

**WOOD RANCH OWNERS ASSOCIATION  
REGULAR BOARD MEETING MINUTES  
April 9, 2018**

1) CALL TO ORDER:

The Regular Meeting of the Wood Ranch Board of Directors was held on April 9, 2018 at the Wood Ranch Clubhouse. The meeting was called to order at 7:00 P.M. by President, Jody Blessum.

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

Board Members Absent: NONE

Management Present: Tim Morgan & Mark Morgan

Others Present: Joyce Castro, San Ramon Valley Fire Protection District; Scott Tabler, Aragon Commercial Landscaping/Skyline Tree Surgeons; Jeff Robinson, Aragon Commercial Landscaping

2) PRESENTATION BY SAN RAMON VALLEY FIRE DISTRICT: EXTERIOR HAZARD ABATEMENT

Joyce Castro, Fire and Life Safety Inspector, San Ramon Valley Fire Protection District provide handout materials, discussed the Exterior Hazard Abatement Program and responded to homeowner questions:

- Wood Ranch follows and meets all standards and requirements.
- Weed abatement standards are more stringent than the State's and would prevent the fire situation which occurred in Santa Rosa.
- SRVFPD conducts yearly tests of fire hydrant pressure. Operations Chief can provide additional information on fire hydrant pressure. Pumping stations with generator backup would provide adequate pressure during a power outage.
- Adjacent East Bay Regional Parks District property has different fuel abatement standards.
- Green bushes in the common area do not need to be removed.
- Maintaining the required clearance throughout the season especially if there are late rains is recommended to enhance fire protection.
- SRVFPD website includes lists of plants that are not desirable, as well as plants that are fire resistant.
- Several owners addressed concerns about bushes and growth in the common area adjacent to fence lines. Owners can report this to the SRVFPD for an

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inspection or to the HOA to evaluate and address; however, if they are green they are acceptable.

3) ADOPTION OR MODIFICATION OF MINUTES

*A MOTION WAS MADE BY LIZ AND SECONDED BY KENT TO APPROVE THE ANNUAL, REGULAR AND EXECUTIVE SESSION MEETING MINUTES OF JANUARY 15, 2018. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

4) HOMEOWNER COMMENTS:

- Therese Viegas, 70 Country Hills Court
  - Inquired about what can be done about a partially dead tree in a neighbor's front yard. *The association can only require the tree to be removed if it is completely dead.*
  - Noted that her first architectural application as a new owner for a large shed was approved in 23 days and the process was positive.
- General
  - Several owners inquired about tree trimming and tree removal services. A flyer is included in the annual financial package, which owners will be receiving shortly, with information about obtaining discounted services from the associations arborist, Skyline Tree Surgeons.
  - Missing street signs at Creighton Way and Stratford Court.

5) FINANCIALS

*A MOTION WAS MADE BY KENT AND SECONDED BY JODY STATING THAT THE BOARD HAS REVIEWED THE FEBRUARY 28, 2018 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

- *Completed Financial Audit was provided to the Board and there were no exceptions or revisions.*
- *Management to provide details on YTD maintenance & repair expenses.*

6) COMMUNITY EVENTS

- Floria indicated the need for additional volunteers and that there may be a July BBQ event. Therese Viegas indicated she may be interested in serving on the Committee.

7) ADJOURNMENT:

*A MOTION WAS MADE BY JODY AND SECONDED BY FLORIA TO ADJOURN THE MEETING AT 8:05 PM. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

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

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