

**WOOD RANCH OWNERS ASSOCIATION  
REGULAR BOARD MEETING MINUTES  
January 14, 2019**

1) CALL TO ORDER:

The Regular Meeting of the Wood Ranch Board of Directors was held on January 14, 2019, at the Wood Ranch Clubhouse. The meeting was called to order at 7:09 P.M. by President, Jody Blessum.

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

Board Members Absent: NONE

Management Present: Tim Morgan & Kelly Johnson

Others Present: NONE

2) ADOPTION OR MODIFICATION OF MINUTES:

*A MOTION WAS MADE BY KENT AND SECONDED BY JODY TO ACCEPT THE MINUTES OF THE REGULAR/EXECUTIVE BOARD MEETING DATED SEPTEMBER 10, 2018. MOTION CARRIED WITH SEAN LEE AND PETER WILLIAMS ABSTAINING.*

3) HOMEOWNER COMMENTS:

- Terri Viegas, 70 Country Hills Ct.
  - Asked if a gate at the front of Wood Ranch could be installed. *Town of Danville would not allow. Cost to install and maintain is expensive and it does not ensure security of unwanted intruders. It is a costly illusion.*
- Kathleen Roberge, 65 Country Hill Ct.
  - Kathleen expressed concern over several lots on Country Hills Ct. with landscaping requiring attention. Why haven't they been addressed? *Site inspections are done on a monthly basis. PM&A, Inc. will assess each property mentioned and notify homeowners if corrective actions are needed.*
  - Why does it take so long for properties to be fined when they are in violation of CC&Rs regarding lawns? *In order to be considered out of compliance, a lawn has to have weeds, be diseased or dead. When violations are sent the first letter gives the homeowner 30 days to respond/comply, 21 days for the second letter and a 14 day notice to attend a hearing and go before the Board. We are working to shorten the timeline.*

4) FINANCIALS

- Acct 250-05: Make an allowance for doubtful accounts fines.

*A MOTION WAS MADE BY KENT AND SECONDED BY JODY STATING THE BOARD HAS REVIEWED THE DECEMBER 31, 2018 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

5) ARCHITECTURAL COMMITTEE

- Architectural Committee
  - Stephan Rubendall provided a summary of the Committee's activities for 2018:
  - 83 architectural applications were processed in 2018.
  - 98% were approved with an average of a 13 day turnaround.
  - Keith Osantowski retired from the Architectural Committee; however, at this time they will not replace him.

*A MOTION WAS MADE BY PETER AND SECONDED BY KENT STATING THE BOARD DISCUSSED TO ONLY REQUEST A PERMIT IF THE BOARD HAS REQUESTED IT. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

6) SOCIAL COMMITTEE (COMMUNITY EVENTS COMMITTEE)

- Kathleen Roberge reported the Halloween and Holiday Events were well attended and well received. 2019 will have same events and possibly one more. Request for volunteers for set up and take down will be posted on NextDoor. Additional reimbursements for 2018 in the amount of approximately \$200 requested, along with storage of 6 Rubbermaid tubs in the extra room at the Clubhouse to avoid hauling décor back and forth. The budget for 2019 is \$2,500.

7) OLD BUSINESS

- 2019 Budget & Reserve Study – approved by Board, sent out to homeowners and no dues increase.
- 2018 Financial Review/Audit and Tax Preparation outcome – Audit has begun and will continue for a week in February.

8) NEW BUSINESS

- Replacement of Solar Panels – 9 panels are in need of replacement. Bid from Independent Solar company was \$4,500 and \$5,800 from Diablo Solar. Sean Lee to provide information for PM&A, Inc. to review regarding solar that his parents installed with same form factor prior to decision being made. If decision is made to go with Diablo Solar, we will inquire about a price reduction.

- Association limits on Land Use Permit – Homeowner at 65 Chadbourne Drive filed a land use permit to open a large family daycare with a maximum capacity of 14 children. Neighbors are concerned about traffic and noise. Appeals can be made in writing to the Town of Danville. The Board reviewed Wood Ranch CC&R’s, Section 4.1, which states, “*Each Residence shall be used solely for residential purposes, except as specifically permitted by local ordinance...*” and determined the Association cannot disallow this from occurring.

6) ADJOURNMENT:

*A MOTION WAS MADE BY JODY AND SECONDED BY LIZ TO ADJOURN THE MEETING AT 9:09 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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