

**WOOD RANCH HOMEOWNERS ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING**

September 11, 2023 at 7:00 PM

Location: Wood Ranch Clubhouse

1. CALL TO ORDER

The Regular Meeting of the Wood Ranch Board of Directors was held at the Wood Ranch Clubhouse on September 11, 2023. The meeting was called to order at 7:03 PM. by President, Jody Blessum.

Board Members Present: President, Jody Blessum; Vice President, Michael Pignati; Treasurer, Liz Talley and Secretary, Sean Lee

Board Members Absent: Director, Peter Williams

Management Present: Tim Morgan and Anita Aragon

Others Present: Architectural Committee Member, Brian Dulac

2. ADOPTION OR MODIFICATION OF MINUTES

- Regular Meeting Minutes – May 1, 2023
- Executive Meeting Minutes August 26, 2023

A MOTION WAS MADE BY LIZ AND SECONDED BY SEAN TO ACCEPT THE MEETING MINUTES FROM THE ABOVE DATES AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

3. FINANCIALS

- August 31, 2023 Financials
- July 31, 2023 Bank Statements

A MOTION WAS MADE BY SEAN AND SECONDED BY MIKE STATING THE BOARD HAS REVIEWED AND APPROVED ALL OF THE FOLLOWING FOR COMPLIANCE WITH CA CC 5500 FOR THE PERIOD OF APRIL 2023 THROUGH AUGUST 2023. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 1) *Bank Reconciliations Operating Account*
- 2) *Bank Reconciliations Reserve Account*
- 3) *Review Bank Statements*
- 4) *Actual To Budgeted Operating Revenues and Expenses*
- 5) *Reviewed Actual Op Inc To Expenses Statement*
- 6) *Review Actual Reserve Income and Expense Statement*
- 7) *Review Operating and Reserve Income and Expenses Statement*
- 8) *Review Operating and Reserve account General Ledger*
- 9) *Review Delinquent Assessment Receivable Report*

- Discussion Points:
 - Account #221-05
 - Account #283-05
 - Account #434-05
 - Account #462-05

A MOTION WAS MADE BY LIZ AND SECONDED BY JODY TO FILE A LIEN ON THE AFOREMENTIONED ACCOUNTS IF THE DELINQUENCY REACHES EITHER TWELVE (12) MONTHS OR \$1,800 BY JANUARY 2024. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- The Board would like to explore assessment payment options and related costs.

4. HOMEOWNER COMMENTS - None

5. SOCIAL COMMITTEE UPDATE (Community Events Committee) -None

6. ARCHITECTURAL COMMITTEE UPDATE

- Arch App & Auto Submission –
 - The Architectural Committee is recommending adding a hyperlink for the colors from Kelly Moore so the pages that list the color pallet could be removed from the guideline documents. This is so paint colors can be consolidated by color families.
 - They would also like to see a fillable Architectural Application form to make it easier for homeowners to secure their neighbors signatures online.
- Fire Risk Recommendations – The committee submitted some recommendations for the Board to consider. The Board would like to table this for the January 2024 meeting.
- Gutter Guards – reach out to Berding & Weil if the HOA can require gutter guards for fire prevention.

7. OLD BUSINESS - None

8. NEW BUSINESS

- Tennis Courts Repairs and Nets– The Board opted to do nothing at this time and evaluate in two years.
- Holiday Lights – The HOA will stay with McMahan Construction. Have The Holiday Light Pros/Trimlight Bay Area review installed lights and provide an updated bid.
- Email Platform – The Email Consent forms will be sent to homeowners in an effort to minimize mailing cost when distributing correspondence with the homeowners. This does not include the mailings that are legally required to be sent through the US Postal Service.
- 2023 Financial Review and Tax Returns

A MOTION WAS MADE BY SEAN AND SECONDED BY LIZ TO APPROVE THE PROPOSAL FROM LEVY, ERLANGER & COMPANY LLP IN THE AMOUNT OF \$3645 FOR THE AUDIT 2023 TAX PREPARATION. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2024 Reserve Study Update
A MOTION WAS MADE BY LIZ AND SECONDED BY JODY TO APPROVE THE RESERVE STUDY AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.
- Park Pacific and replacement of the rusted play place parts at a cost of about \$13,000.
This will extend the life of the play structure.
- 2024 Budget
A MOTION WAS MADE BY LIZ AND SECONDED BY JODY TO APPROVE THE BUDGET AS SUBMITTED INCREASING DUES FROM \$360 PER QUARTER TO \$430 PER QUARTER AFTER MUCH DISCUSSION. THIS INCREASE IS TO ADJUST WITH THE EXCEEDING RATE OF INFLATION, GEOLOGICAL ISSUE REPAIRS, ADDITION OF FLOCK CAMERAS, V-DITCH REPAIRS, INCREASING COST OF UTILITIES AND AGING RESERVES EXPENSES. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

9. ADJOURNMENT

A MOTION WAS MADE BY JODY AND SECONDED BY LIZ TO ADJOURN THE REGULAR MEETING AT 9:16 PM. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

THE UNDERSIGNED APPROVES THE ABOVE MINUTES FROM THE REGULAR BOARD

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1/9/2024

Secretary, Sean Lee