE KIRBY AND FORBES, C.P.A. PERFORM AN AUDIT FOR THE FISCAL YEAR ENDING 12/31/11. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*
- D. Management would like the Board to consider having a governing document revision as finances allow:
- Association's documents are over 20 years old
 - New laws contradict with documents as they are written
 - Should do a revision in the next couple of years
 - Takes a super majority votes of homeowners to pass
 - State and Federal laws superscede governing documents
 - Davis Sterling laws govern HOAs
 - Beth Grimm, Berding and Weil and Little & Suputo are three legal counsel firms that specialize in HOA law. Current estimates for governing document revisions run about \$6,000.00.
 - Look at this again in fourth quarter 2012
- E. Holiday Lights: *have McMahon do one section as discussed earlier in the year to see how it looks prior to completing the entire entrance.*
- F. Next meeting is currently scheduled for January 9, 2012

7) ADJOURNMENT:

A MOTION WAS MADE BY PETER AND SECONDED BY JODY TO ADJOURN THE REGULAR MEETING AT 8:28 P.M. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

THE UNDERSIGNED APPROVES THE ABOVE MINUTES FROM THE REGULAR BOARD MEETING.

