

**WOOD RANCH OWNERS ASSOCIATION  
REGULAR BOARD MEETING MINUTES  
January 14, 2016**

1) CALL TO ORDER:

The Regular Meeting of the Wood Ranch Board of Directors was held on January 14, 2016 at the Wood Ranch Clubhouse. The meeting was called to order at 7:25 P.M. by President, Jody Blessum.

Board Members Present: President, Jody Blessum; Vice President, Kent Grubaugh; Treasurer, Liz Talley; and Director, Floria Hakimi

Board Members Absent: Secretary, Jeff Schroeder

Management Present: Tim Morgan, Lindy Johnson and Mark Morgan

Others Present: NONE

1. MINUTES:

*A MOTION WAS MADE BY KENT AND SECONDED BY LIZ TO ACCEPT THE MINUTES OF THE REGULAR BOARD MEETING DATED OCTOBER 19, 2015. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

2) HOMEOWNERS COMMENTS:

- Judith Timmerman, 100 Creighton Way – Indicated that she was upset by tone of a violation letter she received regarding her fence and explained issues with her neighbor regarding the shared fence.

3) Architectural Appeals

- 35 Stanton Court - Landscape

*A MOTION WAS MADE BY KENT AND SECONDED BY FLORIA TO DENY THE APPEAL AND APPROVE THE LANDSCAPE PLAN WITH THE ADDITION OF 3 TO 6 PLANTS TO SOFTEN THE EDGE TREATMENT CONDITIONAL UPON APPROVAL OF THE REVISED PLAN BY THE ARCHITECTURAL COMMITTEE. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

- 92 Woodranch Circle – Garage Door Paint

*A MOTION WAS MADE BY JODY AND SECONDED BY LIZ TO UPHOLD THE APPEAL AND APPROVE THE PAINT COLOR. MOTION CARRIED WITH KENT OPPOSED,*

*FLORIA ABSTAINING AND THE REMAINING PRESENT BOARD MEMBERS IN FAVOR.*

Discussion Points:

- Kent and Liz stated that Board members should be held to a higher standard and should set an example and not proceed with work prior to approval of an architectural application which puts the Board in an awkward position when considering an appeal.

- 92 Woodranch Circle – Landscape

*A MOTION WAS MADE BY KENT AND SECONDED BY JODY TO DENY THE APPEAL AND DIRECT THE OWNER TO RESUBMIT THE PLANS NOTING THAT THE PATIOS SHOWN AS “EXISTING” ON THE PLANS ARE NEW AND SHOWING THE LOCATION OF THE GAS LINES. MOTION CARRIED WITH FLORIA ABSTAINING AND THE REMAINING PRESENT BOARD MEMBERS IN FAVOR.*

4) Committee Reports:

- Stefan Rubendall provided a summary of the Architectural Committee’s actions. During this quarter, 28 applications were received of which 6 were denied.

- Architectural Guideline Modifications

*A MOTION WAS MADE BY JODY AND SECONDED BY FLORIA TO APPROVE THE DRAFT ARCHITECTURAL GUIDELINE MODIFICATIONS FOR DISTRIBUTION TO HOMEOWNERS FOR A 30-DAY REVIEW AND COMMENT PERIOD WITH THE FOLLOWING MODIFICATIONS: 1) SECTION 3.9-FIRES WILL BE REVISED TO STATE THAT COMBUSTIBLES WILL BE AS PERMITTED BY LAW; AND, 2) SECTION 4.9-GARAGE DOORS WILL BE REVISED TO STATE THAT STAIN GLASS IS NOT PERMITTED AND DOORS SHALL HAVE DEPTH/RELIEF AND BE paneled. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

Discussion Points:

- The next newsletter should include information regarding the Architectural Committee members being volunteers and include information on the number of applications processed and their large workload. Owners should plan for work well in advance and not proceed with work without architectural approval. It is not the intent to create animosity in obtaining architectural approvals.
- Architectural standards should trend toward what is occurring in new developments.

5) FINANCIALS

- Delinquent Accounts:

- #221-05 – *Peter Williams and/or Jody will talk to the owner.*
- #310-05 – *To be sent to collections.*
- #402-05 – *12/29 sent to collections per board motion 10/19/15; NODA, ATR*

– #499-05 – *Current on Bankruptcy Payment Plan*

- December 31, 2015 Financials and Related Bank Statements  
*A MOTION WAS MADE BY LIZ AND SECONDED BY KENT STATING THE BOARD HAS REVIEWED THE DECEMBER 31, 2015 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

6) OLD/TABLED/NEW BUSINESS AND INFORMATION:

Old Business:

- 2016 DRAFT Budget and Related Reserve Study – *approved by Board, mailed to HOAs in November; Budget to reflect no increase in HOA dues*
- 2015 Tree Tag Program – *Board approved tree trimming proposal NTE \$13,735; completed December 2015*
- Clubhouse Mulch – *Board approved proposal NTE \$2,800; completed in October*
- Aragon Landscape Contract – *Board approved proposal for 2% increase*
- 2015 Year End Audit/Review – *Board motion to perform an audit.*
- PG&E – *Board approved request to install gas pressure monitoring device*

Tabled Business:

- CC&R Update – *20 year old documents*

New Business:

- 2016 MANAGEMENT CONTRACT  
*A MOTION WAS MADE BY JODY AND SECONDED BY LIZ TO APPROVE THE 2016 MANAGEMENT CONTRACT AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

7) ADJOURNMENT:

*A MOTION WAS MADE BY LIZ AND SECONDED BY KENT TO ADJOURN THE REGULAR MEETING AT 9:50 PM. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

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

\_\_\_\_\_  
\_\_\_\_\_