

## Wissler Ranch HOA Board Meeting Minutes

March 19, 2016

- **Call to Order:** The March board meeting was called to order at 1:05 PM at the Monument library.
- **Roll Call:** all board members were in attendance:

### Board Members:

President - Jim Keefe

Vice President/By-Laws and Covenants – Lisa Gilbert

Design Review - Wayne Gardner

Legal Affairs/Internet/Maintenance/Common Areas – Eric Doremus

### Other Officers:

Treasurer - Kathleen McCormick

Secretary – Sharla Davis

### Committee Chairs:

Covenant Compliance – Deloris Kenerson

Website/IT – Kathleen McCormick

Welcome – absent

Firewise – Vacant

Neighborhood Watch – Vacant (Jim Keefe, interim)

**Other Attendees:** None

- **Reports:**
  - Treasurer's report is attached. There are four homeowners who still owe HOA dues; notices will be sent. Two bills for mail kiosk & street lights were paid; one lawyer fee charge is being disputed. Kathleen reported the HOA is in good financial position.
  - Lisa reported that the electronic first draft of the by-laws and covenant rewrite was reviewed by the attorney. There was board discussion on updates (homeowner/renter and homeowner/attorney communications) which will be addressed when the Covenant Compliance Committee meets.
  - Wayne reported that the DRC reviewed plans for construction of playground equipment on Wavy Oak and inspected the designated site. The committee also coordinated with property owners on Roaming to resolve driveway drainage issues.

- Deloris reported one fence and two trailer issues that do not meet HOA covenants. Letters will be sent to respective homeowners/renters.

- Eric reported “no report” for Legal Affairs;

Entrance/Landscape/Maintenance/Common Areas: the west side main entrance light is still in-op, possibly because the line connection has been chewed through; Eric will contact the electrician to assess retrench/reconnect costs. There was discussion on future main entrance enhancements and long-term maintenance costs; short term need was addressed and it was determined that the logs need to be restrained. Eric replaced the current mail kiosk light bulbs with LEDs; the bulletin board glass and cork have been fixed; the park area well cover needs to be replaced for cosmetic purposes; Eric will get a quote on repaving the park path to correct erosion issues.

Internet: “all systems go” with Comcast and they are still on schedule to complete installation by the end of May; all new subscribers have paid.

- Jim reported that this year’s National Night Out is August 2<sup>d</sup> and he has registered Wissler Ranch. He will coordinate with the Sheriff and Fire Departments for their possible attendance. The Black Forest Slash Mulch Site will open on April 30<sup>th</sup> for mitigation and recycling; cost is \$2/load. Please see their website (bfslash.org) for operating hours.

- **Old/New Business:**

- Web page progress: Kathleen is the new POC for Wissler Ranch website/IT matters.

- Permanent chairs are still needed for the Forestry/Fire Wise and Neighborhood Watch committees. Jim will check with the fire marshal to ensure our “fire wise” designation is not affected by the vacant committee position.

- Future board meeting dates are as follows; all homeowners are invited and encouraged to attend:

- 16 Apr, 10-12, Monument Library study room;
- 14 May, 10-12, Monument Library meeting room;
- 11 Jun, 10-12, Monument Library meeting room

- **Adjournment:** The meeting adjourned at 2:20.

Attachments:

1. WR HOA Balance Sheet
2. Account Snapshot, 03/18/2016

Wissler Ranch Homeowners Association Balance Sheet						
	Operating Fund	Firewise Fund	Total Operating Fund	Capital Reserve Fund		Total
<b>Assets</b>						
Cash Operating	18,207	2,416	20,623			20,623
Cash Reserves			-	43,756		43,756
Assessments receivable	33	792	825			825
Excess Prior Year Operating Funds to Reserves						
Prepaid Expenses			-			-
Deposits			-			-
<b>Total Assets</b>	<b>18,240</b>	<b>3,208</b>	<b>21,448</b>	<b>43,756</b>		<b>65,204</b>
<b>Liabilities</b>						
Accounts payable	448		448			
Accrued Expenses	180		180			180
Prepaid Assessments			-	-		-
Income taxes payable			-	-		-
Income taxes payable	-	-	-	-		-
<b>Total Liabilities</b>	<b>628</b>	<b>-</b>	<b>628</b>			<b>628</b>
<b>Fund Balance</b>	<b>17,612</b>	<b>3,208</b>	<b>20,820</b>	<b>43,756</b>		<b>64,576</b>

Date	Ref/Check	Description	Amount	Balance	Category	Memo
Operating						
2/22/16		Annual Assessment Deposit	825	20,139	Annual Assessments	DEPOSIT #
2/24/16	995160	Legal Fees	- 248	19,891	Legal Fees	Check
3/1/16		Annual Assessment Deposit	990	20,881	Annual Assessments	DEPOSIT #
3/10/16		Lights, Mail Box	- 35	20,846	Utilities	ELEC PYMT MOUNTAIN VIEW WEB 0056822102
3/10/16		Lights, Street	- 223	20,623	Utilities	ELEC PYMT MOUNTAIN VIEW WEB 0100668201
		Payments Made	- 506			
		Deposits Made	1,815			
		Balance	20,623			
Reserves						
		Payments Made	-			
		Deposits Made	-			
		Balance	43,756			

# Accounts

Checking				
Name	Owner	Account #	Balance	As Of
Operating Budget	Wissler Ranch Hoa Inc.	[REDACTED]	\$20,623.19	03/18/2016
Reserve Fund	Wissler Ranch Hoa Inc.	[REDACTED]	\$43,756.41	03/18/2016
<b>Checking Total</b>			<b>\$64,379.60</b>	

**Assets Total:** \$64,379.60    —    **Liabilities Total:** \$0.00    =    **Grand Total:** \$64,379.60