

HOA BOARD MEETING  
FRIDAY, JANUARY 6, 2012

7 PM

Present:

Don Pac, President

Andi Charleville, Secretary

Doris Cirelli, Treasurer

Flo Pac, ACC

Doris presented the Year-End Treasurer's Report

One Lot still owes 2nd 1/2 of 2011 dues plus \$60 transfer fee

One Lot paid \$30, but still owes part of 2010 dues and all of 2011 dues.

All other outstanding lots have had liens filed on their property.

2012 dues invoices have been sent out. Dues have been raised 10% to \$232.50 per home.

Doris will handle the 2011 taxes for the HOA.

Landscaper:

We paid the year in full up front for a discount. He will still give us monthly bills, which will show deduction from total we paid up front.

Insurance policy:

Doris has been going over the HOA insurance policy and it seems to be more suited to corporations as opposed to HOA's. She will shop around for another

insurance policy that is more suited to the HOA needs.

On-street parking:

The issue is coming up again from homeowners. Enforcement was not really priority during the holiday season, as many homeowners were having out-of-town guests staying. Enforcement will pick back up now that the holidays are over.

Other issues:

The Fence by Lot 1 and the dead trees in the buffer zone have not been addressed yet. Don will take care of in the next month or two.

Next meeting is Monday, Feb 6.

HOA BOARD MEETING

MONDAY, FEBRUARY 27, 2012

7 PM

Present:

Don Pac, President

Andi Charleville, Secretary

Doris Cirelli, Treasurer

Flo Pac, ACC committee

Tim (HOA Landscaper)

Landscaper:

Tim gave updated info on the plan for landscaping around both gates/entrances now that the 176th widening project has almost completed. There was a discussion of what to plant and approximately how many shrubs/trees would be needed. The final consensus of the board was to plant 3 rhododendrons, then a tree, and continue the pattern all the way down the front of the community. They would be planted 3-4 feet apart. It would used between 120-150 plants/trees. Tim will give us an updated estimate on the price.

Taxes:

Doris will file the 2011 tax forms for the HOA.

New owners:

No dues have been received, but the homeowner thought they had been paid. Unsure if the homeowner is going to check on them.

Dues:

Doris will send postcards out to those homeowners that have made no payments. For those that have made some form of payment, an invoice will be sent out detailing the remaining balance.

Website:

Our webmaster is hoping to turn over the duties to someone within the community. Don will check to see if Mark Roach would be interested in taking over these duties.

Issues needing action:

Don will see about getting the dead trees cut down.

We need a new ACC member

Need to post ACC letter on the website as well as delivering to all homeowners.

Next meeting is set for Wednesday, March 21.

## HOA BOARD MEETING MINUTES

WEDNESDAY, MARCH 21, 2012

7 PM

Present:

Don Pac, President

Andi Charleville, Secretary

Doris Cirelli, Treasurer

Flo Pac, ACC committee

**TREASURER'S REPORT:** Doris gave a financial statement. We have 45 homeowners who are still not fully paid with the 2012 dues. We have 5 that still owe previous year's dues, as well. Those 5 homeowner's were sent letter advising that they need to paid at least the previous year's dues by March 31 or liens will be filed. Board agrees that those 5 homeowner's who haven't fully paid the previous year's dues will have liens filed the first week of April. Those liens will include ALL dues owed, including 2012, plus all associated fees and service charges. Any that bring current the previous dues but still owe 2012 will NOT have liens filed at this time, nor will any homeowner's who only owe 2012 dues have liens filed. Doris and Flo will make calls to those 5 homeowners.

Other homeowner's have contacted Doris to make payments. Doris has agreed, providing they uphold to the agreement.

**BLOCK WATCH:** Only 7 homeowner's showed up at the Block Watch meeting last month. The rep from the Sheriff's Office handed out information and those present are supposed to contact other homeowner's. Once they have enough interest, another meeting will be set with the rep. The Board will watch and see how it progresses.

**DEAD TREES:** The trees were removed down to within County specs earlier in the day.

**LANDSCAPER:** Tim has plans for along the front of the community to go with a 2 shrub/1 tree pattern. He has already been given a partial advance for the materials. Board agrees that the shrubs along the west gate should be left, but the trees are dying and should be removed/replaced.

FENCES: Fences around retention ponds all need repair, washing and staining. Tim does not have time to do all this, so the Board will get bids from companies to do this work. Andi agrees to call around and get estimates.

WEST GATE: The keypad wasn't working last week. Don was able to determine that one of the inner keys had slipped out of place. He fixed it.

PARK: Doris is going to prune the bottom branches of the tree in the park over behind her house. Hopefully, it will stop the kids from climbing on it.

ISSUES FOR HOMEOWNER'S MEETING: Need to talk about trees to beautify the community, delinquent owners, park issues.

Board discussed the issue of voting at the meeting, particularly for homeowner's who are delinquent in their dues. Per the CCR's, any homeowner who is not "in good standing" have "the effect of non payment of assessments." Those effects include the fact that they cannot run for a Board position, nor can their vote be counted, or can their presence be counted to make up a quorum. An idea was put forth that before the meeting, have the homeowner's check in with one of the Board members. Their name/lot # would be checked against the delinquent owner's list. If they are "in good standing", they would be given a colored "vote card" that the board will have made up. Only those homeowner's with a card would be considered for a quorum and only those would be able to have their votes counted.

ACC: Flo read a letter from a homeowner to the Board, but it will be forwarded to the ACC as it is a plan for changes and the ACC need to review and approve it.

NEXT MEETING : Is set for Thursday, April 19.

## HOA BOARD MEETING MINUTES

THURSDAY, APRIL 19, 2012

7 PM

### Present:

Don Pac, President

Andi Charleville, Secretary

Doris Cirelli, Treasurer

Flo Pac, ACC

### Financials:

Doris gave the Treasurer's Report. We have \$4680.23 in liens to be filed. Don will file them next week. These are for homeowners that owe past years dues in addition to the 2012 dues.

Letters are going out to those homeowner's that owe 2012 dues only and have not been making payment arrangements with the Board. They will be charged interest from Feb 1, 2012.

### Security Cameras:

Owners at last year's Homeowner's meeting voted "Yes" to installing security cameras at the gate. The homeowner that offered to take the lead in getting bids has not kept up with promises. The Board will go ahead and get estimates. Don will call Southgate about it.

Neighborhood concerns:

Flo mentioned that homeowners are coming to her about houses that seem to be having suspicious activity that may be due to drugs. Andi advised Flo to call the Sheriff's office dispatch and give the address. Police narcotics task force will take it from there.

Security:

With summer coming up and kids being out of school, the possibility of crime heightens in our community. The Board agrees that we should again hire off-duty security from the Pierce County Sheriff's office. We will start in mid-June, 4 hrs per week, 2 on Friday night and 2 on Saturday night every other week. Don will call the Sheriff's office to set it up.

Pinnacle Security:

Have had "employees" from Pinnacle Security in our community going around soliciting to homeowners. Board agrees to post a notice to the website warning homeowners. Andi will call Pinnacle and warn them as well.

Homeowner's Meeting in the Park:

5 months till the homeowner's meeting. Tentatively is set for Sat, Sept 8 at 11 AM in the park. The Board will put out an agenda to all homeowners and on the website one month prior and other one week before the meeting. Board will also post signs in the community. Sandy may call homeowners we have phone numbers for to remind them as well.

Lighting:

We need estimates for lighting up both gates. Don will call for a vote at the homeowner's meeting should we have enough for a quorum.

Landscaping:

Trees and plants have been ordered to 176<sup>th</sup> St. Tim's normal yearly routine will start in April.



Drainage:

Homeowner just paved over gravel driveway. Now drainage is being compromised.  
Don will call the homeowner to advice.

Next Meeting: Friday, May 11, 2012.

**HOA BOARD MEETING**  
**SATURDAY, MAY 19, 2012**  
**7 PM**

Present:

Don Pac, President  
Doris Cirelli, Treasurer  
Andi Charleville, Secretary  
Flo Pac, ACC  
Donna Healy  
Nita Simmons

Financials:

Doris went over Treasurer's Report.

We received 5 payments in full for 2012 dues. Those 5 homeowner's are now fully paid and in good standing.

One homeowner is giving us issues with payment of dues by a third party.

MD homeowner-need to get with property manager as homeowner insists that the manager is supposed to pay the dues.

One homeowner is moving out as of May 19, but will pay remaining dues as they can.

One homeowner says cashier's check was mailed 3 weeks ago. Doris will check all payments and posts to make sure if an oversight occurred.

On Street Parking:

Questions arose about the procedures that the Board agreed to in this matter in regards to violation stickers and towing. Andi will look up info in previous board meeting minutes and email the other board members.

Fencing:

Fence on 67<sup>th</sup> retention pond affecting a homeowner's fence. Don will look at to see if the board needs to address repairs.

Lot by East Park is having a problem with the tree in the back yard affecting their fence and encroaching on HOA property. May need to address this issue with the homeowner, as it would mean expense to remove tree, as it is the trunk of the tree causing the problem.

#### Trees adjacent to Street:

Should board draft rules regarding protecting the developer-planted trees adjacent to the street in order to keep look of the community? One board member unsure if this should occur without homeowner input. Board agrees to draft a regulation and bring it up for a vote at the homeowner's meeting should a quorum be present.

#### Flag Pole:

At last year's homeowner's meeting, discussion was raised about putting up one or two flagpoles at the main gate. A vote was tabled pending the 176<sup>th</sup> widening project not yet being completed and placement of streetlights along 176<sup>th</sup>. Doris will get estimate on putting up flagpoles to bring up for a vote at the homeowner's meeting this year, should a quorum be present.

#### Need for additional parking in the community:

Discussion was raised again about the need for additional parking in community and possibly using the area on 177<sup>th</sup>, near the retention pond. Questions arose about environmental impact, getting permits/approval from the county and how to enforce who gets to park there. No final decisions were made.

#### Community Lookout:

Board found a vacant home had been unlocked and doors/windows left open. Board president went into house, closed all windows and locked all the doors. Board will keep any eye out, making sure the house stays secured and no teenagers/squatters get inside.

#### Website:

Webmaster position has now been handed over to Mark Roach from previous webmaster. Mark will be paid the same amount as previous webmaster.

#### Homeowner's Annual Meeting:

Will be tentatively scheduled for Sunday, Sept 9 at 1 pm in the main park. Secretary will check dates for Seafair to make sure no scheduling conflicts occur that would mean low attendance to our meeting:

Donna suggested that the homeowner's vote on adding a 4<sup>th</sup> member to the Board, in the form of a vice president. Don will check covenants to see if the Board has the authority to change the By-Laws, which determines the size of the board and its members.

As each homeowner signs in their attendance at the meeting, their name/lot # will be checked. If they are a member "in good standing" then they will be given a colored, laminated "voting card" to use during any votes. If they are not "in good standing," they will either receive no card, or receive a different colored card. The board will decide which. This is to ensure that not only do those homeowners who are not "in good standing" not get their vote counted, (according to the CCR's") but that each home only gets one vote.

Gate operations:

Since at present, only Don Pac and possibly Vic Forsberg know anything about the gate, it was decided that Andi Charleville will get shown some basic gate workings by Don. They will get together at a later date and Don will show Andi how to unlock the gate to open should gate problems occur when Don and/or Vic is not available. Also how to program gate openings at the request of homeowners.

Next meeting:

Is scheduled for June 4, 2012.

## **ACC MEETING**

**Monday, MAY 7, 2012**

Members attend:

Leo Simmons

Jody Holder

Flo Pac

Sandy Thompson(not a member had some ideas to share with ACC)

Nate Williams (did not attend)

**ACC is in need of one more member.**

Owner in here has pictures of kids going thru holding pond on 69<sup>th</sup> Ave Ct. E. Owner asked them not to but, they are coming thru holding pond gate, by pushing on the gate.

Board will check it out and hope to fix it. We know the younger ones, but owner said the older kids are doing the gate damage. Will try to get pictures of them.

Owner was sent violation letter to repair fence and gate on 179<sup>th</sup>, given 14 days, then one more week due to the weather.

Board asked ACC to send letter out to owners to inform them to carry bags when walking their PETS.

Flo talked to owner on 179<sup>th</sup> re: boat and cover. Cover does not match color of building (house- garage) owner agrees, give two months to complete the job. Very agreeable. ACC okay the owner the time.

Board we hope will okay a boy to cut, weed and clean yard on 67<sup>th</sup> empty house.

Meeting Adjourn 9:30pm.

**HOA BOARD MEETING  
MONDAY, JUNE 4, 2012  
7 PM**

Present:

Don Pac, President  
Doris Cirelli, Treasurer  
Andi Charleville, Secretary  
Flo Pac, ACC  
Leo Simmons, ACC  
Nate Williams, ACC  
Donna Healy  
Steve and Pam Thuston

CCR Exception:

One homeowner asked for a rule exception on the parking issue. They need permission to temporarily park in the street until they can get an additional pad poured, increasing the size of their driveway. The temporary exception was granted by the board. The homeowner will provide the ACC with a list of vehicles so they won't be ticketed.

On Street Parking:

ACC will draft a letter of final notice and hand deliver to violators that have received the 2<sup>nd</sup> notices on their vehicles.

New owners:

Don will draft a letter for new owners, welcoming them to the community and advising of the website and the CCR's. This will be given to the escrow companies whenever we receive a transfer notice. This is to ensure that ALL new owners in our community are aware of the rules so it can't be used as a defense in the case that violations occur.

Street issues:

Don will get bids for fixing the streets where the tree roots are cracking the pavement.

Flagpole outside main gate:

Doris got estimates for putting up flagpoles outside both gates. These were approved and agreed upon at last year's homeowners meeting. The estimate was for \$1380 for 4 flagpoles. That includes flags and labor.

Homeowner's meeting agenda:

Include a vote for homeowners (if quorum present) as to whether to have the gates opened daily from 6 am to 6 pm, to try and avoid more damage to gate from vehicle collisions.

Parking issue:

ACC is having an issue with one homeowner parking on their yard in an area that is not a parking space. They asked the board for a decision. Board agreed that area was not a parking space and owner should be told that continued parking would subject owner to tow.

Next meeting is July 11 at 7 pm.

**HOA BOARD MEETING  
WEDNESDAY, JULY 11, 2012  
7 PM**

Present:

Don Pac, President  
Andi Charleville, Secretary  
Doris Cirelli, Treasurer  
Flo Pac, ACC  
Leo Simmons, ACC  
Aimee Tyvan

**Parking Issue:**

Owner came to discuss issue from last month's meeting regarding parking on paved access to backyard. ACC explained why decision was made and why the Board was brought in. Homeowner wants understanding about side yard parking Board discussed the issue further and decided to authorize parking on any hard surface adjacent to a side yard, as long as area is large enough to completely get car off the street.

**Lots in Foreclosure:**

Will liens be paid before transfer can be made, or does the "6 month obligation" rule apply to liens as well as unpaid dues? Don will check on this.

**Treasurer's Report:**

Need to check A/R for imbalances in statements. Have 2 additional owners that need liens to be filed on?

**176<sup>th</sup> Street Project:**

Lot 1 has post along it from old fence...is HOA responsibility to remove. Is bed part of owner's property or HOA common property? Don will talk to Lot 1 owner.

Guard rail may need some hedges or bushes to cover for aesthetic look. Maybe willows?

**Website:**

GoDaddy paid for the next 4 years.

**Security:**

Don will call for Sheriff to do some off-duty patrolling in our community.

**Streetlights:**

Andi has had Mark put up instructions for calling in streetlight outages onto the website.



**Property Management:**

Don will get quotes on getting Management Company to handle oversight, so information is available for owners at the September meeting.

**Homeowner's meeting:**

Set for Sunday, September 9 at 1 PM in the park.

Don has drafted a letter that will be mailed out to all homeowner's. All 3 board members are stepping down effective at the homeowner's meeting. Most ACC members are also stepping down. Letter will advise homeowners of this and stress that homeowners need to attend meeting and be ready with nominations. None of the current board members are willing to stay, even if no nominations are made for their position. If that happens, position(s) will be vacant.

**Agenda for homeowner's meeting so far:**

--Install flag poles that were agreed upon at last years meeting at both gates. Doris got estimate. Includes 2 US flags. Maybe 2 WA State flags or have 2 Tustin Ranch flags made.

--vote to install extra parking on 177<sup>th</sup> at retention pond? Need estimate to present to homeowners.

--handyman needed, yet again.

--vote on trees lining streets, if taken down by homeowner, should they have to replace elsewhere on their property to continue to look of the community.

--vote on leaving the main gate open from 6 am-6 pm daily.

Next board meeting set for August 23 at 7 PM.

**HOA BOARD MEETING**  
**Thursday, August 23**  
**7 PM**

**Present:**

Don Pac, President  
Doris Cirelli, Treasurer  
Andi Charleville, Secretary  
Flo Pac, ACC  
Leo Simmons, ACC  
Nita Simmons

Mail:

Gave Doris several letters from PO Box pickup. Several were returned letters. One was a check for a mailbox lock.

Owner's list:

Need to get an updated list to our webmaster/communications director.

Treasurer's Report:

Doris gave update report. There will be a report for our homeowner's meeting, including all accounts receivable/accounts payable, and a 2013 projection. That projection will also include money for a property management company, should no one step forward for Board members at the meeting, to show homeowner's how much that would cost the community, vs what we collect in dues.

Homeowner's meeting on September 9:

Board agrees that no language found in by-laws or CCRs about "members in good standing". Board agrees that we will not/can not deal with this at the meeting, so all present homeowners voting will be counted.

Meeting Agenda:

The meeting agenda went out to all homeowners in the mail.  
Board agrees that voting for Board and ACC members will be left for last.

If present homeowners is enough to establish a quorum, these issues will be brought up for a vote:

Damaged to gates  
Flag poles at both gates  
Security system

Website:

Once new Board and ACC members have been chosen by homeowners, we need webmaster to remove present board member names and phone numbers from the website and add the new board members onto it.

Meeting ajourned.

**ANNUAL HOMEOWNER'S MEETING  
SUNDAY, SEPTEMBER 9, 2012  
1 PM COMMUNITY PARK**

President Don Pac called the meeting to order.

Secretary Andi Charleville read the minutes from the 2011 Homeowner's meeting.

Treasurer Doris Cirelli went over the HOA Financial statement:  
Balance sheet as of 08-31-12  
Profit & Loss statement as of August, 2012.  
Costs of 176th Street widening project  
Expense projections for 2013  
List of Future projects for 2013

Several homeowners stated objections to possibility of property Management Company due to bad experience with JC Higgins. Others had questions about some of the future projects.

Don Pac reported on the state of the community. The gates were raised during this last year, so they are no longer scraping on the ground or getting hung up during snowstorms. The Park on 69th has been completed. New landscaping is going up around gates and in front of community bordering 176th, although it is not completed yet.

Other issues will have to be looked at by the new Board and/or ACC members:  
Pedestrian gate by main gate is broken and will need to be fixed.  
Holding pond fences will need repair and/or replacing  
Sewers may continue to be an issue.  
Cracks in the street from tree roots will need to be repaired.  
Streetlights in community will go out—PSE is responsible for fixing. Instructions are on the website as to how to contact them about it.  
Sidewalks are getting in disrepair in some areas, particularly in the cul-de-sac where the model homes were—board will need to check on this as it is most likely an HOA expense.

Board took and answered questions from homeowners regarding these issues.

Flo Pac gave an ACC report and overview of ACC member responsibilities since we need at least 3 new ACC members. All current members of the ACC are resigning.

President Don Pac verified that there were 27 households represented at the meeting, which is a quorum.

Don called for volunteers for the positions of Treasurer and Secretary. Linda Bowers volunteered for Treasurer and was appointed to fulfill the remaining 2 years of this position. Donna Hollenbach volunteered for the Secretary position and was appointed by the Board to fulfill the remaining year of this position.

Don called for nominations for the President position: \_  
A homeowner nominated Tyson Anyan for the President. Tyson accepted the nomination. No other nominations for President were forthcoming. Owners present voted and Tyson was elected President. \*\*\*

Don indicated that the 3 outgoing Board members would get together with the 3 new board members within the next week or so.

Don asked for volunteers for the ACC committee. The following homeowners volunteered: Denise Zink, Ann Roach, Karen Rhotehamel and Chris Gough.

Webmaster Mark Roach reminded all homeowners to sign up for the website if they have not already done so. It's TustinRanchHOA.com.

Don opened the floor for new business.

Stephanie McGee had questions about the community yard sale. Were homeowners happy with the Sat/Sun for this, or did they want to add Friday as well? Should we extend or lessen the hours of 9AM-3PM? After some discussion, it was agreed by those present that it would remain the Sat/Sun of the 2<sup>nd</sup> FULL weekend of July. The time will be extended on Saturday to maybe 5PM, but remain at 3PM on Sunday, with the Goodwill truck being here at that time.

2 issues were brought up for a quorum vote:  
Should the board put up flagpoles at one or both gates?  
Majority of homeowners present voted "Aye"  
Should the board put up speed bumps within the community?  
Majority of homeowners present voted "Nay"

Meeting was adjourned by outgoing President Don Pac.

\*\*\*Shortly after the meeting, Tyson Anyan informed Don Pac that he was declining the Presidency.

# Tustin Ranch HOA Board

## Meeting Minutes

Sept. 19<sup>th</sup>, 2012

Members Present: Treasurer: Linda Bowers, Secretary: Donna Hollenback, Interim President: Mark Roach, Interim Vice President: Fred Harwood and Interim Sergeant of Arms: Leo Simmons

Mark thanked everyone for attending and the meeting began at 7pm. The primary focus of the present board is to improve communication within the community and get more people involved.

It was clearly stated that Mark, Fred and Leo were interim board members until the community has the opportunity to vote on this matter. Linda and Donna approved the interim board members upon learning that the previous new board member President resigned the day after he was voted in by the community.

An emergency HOA meeting will be held in the park on Sunday, Oct. 14, 2012 @ 2:00pm to nominate names for the open positions or vote to keep the current interim members that we now have in place. A vote will also be necessary to change the current 3 member board to a 5 member board. It is our hope that by increasing the number of members we can lighten the load of responsibilities as well as better communicate within our community.

Mark has set up a free Google phone system so that community members can call in to voice their concerns to the board members.

The phone number is (253) 256-3167.

Linda volunteered to set up a Blog on the Website as another way to communicate to the board. This will enable all homeowners to have a voice no matter what days or hours you may work. We want to hear what you have to say.

A log will be kept of all comments and/or concerns.

Homeowners need to take care of neighbor issues (example: barking dog). Call animal control if necessary. Issues such as these are not for Board members.

The board would once again like to try and put together a list of resources that we have within our community. Ex: Plumbers, electricians, babysitting, Avon etc. Let's help out the people that we live by. This list could also include items that you have to sell.

Linda will be putting together a monthly newsletter.

Signage for upcoming events will be displayed for homeowners to see at least 5 days prior to the event. Linda said she would be in charge of this.

It was decided that we would have three meetings a year to keep the homeowners informed and to strengthen us as a community. We really want to get as many people involved as possible.

Community projects will have a team leader who will be in charge of organizing and follow through.

We would love to get teens involved. We can offer community service hours doing community clean up, delivering flyers, planting flowers at the keypad when necessary, mowing lawns etc. We are open to other ideas as well.

Due to so much damage at the gates we will once again take on getting quotes for a security system. Mark will be contacting Steve Roberts. As stated in the last meeting minutes it is costing us over \$2,000 to fix the gate due to no one coming forward with any information as to who caused the extensive damage.

At this time, Linda, Mark and Fred are authorized to sign checks.

Fred agreed to take on the project of getting the flags put up at both gates. This project was approved at the last meeting.

Leo agreed to set up a meeting in October to once again revisit the possibility of getting people involved in a neighborhood watch program.

Overflow parking ideas were discussed. The board will look into some possibilities and report back. We MUST keep the streets free of additional cars. Emergency vehicles are not able to get down the street if cars are parked on the road. This is an ongoing and serious concern of the board.

Leo will look into getting the necessary spray to repair the road cracks.

Sidewalks are for walking and NOT skateboarding on. Damage is being caused and therefore the community is responsible to pay the cost of replacing or repairing them. Parents need to watch their kids to help prevent damage in our area.

Linda agreed to pick up the HOA mail.

Fred agreed to take on any issues with the remotes. If you have any problems see Fred.

The board will update names and gate codes. Please let the board know if you are not in the system.

The board will be meeting with the new ACC members on Oct. 2<sup>nd</sup> to turn over the duties. The ACC is not to be looked at as the police patrol but rather community members who are trying to help our development be the best it can be. Requests should still be submitted for changes before any work is done. The board will update the owners of any changes to the ACC responsibilities.

The board ended the meeting at 9:15pm.

Next Homeowner meeting on: 10/14/2012 @ 2:00pm (In the Park)



## **Tustin Ranch Board Meeting**

**Sunday, October 7, 2012**

Present: Mark Roach, Donna Hollenback, Linda Bowers, Fred Harwood  
Absent: Leo Simmons

Mark will check on liens in our development and see if we have an established lawyer that will help us out with current issues.

Linda notified us that our development insurance policy arrived.

October 14th meeting discussed. Main purpose is to allow the community the opportunity to vote for the president position as well as amend the board from 3 to 5 members. Attendance is critical. We must have a minimum of 27 homeowners attend in order to vote.

The cost of the BBQ is not to exceed \$200. The board will discuss the success or lack of at the next board meeting and determine if this is something that will occur at each community meeting or just for this emergency meeting.

Mark agreed to send out a mass mailer to all members in the development regarding the meeting. The purpose is to allow those individuals who are unable to attend to vote by proxy.

Mark will take on the task of community yard maintenance and clean-up.

Our mower contract will be reviewed. We are looking in to getting several bids from other interested grounds keeping folks. We are also checking in to the sprinkler system.

Linda and Donna would like to get together and come up with a \$25 welcoming basket for new homeowners. A copy of the CCR's will be copied and given to the homeowner if for some reason they did not get one at closing.

Tustin Ranch would like to offer community service hours to our junior and senior high school kids. If you have a student that is interested please contact a board member.

Trees that are getting too big in the retention pond areas are causing some of the sidewalks to lift up due to large roots. We really need to come together and help keep these retention pond areas under control. The cost to us if we need to hire someone to come in is extremely costly!!

We recently had an inspection of the retention ponds by the county. It states that they were not even able to get in to adequately inspect. It also states that if this becomes the norm of them having to make several trips out here they will start to bill us for each visit. We have until October 27th to clean up these areas. (All hands on deck are needed) Mark is putting together a cleanup party to try and handle this problem.

Fred agreed to take down the two trees outside the East gate that is impairing people's vision as they try and get out on to 176th. The trees will be replanted within the community.

Linda agreed to make up signs for the emergency meeting.

Sandwich boards will be made to announce work parties or upcoming community events.

The posts outside the East gate were discussed. Fred and Mike will talk to Mr. Fleming.

We would like to get new Tustin Ranch signs outside of each gate. Donna will look in to the cost of this.

We are still awaiting the bid for a security system.

New upcoming dues were discussed. It was agreed upon by the board that the 2013 HOA dues would be \$250.00. This is approximately a 10% increase. Linda is willing to work with people on how they would like to pay their dues. (Monthly/quarterly/yearly)

Meeting adjourned.

## **TUSTIN RANCH HOMEOWNER MEETING**

SUNDAY, OCTOBER 14, 2012

Present: Mark Roach, Linda Bowers, Donna Hollenback, Leo Simmons and Fred Harwood

The purpose of this emergency homeowner meeting was to vote on increasing the number of board members from three to five members.

The meeting took place at Mark's home. We received 14 proxy votes in favor of the change and had 18 homeowner signatures in favor of the change. This total was enough to change the way the board will operate. As of today, the board members are the following:

President: Mark Roach

VP: Fred Harwood

Treasurer: Linda Bowers

Secretary: Donna Hollenback

Sergeant of Arms: Leo Simmons

Mark gave a brief update of what the board is working on. After this meeting the board offered a BBQ to the community.

## **TUSTIN RANCH HOMEOWNER MEETING**

SUNDAY, OCTOBER 14, 2012

Present: Mark Roach, Linda Bowers, Donna Hollenback, Leo Simmons and Fred Harwood

The purpose of this emergency homeowner meeting was to vote on increasing the number of board members from three to five members.

The meeting took place at Mark's home. We received 14 proxy votes in favor of the change and had 18 homeowner signatures in favor of the change. This total was enough to change the way the board will operate. As of today, the board members are the following:

President: Mark Roach

VP: Fred Harwood

Treasurer: Linda Bowers

Secretary: Donna Hollenback

Sergeant of Arms: Leo Simmons

Mark gave a brief update of what the board is working on. After this meeting the board offered a BBQ to the community.

**TUSTIN RANCH HOA BOARD**  
**MEETING MINUTES**  
**NOVEMBER 6, 2012**

Present: Linda Bowers, Donna Hollenback, Leo Simmons, Mark Roach  
Absent: Fred Harwood

The meeting took place at Linda's home and started at 6pm. We reviewed the previous meeting minutes and then Linda updated us on the treasurer's report. On November 19th we will have 2 certificates that will mature. Linda will look into putting this money into CD's. Our Liability policy will automatically be renewed. Linda will monitor this and review the policy in February. We would like to go with a local policy instead of the one we currently have in place.

The board looked at and discussed recent complaints and/or issues. Generally speaking the neighborhood is doing a nice job abiding by the community laws and solving issues. Please remember to put all trash and recycle containers away (behind your fence or in your garage) after they are emptied.

Mark is still looking in to a security system for our development. Way too many incidents are happening and this could cost us a great deal. Until this system is in place we need to rely on community members to keep a watchful eye.

Leo has volunteered to head up a neighborhood watch. Although this has been tried numerous times we are hopeful that we will have more commitment by our community members. This is the only way to ensure our development is safe.

We would like the ACC to get actively involved. These members are important to everyone!

Mark has volunteered his tree by the road to be tested for root control. This has become a serious issue in the development and we are looking in to possibilities to resolve the issue.

Mark will update all the gate codes. Long distance numbers will no longer be accepted.

The board is looking in to getting a detailed list of all duties our current common area landscaper is responsible for on a monthly basis. Bids will be taken from other landscapers and a decision will be made who will maintain our development.

Mark now has all HOA files and equipment.

Water mains for the common areas will be turned off during the winter months.

New homeowner baskets will be distributed. Donna will purchase items and Linda will deliver them.

A sheltered area was discussed for school age kids. The location being considered is on the left hand side of the road as you leave the main gate.

Donna will look in to a front entrance rock to replace the one that was removed when they widened the road. For those interested, the website is [reflections@custometchers.com](mailto:reflections@custometchers.com). This is a company out of Olympia.

The meeting was adjourned at 7:30.