

## Tustin Ranch HOA Board Meeting Minutes

Date: 01/19/2023

Attended	Board Member	Attended	ACC Member
x	Linda Bowers, President	x	Tim Sletterink, Lead - ACC
x	Monica Davenport, VP (Interim)		Fran Anyan, ACC
x	Katie Sletterink, Treasurer	x	Jeff Eckart, ACC
x	Dennis Nathan, Sergeant in Arms		Darsey Ehnat, ACC
x	Amber Bishop, Secretary		Joseph Hartman, ACC

### HOA Highlight:

- Please be mindful of the community street parking guidelines. The board and ACC have been in contact with owners/renters who are parking on the street to remind them of the rules. You must park vehicles in the driveway (paved surface) or garage, not on the street. Please take time to check out the Tustin Ranch [CC&Rs](#) and [parking policy](#).

### Financial Review:

- Reviewed 2023 YTD budget and line items as they relate to planned projects

### New Business:

- Fix drainage issue in community green
  - Mini floods reoccurring on edge of community green near homeowner's property
  - HOA has a bid on file, will get 1-2 more before contracting work (Dennis)
- Gate call box 'tip sheet' for HOA/ACC
  - Tutorial on how to reset the gate call box when not transmitting
  - Draft to be created by end of Feb for board review prior finalizing (Katie)
- Gate remote tip sheet for residents
  - How to use app, order remotes, etc.
  - Draft to be created by end of Feb for board review prior finalizing and posting on community website (Katie)
- Privacy slats in chain link fences
  - For owners bordering ponds that had new chain link fencing installed and who 'opt-in' for slats
  - Research product options and pricing (Linda)

### Projects in Progress:

- Reflective tape needs applied to new gate and replaced on front gate (Dennis/Tim)
- Look into temporarily turning off water service for community green spaces to save fee for TPU (Katie)
- Renew license for HOA (non-profit org)
  - Research HOA license for non-profit / \$10 permit (Monica)
  - Linda to give Monica ID # for paperwork

- Tomar fire strobe (FD) head needs repaired
  - Guardian gate contracted to pull strobe for repair
  - Katie to check in re: work progress
- New homeowner / renter packets
  - Packets for recent home purchasers / renters are being prepared (Monica)
- ACC
  - Reviewed updated process for ACC to notify board re: CC&R / policy non-compliance
  - Reviewed ACC rounds and owners/renters who need communication re: CC&R infractions

**Completed Projects:**

- Catch basin and drainage clearing (Pierce County Planning & Public Works guidelines)
- Q4 new homeowner / renter packets delivered – seven total (Monica)

**Upcoming Projects:**

2023 – Q2	Touch up bollard on front call box (yellow poles)	
2023 – Q2	Paint touch-up for playset steps	-Need to buy paint -Katie and Linda on point to paint
2023 – Q2	Staining touch-up for picnic tables	-Katie has stain -Katie and Linda on point to paint
2023 – Q2	Research options for new community website host platform	-New software/platform needs to have function for paying dues online and have dues payment reminder automated -One alternate identified, Katie to trial it to determine if will work for our community needs (April)
2023 - Q2	Tract A maintenance	-Requested by Evan; board agreed for 2023 -Could be Q3 depending on how wet
2023 - Q3	Road repair estimates	-Damage from tree roots -Water damage to roads (undercut)
2023 - Q3	Update Tustin Ranch CC&Rs + Bylaws	-Documents haven't been updated since originated during the construction phase -CC&Rs already redlined / need sent to attorney -Bylaws pending review (send to attorney at same time as CC&Rs)

**Next Meeting:** 02/09/23 @ 6pm in person - (ACC to join at 6:30pm)