

# WOOD RANCH OWNERS ASSOCIATION REGULAR BOARD MEETING MINUTES

January 10, 2011

1) CALL TO ORDER:

The regular meeting of the Wood Ranch Board of Directors was held on January 10, 2011 at the Wood Ranch Clubhouse. The meeting was called to order at 7:00 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, Lindy Johnson and Anita Aragon

Others Present: NONE

2) MINUTES:

*A MOTION WAS MADE BY JEFF AND SECONDED BY JODY TO ACCEPT THE MINUTES OF THE ANNUAL AND REGULAR BOARD MEETING DATED OCTOBER 18, 2010 AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

3) HOMEOWNERS COMMENTS:

Kevin Gross, 60 Carlyle Court: *He is a new homeowner at Wood Ranch. He told the Board and management to keep up the good work. He is glad the HOA dues were not raised. The last thing he would like to see is a special assessment.*

4) COMMITTEE REPORTS

Architectural Committee:

The "fillable" PDF Architectural Application is available at the website - nobody has used it to date.

Kevin Gross has expressed his desire to work with the Architectural Committee.

*A MOTION WAS MADE BY KENT AND SECONDED BY JEFF TO APPOINT KEVIN GROSS AND MARC DRASIN TO THE ARCHITECTURAL COMMITTEE SUBJECT TO*

*THE APPROVAL OF THE CHAIRPERSON OF THE COMMITTEE. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

Community Events Committee: No report.

5) FINANCIALS

*A MOTION WAS MADE BY JODY AND SECONDED BY KENT STATING THE BOARD HAS REVIEWED THE NOVEMBER 30, 2010 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

Discussion Points:

- 2009 ended with negative balance of \$18,816 and 2010 ended with positive \$23,915. This is a \$42,731 positive swing in the operating account.
- Several reasons for positive swing in 2010: \$14,500 budgeted for lifeguard was not spent – services no longer available; utilities were under budget - water by \$10,500 and PG&E by \$11,500.
- Gas and electric came in under budget due to change in rate classification from residential to commercial. HOA requested the change in classification – in the past it was a cheaper rate to have it on residential as originally installed by the developer. In addition, the pool heater was shut off earlier due to cooler temperatures and low pool attendance.
- Janitorial and trash servicers were also cut early due to low pool use.

6) OLD/TABLED/NEW BUSINESS AND INFORMATION:

Old Business:

- A. Smith Barney – *closing statement was emailed to the Board 10/20*
- B. Web Site Updated – *info/forms/minutes*
- C. 2011 Budget/Reserves – *mailed to homeowners 11/12*
- D. 2010 YE Audit – *scheduled 1<sup>st</sup> week of February*
- E. Joe Hackman – *compensated for work on website; approved 10/30 – a lot of people noticed the changes.*
- F. HOA street signs – *will be added to 2012 Reserve Study*
- G. Owl Houses on open space – *McMahon work order 11/29*

Discussion Points:

- There are some homeowners that were in favor of the houses; one in particular was not.
- The maximum number of houses recommended for the WR open space is 4 Owl Houses.
- Cost per Owl House as per McMahon's proposal is \$850.
- Jeff expressed that some reports question the value of them.
- Lindy inquired with ADM about the poisons that are used for the moles, gophers and if they can affect the owls. ADM assured her that it will not affect the owls.

- Jody would rather not spend the money on the Owl Houses.
  - Greg shared that he has a terrible problem in the area around his home.
  - *This is a prolific year for moles and gophers due to the late rains - they had time to have an extra litter or two.*
  - *They are native to the area and since the HOA is nestled in the foothills of Mt. Diablo there is no way to eradicate them.*
  - Lindy brought up the question to the Board if they will consider having the owl houses if an Eagle Scout would do it as a project. Kent expressed that he will support that.
  - *When homeowners report a problem in their area, management has ADM pay extra attention in those areas. ADM also offers discounts to homeowners who use their service in tandem with the HOA services.*
  - The Board was not in favor of spending money on the Owl Houses, as proposed.
- H. McMahon clean up entrance posts – *completed 11/21*
- I. 20 Stanton Court – *street facing portion of fence completed 11/5*
- J. Holiday Lights:
- *Site Meeting 10/27*
  - *Proposal approved 11/22 NTE \$7,200; billed \$6,200*
  - *Lights installed/operational 11/26*

New/Tabled Business:

- A. Holiday Lights – 2011 Season
- Proposed net light costs for 2011 is approximately \$1,200
- Discussion Points:
- The Board would like to McMahon to attend the April board meeting to discuss strategy for 2011 Holiday Season.
- B. Tennis Courts:
- Sign on gates – per board request
  - Proposals
    - o The proposal includes the removal and replacement of the existing fence.
    - o The fence is 20 years old. We can/should bid to replace the fence.
    - o A soils report was not provided. It will be ordered if the board decides to move forward with the work.
    - o Jeff asked that we have the original soils report available for review to determine changes, if any, against the new report.
    - o First Serve Productions has provided references. The references were called and they are really happy with First Serve’s work. They would gladly accommodate a site inspection of their courts with the board/management; ask that we call to make an appointment first.
    - o This bid is only removing 3 inches of asphalt. Not entire tear down.
    - o Brochures were provided to the Board to look at for the repair systems.
    - o Tim raised the question that if we make this a Cadillac court, shouldn’t the fence be replaced as well.

- Tim suggested moving forward with the education of the board and the qualifying of the bids. More discussions will be done at a subsequent meeting to make sure that Peter be included in the discussions since he is the president and it will be helpful to get his input.
- The Board would like to have a site meeting with First Serve after the soils report. This is to be scheduled prior to the April meeting.

*A MOTION WAS MADE BY JODY AND SECONDED BY JEFF TO SECURE THE SERVICES OF A GEOLOGIST FOR A SOILS REPORT AND RECOMMENDATION FOR THE PROJECT. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

- Tennis Court gate locks

Discussion Points:

- Jody would like to know if we can take out the existing lock and incorporate it with the new fence. *We can do that, but the cost estimated for that was around \$4K. We have known for a few years that changing the locks would need to be done when the courts were replaced and/or resurfaced. In addition, changing the locks and keys would help control key population (not been done in over 20 years) and who has access to the association's facilities. The new system can't be purchased by anyone outside the Board or management and keys cannot be duplicated. The new system will not be as costly to maintain. The pool, tennis courts and restrooms all have the same locks.*

- C. Water Heater – having a hard time maintaining proper temperature per CCC Health Department – biggest concern is the public restrooms and showers.

*A MOTION WAS MADE BY JODY AND SECONDED BY JEFF TO GET IT REPLACED AT A COST NOT TO EXCEED \$1,000. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

Information:

- Ongoing work product list from management

7) ADJOURNMENT:

*A MOTION WAS MADE BY JODY AND SECONDED BY JEFF TO ADJOURN THE REGULAR MEETING AT 8:13 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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