

WOOD RANCH OWNERS ASSOCIATION REGULAR BOARD MEETING MINUTES

January 4, 2010

1) CALL TO ORDER:

The regular meeting of the Wood Ranch Board of Directors was held on January 4, 2010 at the Wood Ranch Clubhouse. The meeting was called to order at 7:09 P.M. by President, Peter Williams.

Board Members Present: President, Peter Williams; Vice President, Jody Blessum; Secretary, Kent Grubaugh; Treasurer, Jeff Schroeder and Director, Joe Hackman

Board Members Absent: NONE

Management Present: Tim Morgan and Lindy Johnson

Others Present: Scott Tabler, Aragon Commercial Landscape

2) PRESENTATION: Scott Tabler, Aragon Commercial Landscape

Scott is present at the request of the Board of Directors to discuss water conservation and common areas in need of improvement. Points of discussion:

- Mulching: better for plants, holds moisture in
- Water audit was done this last summer
- Pros/Cons of smart timers – jury still out on how effective they are for small area applications, more effective on commercial properties, i.e. golf courses as they are designed for areas with grass, not open slope planting areas.
- Controllers are replaced as needed
- Mulching/wood chips are aesthetically pleasing and good for plant health, very little monetary savings.
- No areas that are in need of improvement; current improved areas on the slopes are now maturing to the point they will need less water.
- EBMUD rebates are currently under review – expect changes to existing plan.
- Trees: HOA has tree tagging program in effect.

Following discussion, Aragon will provide two proposals for the board to consider:

- 1) cost to convert irrigation system by areas and
- 2) cost for mulching, using company called Jet Mulch.

The Board thanked Scott for attending this evening and will review the proposals upon receipt.

3) MINUTES:

A MOTION WAS MADE BY KENT AND SECONDED BY JOE TO ACCEPT THE MINUTES OF THE REGULAR AND ANNUAL BOARD MEETINGS DATED OCTOBER 5, 2009 AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

4) HOMEOWNERS COMMENTS:

Janice Fitzsimmons, 165 Summerfield Street: V-ditch concerns:

- Problems started last couple of years
- Stairs on rear yard slope are sinking
- Concerned about v-ditch cracks
- ESR came out a couple of months ago to address issues with her house; at that time, she asked them to look at the v-ditch area
- 5 years ago they had their foundation slab jacked up and pinned into foundation
- Gate on fence has sunk making it inoperable
- ESR letter dated November 3, 2009 recommends:
 - ✓ Some cracks need sealing
 - ✓ Diagonal section has a large crack
 - ✓ Low point/standing water behind 175 as well
- She is asking the Board, due to past history of this slope, to consider beyond normal maintenance and complete the repairs per ESR's recommendations
- Concerned about consulting with Aragon – what are their qualifications as soils engineers.
- Would like Board to consult with another reputable firm; wants expert opinions
- She is comfortable with ESR's report but understands the board responsibility to garner another opinion from a reputable firm

Board Comments:

Jody:

- ask for a second opinion to address possible future problem areas
- wants an expert opinion/report
- look at costs for repair vs. total replacement
- need to understand extent of problems/future slides and related liability of the Association

Peter:

- are repairs for v-ditches in the reserve study – *repairs are a component of the reserve study and show a useful life of 10 years; reserved amount for 2010 repairs is \$6,921. Epoxy of cracks are done as an operating expense when inspected yearly prior to rainy season.*
- should get another report to confirm/deny ESR report
- meet with both companies on site to make sure the same areas are in each report
- also meet again on site with ESR and management

Jeff:

- were subdrains installed when work done on the home? *Yes.*
- given concerns about v-ditches in this area, should we look at all of them
- agrees someone else needs to look at this same area

Kent:

- when were v-ditches built? *Pre development.*
- purpose of v-ditches is to help control erosion

Joe:

- feels he should excuse himself from this discussion as the low spot in the v-ditch is directly behind his home

Janice thanked the board for listening to her concerns. Board would like some time to get up to speed on this issue, get a comprehensive overview by more than one company and the address the most effective way to make repairs.

Management:

- Agrees there are some maintenance issues
- HOA will need to consider cost benefit vs. risk
- Sloughs/slides are native to this area
- Best Strategy to address the affected area in the spring:
 - Obtain 2 competing bids – meet with each company on site to confirm same areas are addressed and go from there
 - Management will do surveillance of the v-ditches

5) COMMITTEE REPORTS

Architectural Committee: Keith provided a written report. Management will recap this report, and no action should be taken by the board until a committee member is present.

- New committee members. *Board is in favor of contacting homeowner as recommended by the committee.*
- Roofing materials. *Committee is not in favor of any change to existing policy.*
- Paint Color Palette. *Committee will come up with an alternative to Connecticut Blue*
- Artificial Turf. *Committee wants to have the rules and regulations specifically state that it is not allowed in front yards at all.*
- Arch App process. *Committee is in favor of speeding up the process and will bring their recommendations to the board once management has had an opportunity to review the proposal.*
- 100 Summerfield. *Board agrees to write letter to homeowner stating they need to convert roof of second dwelling to match the house.*

Community Events: None

6) FINANCIALS

A MOTION WAS MADE BY PETER AND SECONDED BY JEFF STATING THE BOARD HAS REVIEWED THE DECEMBER 31, 2009 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Discussion Points:

- Year end cash balance is improved.

7) REPORTS AND INFORMATION:

Old Business: NONE

New/Tabled Business:

Christmas Lights: Peter is not happy that the lights kept tripping off on rainy days and wants to know what can be done to prevent this from happening in the future.

- Town of Danville and other areas do not appear to have this problem. *They do not utilize GFI outlets.*
- Current set up has been built to code which required installation of GFI at each contact station
- The \$6,500/year includes installation, removal and storage and monitoring during the season.
- Cost is not unreasonable given what they do.
- HOA can NOT hire a contractor that does not carry the minimum insurance needed to work on association property, i.e. \$1million liability and workers comp.
- Most companies will install *but do NOT* monitor during the season.
- Cost of lights each year will always be a consideration due to growth of vegetation and expected useful life on a strand of lights.
- Inspection is needed prior to beginning of season by a licensed electrician due to the fact the area is a public right of way
- Off season, breakers are turned off and panel is locked
- There were 6 out of 30+ days of rain this Holiday season
- GFI circuits are actually working as designed
- There was discussion to use a low voltage battery by-pass
- Blackhawk pays \$5,000 per entrance for install and removal *only*.
- In 2008 WR obtained another proposal for installation and material costs of \$7,654.00.
- Options are to live with the fact that water infiltration in the lines anywhere will break the circuit; remove the GFI circuits or look into a way to use a low voltage battery
- The board has time to think this over and come up with a solution before the 2010 holiday season

Website Update:

- Part of mission in reviewing what we currently have was to reduce costs
- Looking more for improvements without increasing costs
- Joe is looking into new services
- NuAlerts – this company provided an option for owners to sign up to automatically receive updates. May not be as user friendly as other options.
- There are websites set up by local real estate agents that include HOA information which may be an option – just a question of finding someone to do it.
- Board requirements for the website
 - ability to download documents
 - community calendar
 - links to services
- Joe would like to propose to the Board that his company will put together the site for free if allowed to keep his company name on it. *Management will look into legality and/or issues, if any, with respect to this proposal.*

Clubhouse Solar:

- Garner additional bids
- Have representatives at the next meeting to explain their proposals and process
- No tax credits are available for HOA, Association is a non-profit organization
- HOA would have to look at leasing so there are no capital costs to the association

165 Summerfield: discussed under homeowners comments, see above.

Waves Above: Mastic proposal

- Maintenance to seal deck cracks and prevent water infiltration, which could damage the pool deck.

A MOTION WAS MADE BY PETER AND SECONDED BY JEFF TO APPROVE THEIR PROPOSAL AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Bocce ball courts: The Board would like to add to their list of aspirations, the installation of a bocce ball court to the common area around the clubhouse. Preliminary discussion points:

- No lighting of the courts
- Question surrounding homeowners, for input – do not want it to be a nuisance
- Jeff will get preliminary figures on costs and dimensions

Next Board Meeting is April 12th at 7:00 pm.

Information: None

8) ADJOURNMENT:

A MOTION WAS MADE BY PETER AND SECONDED BY JODY TO ADJOURN THE REGULAR MEETING AT 9:28 P.M. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

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

