

Tustin Ranch HOA Board Meeting Minutes

Date: 11/13/2023

Attended	Board Member	Attended	ACC Member
x	Monica Davenport, President	x	Tim Sletterink, ACC
x	Loree Latona, VP	x	Jeff Eckart, ACC
x	Katie Sletterink, Treasurer		Fran Anyan, ACC
x	Linda Bowers, Sergeant in Arms		Vacant, ACC
x	Amber Bishop, Secretary		Vacant, ACC

Financial Review

- Budget mailing and HOA statement
 - A mailing will be sent showing 2023 YTD budget expenditures and 2024 budget along with the 2024 dues statement
 - Communication will go out in December
- Reviewed 2023 YTD budget and line items as they relate to current and planned projects
 - Expenditures for the year within budget
- Dues
 - 2023: collection is at 91%
 - 2024: dues are \$698

New

- HOA Board Positions
 - Sergeant in Arms
 - Linda Bowers voted into the role unanimously
 - Amber will post ads on our Facebook community page for the vacant secretary and ACC positions

In Progress

- Discuss new HOA general email and role-specific email accounts for each position
 - Create Gmail account for Sergeant in Arms (Monica)
- Explore ways to mediate speeding issues
 - Additional speed limit 15 mph signs approved by board
 - Expense allocated in 2024 budget
 - If the additional signs don't decrease speeding, can explore other options such as:
 - Digital speed display
 - Speed bumps
- Security concerns
 - New pedestrian gates with key pads will be installed in December
 - The gate and attached panels will be off with no gates present 11/30 - 12/19
 - People can walk from inside the neighborhood through the pedestrian gate without needing a code

- Those wanting to enter the neighborhood from outside the gate will need a code
 - Additional discussion re: camera placement at gates
 - Backflow testing
 - Dispersal trench debris/sediment removal is needed – will contact vendor to do the work
 - New homeowner / renter packets
 - One new homeowner needs packet (Monica)
 - Mailbox master list to be uploaded to HOA GoogleDocs (Monica)
 - 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

- 2024 annual budget meeting (virtual)
- Additional \$20k moved into a CD (reserves)
- Two new renter packets delivered

Next Meeting: 12/13/23 @ 6pm in person

Table 1: Upcoming Projects

2023 - Q4	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	Spray paint (with stencil) 'sensor here'	On road before gate – helps prevent gate
2024 – Q1	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 – Q2	Painting touch-ups for community common areas	Bollards New fence (in park) – untreated wood pieces Picnic tables (replace wood before paint) Playset Basketball hoop
2024 – Q2	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)
TBD	Reflective tape replaced on main (front) gate	-Removing old tape needs to happen in warmer weather so it peels off easier