

**WOOD RANCH OWNERS ASSOCIATION
REGULAR BOARD MEETING MINUTES
October 19, 2015**

1) CALL TO ORDER:

The Regular Meeting of the Wood Ranch Board of Directors was held on October 19, 2015 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; Secretary, Jeff Schroeder; Treasurer, Liz Talley; and Director, Floria Hakimi

Board Members Absent: NONE

Management Present: Tim Morgan, Lindy Johnson and Mark Morgan

Others Present: NONE

1. MINUTES:

A MOTION WAS MADE BY JEFF AND SECONDED BY KENT TO ACCEPT THE MINUTES OF THE REGULAR BOARD MEETING DATED JULY 13, 2015. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

2) HOMEOWNERS COMMENTS:

Jerry Helton, 160 Julie Court – Requested treatment schedule for Animal Damage Management; reported a dead tree in back of Julie Court and dead bushes at the top of Fairview; asked about the status of the Neighborhood Watch. *Management will provide the schedule and have the landscape issues addressed. Management will contact the organizers for the Neighborhood Watch and ask whether their contact information can be provided to Mr. Helton and other owners.*

Kathy Javdani, 45 Woodranch Circle – Reported that the v-ditch behind her home has gaps underneath and cracked/broken pieces. *Management will have Aragon Landscaping inspect and repair as needed.*

Jay Cassvan, 52 Woodranch Circle – Inquired about enforcement of landscaping rules and regulations. *As a result of State legislation, the association cannot take enforcement action regarding dead lawns during the drought; however, owners are required to keep their yards neat, weed free and remove dead plants.*

Dave Moore, 35 Stanton Court – Stated that his landscape application for drought tolerant landscaping was denied and he is not clear on the landscaping guidelines. *Preliminary guidelines for drought tolerant landscaping will be discussed later in the meeting.*

3) COMMITTEE REPORTS

Architectural Committee:

- Stefan Rubendall provided a summary of the Committee's actions. During this quarter, 58 applications were received of which 11 were denied.

- #269-05 Appeal of Denied Architectural Application

A MOTION WAS MADE BY JEFF AND SECONDED BY KENT TO DENY THE APPEAL AND HAVE THE ARCHITECTURAL COMMITTEE WORK WITH THE OWNERS TO SEE IF THEY CAN COME UP WITH AN ACCEPTABLE PLAN. SINCE THE WORK HAS BEEN COMPLETED, THE OWNERS WILL HAVE 30 DAYS TO SUBMIT A REVISED ARCHITECTURAL APPLICATION. MOTION CARRIED WITH FLORIA OPPOSED AND THE REMAINING BOARD MEMBERS IN FAVOR.

- Proposed Architectural Guideline Modifications -- Stefan Rubendall provided an outline of the proposed modifications. Stefan will email red-lined versions of the proposed modifications to the Board members for their review and comment.

Discussion Points:

- Landscaping design elements – height, texture and variety.
 - Rock and artificial turf and percentage coverage
 - Edge/entry treatments
 - Natural appearance and native plants
 - Trees adjacent to property lines
 - Revisions to architectural application
 - Distribution to owners and 30-day review period
- Architectural Committee Resignation – Keith Osantowski indicated that he would like to resign and would like the Board to appoint a new member that is acceptable to the other Architectural Committee members. He will remain on the Committee until then. Board discussion: It would be best to have the Committee find the replacement member who could work with the existing Committee members and time commitment required and present to the Board for affirmation.

- Gift Certificates

A MOTION WAS MADE BY JEFF AND SECONDED BY JODY TO PROVIDE EACH ARCHITECTURAL COMMITTEE MEMBER A \$250 GIFT CERTIFICATE TO PIATTI IN APPRECIATION OF THEIR EFFORTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Community Events Committee:

- Fall BBQ was held Friday, October 2nd.
- The Board indicated that for the Easter Egg hunt, the Community Events Coordinator needs to make sure participants do not cause damage to the slopes.

4) FINANCIALS

- September 30th Financials and Related Bank Statements

A MOTION WAS MADE BY KENT AND SECONDED BY FLORIA STATING THE BOARD HAS REVIEWED THE SEPTEMBER 30, 2015 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Delinquent Accounts

- #221-05 – *account at UTS*
- #262-05 – *no prior action*
- #378-05 – *10/7/15 rec'd pymt. \$515; new balance \$500*
- #402-05 – *3/19/15 letter; pymt rec'd 4/16/15 ret'd NSF*
- #499-05 – *BK payment plan – HO current on dues*

A MOTION WAS MADE BY JEFF AND SECONDED BY KENT TO SEND ACCOUNTS 402-05 AND 262-05 TO COLLECTIONS AND TO AUTHORIZE RECORDING A LIEN IF NO PAYMENT IS RECEIVED IN OCTOBER. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

5) OLD/TABLED/NEW BUSINESS AND INFORMATION:

Old Business:

- New Board Member appointed - *affirmation to appoint Liz Talley to vacated position*
- CC&R Update – *Board motion to retain Berding and Weil to complete in conjunction with Northridge HOA in 2016*
- Pool Furniture – *Board approved replacement with Leisure Creations; 1/3 of old furniture to be made available at no cost to residents who want it; through homeowner Jillian Dowler.*
- Doggie Mitt Station – *across from 44 Wood Ranch Circle; board upheld previous decision that this station will not be relocated*
- #368-05 – *Non-compliant fence; account being fined; 3rd arch app submitted 9/30*

New/Tabled Business:

- 2016 Draft Budget and Reserve Study

A MOTION WAS MADE BY JODY AND SECONDED BY KENT TO APPROVE THE 2016 DRAFT BUDGET, REFLECTING NO DUES INCREASE, AND THE DRAFT 2016 RESERVE STUDY AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2015 Tree Trimming Program

A MOTION WAS MADE BY JODY AND SECONDED BY KENT TO APPROVE THE SEPTEMBER 10, 2015 PROPOSAL FROM SKYLINE TREE SURGEONS IN THE AMOUNT OF \$13,735 WITH THE ADDITION OF THE TREES ALONG THE

ENTRY MEDIAN AND CLUBHOUSE. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Clubhouse Mulch Proposal

A MOTION WAS MADE BY JEFF AND SECONDED BY KENT TO APPROVE THE JULY 1, 2015 CLUBHOUSE/POOL MULCH PROPOSAL FROM ARAGON IN THE AMOUNT OF \$2,800. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Aragon Landscape Contract

A MOTION WAS MADE BY JEFF AND SECONDED BY KENT TO APPROVE THE 2016 CONTRACT WITH ARAGON REFLECTING A 2% INCREASE. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2015 Year End Review/Audit

A MOTION WAS MADE BY JEFF AND SECONDED BY KENT TO RETAIN KIRBY AND FORBES TO CONDUCT A 2015 YEAR END AUDIT IN THE AMOUNT OF \$2,900. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Board Intent to Run

- Jeff – yes; Liz – yes; Kent – yes.

- PG&E Gas Pressure Monitoring Device

A MOTION WAS MADE BY KENT AND SECONDED BY JEFF TO APPROVE THE AGREEMENT WITH PG&E FOR INSTALLATION OF A DEVICE TO MONITOR PRESSURE ON GAS DISTRIBUTION LINES IN THE COMMUNITY. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

6) ADJOURNMENT:

A MOTION WAS MADE BY KENT AND SECONDED BY JODY TO ADJOURN THE REGULAR MEETING AT 9:15 PM. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

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

