

Tustin Ranch HOA Board Meeting Minutes

Date: 08/10/2023

Attended	Board Member	Attended	ACC Member
x	Dennis Nathan, President	x	Tim Sletterink, ACC
x	Monica Davenport, VP (Interim)	x	Jeff Eckart, ACC
x	Katie Sletterink, Treasurer		Vacant, ACC
	Loree Latona, Sergeant in Arms		Vacant, ACC
x	Amber Bishop, Secretary		Vacant, ACC

Financial Review

- Reviewed 2023 YTD budget and line items as they relate to current and planned projects
- Reviewed invoices/expenses
- Owners with overdue payments on dues were sent final notices
- Investigate current CD rates (business banking) to increase interest earned on reserve and funds not in use (Katie)

New

- Quotes for road maintenance/repair
 - Discussed when bids to be gathered, who will do the work, etc.
- Explore ways to mediate speeding issues
 - Consult Legal re: liability of speedbumps (Katie)
 - Research digital speed display and/or additional speed limit signs
- Discussed security concerns
 - Reviewed initial bid for four cameras and two gate locks
 - Discussed other options and getting additional bids
- Reviewed development of web pages on new platform – will go live later this month and all info from the previous site will be transferred into the new site
- Creating budget on new platform – Pay HOA
 - Allows for greater transparency
- Fence repair / animal breaching
 - Discussed multiple instances of neighborhood homes needing to repair or replace wood fencing

In Progress

- Research vendor for CC&R compliance (Monica/Amber)
 - Inquiries in progress
- Backflow testing
 - Olympic completed the inspection, but report hasn't been received yet (Tim will request report)
- Landscaper – contact for post-testing blackberry bush clearing so we can proceed w/ county reassessment

- Connect with contractor re: estimate for neighborhood painting projects (Katie)
 - Areas
 - Bollards
 - New fence (in park) – untreated wood pieces
 - Picnic tables
 - Playset
 - Basketball hoop
 - Bid from first painter received
 - Second painter hasn't responded to inquiry – will contact him again
- New homeowner / renter packets
 - Two delivered
- Mailboxes
 - Mail carrier will map addresses to mailboxes so HOA team can help new buyers who don't get mailbox number
 - Create spreadsheet to give postal worker (Monica)
 - Katie created spreadsheet – Monica will give it to postal worker
- Gate call box 'tip sheet' for HOA/ACC (Katie)
- Gate remote tip sheet for residents (Katie)
- ACC
 - Reviewed new project request forms submitted by owners
 - Review inquiries and concerns submitted from residents via email
 - Reviewed ACC rounds and owners/renters who need communication re: reminder of CC&R guidelines

Completed

- Backflow testing
 - Complete, waiting for report
 - Arranging subsequent steps for landscaper to do clearing and county inspection
- Irrigation near front gate off target (time, spray pattern)
 - Landscaper came and corrected the issue
- Mailboxes
 - New numbers installed on all boxes
- Tract A maintenance
 - New gate lock installed
 - Tract maintenance done
- Renew license for HOA (non-profit org)

Next Meeting: 09/5/23 @ 6pm in person

Table 1: Upcoming Projects

2023 – Q2	Touch up bollard on front call box (yellow poles)	-Tim to research cover options prior to deciding if we will paint -Needs to measure and contact company for quote
2023 – Q2	Paint touch-up for playset steps	-Need to buy paint
2023 – Q2	Staining touch-up for picnic tables	-Katie has stain
2023 - Q2	Tract A maintenance	-Board agreed for 2023 -Could be Q3 depending on how wet
2023 – Q3	Stain wood fence	-Surrounding pond on 67 th Ave E (bordering community park) -Wood that isn't pressure-treated needs stained
2023 - Q3	Road repair estimates	-Damage from tree roots -Water damage to roads (undercut)
2023 – Q3	Reflective tape replaced on main (front) gate	-Removing old tape needs to happen in warmer weather so it peels off easier
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) -Katie spoke w/ Legal re: getting process started / he can do work
2023 – Q4	No parking signs	-Discussed adding signs to posts at both ends of each street to increase awareness of CC&R guidelines re: parking during a Q1 meeting -Board and ACC decided to delay further discussion to Q4