

**WOOD RANCH OWNERS ASSOCIATION
REGULAR BOARD OF DIRECTORS MEETING
Monday, September 8, 2025 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 8, 2025. The meeting was called to order at 7:00 PM. by President, Jody Blessum.

Board Members Present: President, Jody Blessum; Treasurer, Liz Talley; Secretary, Tim McGuire; Vice President, Michael Pignati; Director, Juliana Ford

Board Members Absent: None

Management Present: Tim Morgan and Crystal Barragan

Others Present: None

2. ADOPTION OR MODIFICATION OF MINUTES.

- Executive Meeting Minutes April 15, 2025
- Reconvened Annual Meeting Minutes – April 15, 2025
- Regular Meeting Minutes – April 15, 2025

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

3. FINANCIALS

- July 31, 2025 Financials and Related Bank Statements

A MOTION WAS MADE BY MICHAEL AND SECONDED BY JODY STATING THE BOARD HAS REVIEWED AND APPROVED ALL OF THE FOLLOWING FOR COMPLIANCE WITH CA CC 5500 FOR THE PERIOD APRIL 2025 THROUGH JULY 2025. 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*

- UTS Collection Status Report

A MOTION WAS MADE BY LIZ AND SECONDED BY JODY TO FILE A NON-JUDICIAL FORECLOSURE ON ACCOUNT 231-05. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

4. HOMEOWNER COMMENTS

- Positive homeowner feedback regarding management of the HOA.

5. SOCIAL COMMITTEE UPDATE (Community Events Committee)

- No comments

6. ARCHITECTURAL COMMITTEE UPDATE

- Activity from April thru August

7. OLD BUSINESS

- No Trespass Authorization for Town of Danville Police effective June 2025 with new signage

8. NEW BUSINESS

- 2025 Financial Audit and Tax Returns - \$3,380 and \$445

A MOTION WAS MADE BY JODY AND SECONDED BY MICHAEL TO APPROVE THE PROPOSAL FROM LEVY, ERLANGER & COMPANY LLP IN THE AMOUNT OF \$3380.00 FOR THE AUDIT AND \$445.00 FOR THE 2025 TAX PREPARATION. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2026 Reserve Study Update

A MOTION WAS MADE BY LIZ AND SECONDED BY JODY TO APPROVE THE 2026 RESERVE STUDY AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2026 Budget

A MOTION WAS MADE BY LIZ AND SECONDED BY JODY TO APPROVE THE BUDGET AS SUBMITTED, INCLUDING AN INCREASE IN THE QUARTERLY ASSESSMENT FROM \$430.00 TO \$450.00, TO ADDRESS RISING INFLATION-RELATED COSTS ESPECIALLY RELATED TO UTILITIES. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Fine Policy Amendment

A MOTION WAS MADE BY JODY AND SECONDED BY LIZ TO ADOPT THE AMENDED FINE POLICY TO MEET CA LAW COMPLIANCE. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Common Area Camera Surveillance Policy

A MOTION WAS MADE BY LIZ AND SECONDED BY JODY TO APPROVE THE COMMON AREA CAMERA SURVEILLANCE POLICY AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2025 Annual Tree Trim

A MOTION WAS MADE BY MICHAEL AND SECONDED BY JODY TO APPROVE THE TREE TRIMMING PROPOSAL DATED SEPTEMBER 2, 2025 FROM ARBOR MD IN THE AMOUNT OF \$23,245.95. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

DISCUSSION POINTS

- **Tennis Court – Adjustable Nets Project:**
The project has been completed, including the repair and filling of surface cracks.
- **Homeowner Account 394-05 – Fine Relief Request:**
A request for fine relief was submitted by Board Member regarding yard non-compliance violations. A hearing was scheduled for **February 7, 2024**, but the homeowner did not attend the Zoom hearing and was unresponsive to all violation letters and notices.
The homeowner later responded to the hearing decision, and the property came into compliance with CC&Rs as of **May 2024**.
Fines totaling **\$5,700** (accrued from February to May) were **reduced to \$1,000**, which has been paid. The Board has confirmed that the reduced fine will remain as is.
- **Holiday Lights:**
Scheduled for **installation on November 21, 2025**, and **removal on January 4, 2026**.
- **Shared Security Services:**
The shared security services ended on **September 2, 2025**.
- **Landscape Hearings:**
Hearings will be scheduled for homeowners with ongoing or repeated landscape violations.
- **Architectural Committee Reminder:**
The committee is reminded to update the **community paint palette**.

9. ADJOURNMENT

A MOTION WAS MADE BY JODY AND SECONDED BY LIZ TO ADJOURN THE REGULAR MEETING AT 8:19 PM. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

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

DocuSigned by:
 2/7/2026
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Treasurer, Liz Talley