

Tustin Ranch HOA Board Meeting Minutes

Date: 09/05/2023

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
x	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
 - Cellgate
 - HOA insurance (reviewed annual quote and approved coverage for another year)
 - Changed web vendor payments from monthly to annual (saves 20%)
- Dues
 - Collection is at 84%
 - Discussed dues amount for 2024
- 2024 Budget
 - Reviewed 2024 projections based on 2023 spend and upcoming projects
 - Will be drafted on new web platform (Pay HOA)
 - Will put in preliminary numbers this month and review with Board in October to finalize
 - Late October or early November – community meeting to review budget and answer questions
- Investigate current CD rates (business banking) to increase interest earned on reserve and funds not in use (Katie)
 - Will discuss with bank advisor when current CD is up for renewal

New

- Facebook
 - Encourage community members to direct inquiries to the official HOA Facebook page or website
 - Remind folks to sign up for new web platform
- Google Maps
 - Review how to update listing so it directs to correct neighborhood
- Discuss new HOA general email and role-specific email accounts for each position
 - New email for secretary role: tustinranchsec@gmail.com
 - Create one for president role? Propose: tustinranchpres@gmail.com

In Progress

- Explore ways to mediate speeding issues

- Consult Legal re: liability of speedbumps (Katie)
- Research digital speed display and/or additional speed limit signs
 - 2024 budget
 - Place on existing street sign poles
- Security concerns (agenda item pushed to October)
 - Discuss options and getting additional bids
- Research vendor for CC&R compliance (Monica/Amber)
 - Inquiries in progress
- Backflow testing
 - Landscaper cleared blackberries and contacted the county auditor
 - Auditor will be by this month for check
- Connect with contractor re: estimate for neighborhood painting projects (Katie)
 - Areas
 - Bollards
 - New fence (in park) – untreated wood pieces
 - Picnic tables
 - Playset
 - Basketball hoop
 - Will move forward with bid from first painter if don't hear back from second painter
- New homeowner / renter packets
 - One new resident needs new renter packet
- Mailboxes
 - Mail carrier will map addresses to mailboxes so HOA team can help new buyers who don't get mailbox number
 - Katie created spreadsheet and Monica has info from mail worker
 - Will save document on Google Docs
- 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

- Blackberries cleared in preparation for backflow check

Next Meeting: 10/9/23 @ 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	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
2024 – Q1	Road repair quote	Get quotes so can evaluate if we can budget the repairs in 2025 -Damage from tree roots -Water damage to roads (undercut)
2024 – Q3	Research alternate financial institutions	Explore other banks/credit unions to determine if there are options that offer better terms than our current bank