

WOOD RANCH OWNERS ASSOCIATION REGULAR BOARD MEETING MINUTES

January 13, 2014

1) CALL TO ORDER:

The Regular Meeting of the Wood Ranch Board of Directors was held on January 13, 2014 at the Wood Ranch Clubhouse. The meeting was called to order at 7:23 P.M. by Vice President, Jody Blessum.

Board Members Present: Vice President, Jody Blessum; Treasurer, Jeff Schroeder; Secretary, Kent Grubaugh and Director, Greg Yonko

Board Members Absent: President, Peter Williams

Management Present: Tim Morgan and Lindy Johnson

Others Present: NONE

2) MINUTES:

A MOTION WAS MADE BY JEFF AND SECONDED BY KENT TO ACCEPT THE MINUTES OF THE REGULAR BOARD MEETING DATED OCTOBER 7, 2013 AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

3) HOMEOWNERS COMMENTS:

Judith Timmerman, 100 Creighton Way: wanted to update board on fence issue she is having with her neighbor. Feels WR Architectural Committee has not been helpful with respect to the issues she is having. She also wanted to point out that she is seeing coyotes on association streets so homeowners should be aware to keep an eye on small pets and children. *While the Board, Committee and Management are sorry that she has had to face these types of issues with her neighbor, the fence is a good neighbor fence on private lots between neighbors. Therefore the association does not have jurisdiction over the placement of the fences. The committee does NOT field verify once a project is completed.*

Jill Dowler, 65 Chadbourne Drive: submitted an application for a new fence. Has not heard back from the committee. Her neighbor said the fence was approved with NO lattice and NO stain. *Her address is not on the control sheet submitted by the Architectural Committee. She submitted the application from the website. She was asked to resubmit the application sending it to management email address. Committee stated*

that lattice has never been denied, so not sure what neighbor is referring to. They will try to expedite the application once it is received given she has been waiting.

Dawn O'Scannlain, 30 Wood Ranch Circle: she saw a notice on NextDoor regarding a burglary in mid afternoon. Does management or the board have any additional information on that? *While there is no further information to be reported, the board would like to remind homeowners to keep their garage doors closed, even when home and to always be aware of their surroundings. If any more facts can be obtained, a blurb could be put in the upcoming newsletter.*

4) COMMITTEE REPORTS

Architectural Committee:

Stefan Rubendall presented the board with a written summary of the committee's action since the last board meeting. They had a total of 29 applications; 22 approved; 5 denied; 2 currently under review. Committee has received a request for reconsideration on 10 Windsor Court denied roofing material application – denied for use of unapproved materials. Homeowner is asking to replace just the portion of the roof that faces the street.

Board Discussion:

- *This home sits on a corner which means three sides of the house can be seen from association streets*
- *This request is inconsistent with prior decisions*
- *No other homeowner has been allowed to do this – roofing materials need to be the same on the entire structure*
- *The roof must be replaced in its entirety.*

Following discussion, A MOTION WAS MADE BY KENT AND SECONDED BY JEFF TO DENY THE HOMEOWNERS REQUEST TO REMOVE AND REPLACE ONLY A PORTION OF THE ROOF TILES. THE ROOF MUST BE REPLACED IN ITS ENTIRETY WITH APPROVED MATERIALS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Community Events Committee:

- NONE

5) FINANCIALS

A MOTION WAS MADE BY KENT AND SECONDED BY JODY STATING THE BOARD HAS REVIEWED THE DECEMBER 31, 2013 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Discussion Points:

- *Board would like management to provide current reserve funding percentage with the financials at each meeting.*

- *Delinquent Accounts: 221-05 – no payment received by year end; account will be sent to collections per board motion at the October, 2013 meeting. 499-05 – HO is making sporadic payments of \$100.00 per month, management will write to this owner to be more consistent with payments. Accounts 338-05; 378-05; 402-05 and 511-05 will continue to be monitored.*

6) OLD/TABLED/NEW BUSINESS AND INFORMATION:

Old Business:

- A) Legal Expenses – *details emailed to the board on 10/10/13*
- B) Skyline – *provide proposal to remove 19 trees at entrance/replanting recommendations. This information will be forwarded to the board upon receipt.*
- C) Town’s regulations on tree removal – *emailed to Keith on 10/10/13*
- D) Spike strips on opens slopes *remove immediately – emailed McMahon 10/10/13; completed 10/12/13*
- E) Proposals for open slopes for split rail fence and boulders – *requests emailed 10/10/13; information emailed to board 11/4/13; 11/5/13 board decision to hold off on any action for now given the costs of \$17,172/fence and \$79,900/boulders.*
- F) Upgrades to Slope 1&2 - *approved at the 10/7/13 board meeting; work completed and billed in November.*
- G) 2014 Budget and Reserve Study – *approved by board 10/7/13; mailed to homeowners in November*
- H) Proposal for solid fence enclosure around pool/spa – *proposal NTE \$4,225 emailed to the board on 11/6/13; no final decision reached at this time. Following Board discussion: A MOTION WAS MADE BY KENT AND SECONDED BY JODY TO APPROVE THE PROPOSAL FROM McMAHON FOR A COST NTE \$4,225. THIS WILL BE AN OPERATING BUDGET EXPENSE. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*
- I) Thank you to Community Events Committee – *mailed 10/10/13*
- J) Gift Certificates to Architectural Committee – *mailed 12/5/13*
- K) Clubhouse use by community club – *per board decision 10/7/13 – no charge, one member to sign contract and provide deposit, set dates with clubhouse coordinator.*
- L) 50 Julie Ct. – *letter to owner 10/15/13; homeowner correspondence with Peter, copies forwarded to the board on 11/23/13, matter concluded and any further activity noted will be reported directly to the police department.*
- M) Camera/light pole at pool entrance gate – *is being completed; the materials that match existing poles/light fixtures are no longer available so contractor will purchase materials that closely match existing.*

Tabled Business:

- A) 60 Country Hills – *roof application denied; owner must remove/replace/resubmit; 10/8 HO resubmitted application for removal/replacement – committee approved.*
- B) 10 Chadbourne – *gutter paint application denied; 10/21/13 owner resubmitted application with new color; 11/4 committee approved new color.*
- C) 10 Windsor Ct. – *no application on file/using wrong roofing materials; 10/17 owner submitted application; 11/4 committee denied application; 11/18 received owner’s email asking for reconsideration of roofing materials – denied again – homeowner has 90 days (February 18) to remove and replace the roof with approved materials. This matter was discussed earlier on agenda – see Architectural Committee reports above.*

New Business:

A) 2013 YE Review or Audit: *A MOTION WAS MADE BY JEFF AND SECONDED BY GREG TO ENGAGE KIRBY AND FORBES TO COMPLETE CORPORATION TAX RETURNS FOR 2013 AND TO DO AN AUDIT OF 2013 YE FINANCIALS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

B) Keith Osantowski wanted to let the board know that his wife and several neighbors are very happy with the Holiday Lights at the entrance – but would like to see even more coverage, as we have fallen into “2nd Place”. *The board is aware that there are still gaps to be filled; improving the coverage slowly over time by purchasing additional lights. Next year all gaps should be filled.*

C) A homeowner recently sent an email to the management office asking if the board would consider putting in a dog park around the pool/tennis court area.

Board discussion points:

- *Creates a nuisance*
- *Noise*
- *No way to monitor non member encroachment*
- *Ongoing maintenance*
- *Would need 100% of surrounding neighbor approval*
- *Other suggested projects have been denied in the same area due to these concerns*
- *EBRPD property on hills allow for dogs off leash*

Following discussion: A MOTION WAS MADE BY KENT AND SECONDED BY JEFF TO DENY THE REQUEST TO INSTALL A DOG PARK. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Information:

NONE

7) ADJOURNMENT:

A MOTION WAS MADE BY JODY AND SECONDED BY JEFF TO ADJOURN THE REGULAR MEETING AT 8:05 P.M. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

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

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