

Wissler Ranch HOA Board Meeting Minutes

July 9, 2016

- **Call to Order:** The July board meeting was called to order at 10:22 AM at the Monument library. The June meeting was cancelled due to board member illness.
- **Roll Call:** the following board members were in attendance:

Board Members:

President - Jim Keefe

Vice President – Sharla Davis

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 – Sandy Mauer

Fire Wise – vacant (Jim Keefe, interim)

Neighborhood Watch – vacant (Jim Keefe, interim)

Other Attendees: None

- **Reports:**
 - Reading and Disposal of Minutes: The May minutes were reviewed, approved, and will be posted on the website. No June minutes are available since there was no meeting last month.
 - **Officer:**
 - President: Lisa Gilbert has resigned from the board for personal reasons. Her resignation is accepted. We want to thank Lisa for her service as a Board member, being the Water Committee Chair, and for leading the on-going covenant revision process. We wish her well. The first order of business was to fill the vacancy. The Board voted to fill the vacant board position with current Secretary, Sharla Davis. Sharla will serve the remainder of Lisa's term which expires January 2017. Eric said Barb Doremus graciously offered to chair the By-Laws and Covenant Rewrite Committee until the project is complete. Jim thanked Barb for volunteering and appointed her as the chairman. National Night Out is August 2^d, from 6:00-8:00 PM, at the Wissler Ranch park. This is a community-wide potluck event and all residents are invited and encouraged to attend.

- Treasurer's report: Kathleen reported that the HOA is in good financial standing. Report is attached.

- Committee:

- Bylaws and Covenants: The committee made excellent progress on the rewrites and will deliver the proposed products to the lawyer after Design Review Committee inputs. The covenants will be available for homeowner review at the October 15th annual meeting. Copies of the proposed documents will also be posted on both the mail kiosk bulletin board and Wissler Ranch website. Homeowners will have an opportunity to evaluate the documents and present their recommendations to the board at the October 22^d board meeting. The Board will vote on the final proposed covenant revisions and mail copies to the membership for their review and approval NLT November 15th, with a final vote on December 20th. If passed, in accordance with current covenants, the new covenants will be in effect January 1, 2017.

- Covenant: Deloris reported that the fence issue has been resolved and is now closed. No other noncompliance concerns have been submitted.

- Design Review: Wayne reported that a new home will be built on Roaming. The committee has been working diligently to ensure all DRC guidelines are and will be in compliance.

- Eric reported "no report" for Legal Affairs;

- Entrance/Landscape/Maintenance/Common Areas: the trail is in good shape and does not need to be graveled. There were some concerns over inappropriate activity in and around the common area—residents please be vigilant with regard to observing/reporting suspicious persons/acts in the neighborhood.

- Internet: contractors are on schedule to complete installation by the end of this month.

- Website: "no report."

- FireWise: Reminder - Wissler Ranch is on its way to qualifying as a "FireWise" community for 2016. As homeowners mitigate their property (rake pine needles, spend money to cut down trees, remove slash), time accrued counts toward "community service" and shows effort to improve fire mitigation. Dollars convert to hours and 2000 hours are needed for the designation. Jim has the forms from the Forestry Department to document Wissler Ranch efforts.

- Neighborhood Watch: Reminder - National Night Out is August 2^d, 6-8 PM, at the neighborhood park. Please park in the designated parking area only. All residents are

invited and encouraged to bring a dish to share, plus their own chairs. Tables, paper products, and plastic utensils will be provided. Sheriff and Fire Department experts will be attending. Coloring contest winners will be announced and prizes will be given. An email with details was sent to all homeowners on July 10th.

- Welcome: Sandy reported we have new neighbors on Wavy Oak!

New Business:

- RV Rule: With regard to RVs, ATVs, trailers, etc., the new rule for Wissler Ranch is in effect as of July 9th. A copy of this rule has been posted on the mail kiosk bulletin board and on the Wissler Ranch website. Resident owners have a maximum of 30 days per year, in 7-day increments, to have their RVs parked on their property and all HOA parking rules must be adhered to. It is the RV owner's responsibility to keep track of their days and notify the Covenant Chair when trailers, etc., will be on site. If the Chair is not notified, noncompliance will be assumed.

• **Old Business:**

- The 2016 annual homeowners' meeting will be on October 15th from 10:00-12:00 in the TLUMC conference room. Homeowners will need to sign in NLT 9:45 to register and/or have their proxies recorded. Announcement letters will be mailed NLT September 15th. Terms are expiring for four of the five current board members. Four returning or new board members will be elected at the annual meeting. Homeowners who are interested in serving on the Board should contact the current Board President, Jim Keefe.

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

- 13 Aug, 10:15-12:00, Monument library,
- 17 Sep, 1:00-3:00, Monument library
- 22 Oct, TBD

• **Adjournment:** The meeting adjourned at 1:21 PM

Accounts

| Checking | | | | |
|------------------|------------------------|-----------|-------------|------------|
| Name | Owner | Account # | Balance | As Of |
| Operating Budget | Wissler Ranch Hoa Inc. | *2515 | \$18,188.55 | 07/09/2016 |
| Reserve Fund | Wissler Ranch Hoa Inc. | *2523 | \$43,756.41 | 07/09/2016 |
| CHECKING TOTAL | | | \$61,942.96 | |

| | | | | |
|-------------------------------------|---|-------------------------------------|---|------------------------------------|
| Assets Total: \$61,942.96 | - | Liabilities Total: \$0.00 | = | Grand Total: \$61,942.96 |
|-------------------------------------|---|-------------------------------------|---|------------------------------------|

Wissler Ranch Homeowners Association Balance Sheet

| | Operating Fund | Firewise Fund | Total Operating Fund | Capital Reserve Fund | Total |
|---|----------------|---------------|----------------------|----------------------|---------------|
| Assets | | | | | |
| Cash Operating | 15,340 | 2,847 | 18,187 | | 18,187 |
| Cash Reserves | | | - | 43,756 | 43,756 |
| Assessments receivable | 33 | 297 | 330 | | 330 |
| Excess Prior Year Operating Funds to Reserves | | | | | |
| Prepaid Expenses | | | - | | - |
| Deposits | | | - | | - |
| Total Assets | 15,373 | 3,143 | 18,516 | 43,756 | 62,273 |
| Liabilities | | | | | |
| Accounts payable | 320 | | 320 | | |
| Accrued Expenses | | | - | | - |
| Prepaid Assessments | | | - | - | - |
| Income taxes payable | | | - | - | - |
| Income taxes payable | - | - | - | - | - |
| Total Liabilities | 320 | - | 320 | | 320 |
| Fund Balance | 15,053 | 3,143 | 18,197 | 43,756 | 61,953 |

| Date | Ref/Check | Description | Amount | Balance | Category | Memo |
|-----------|-----------|---|---------|---------|-------------------------|--|
| 5/16/2016 | | Overpayment Reimbursement | (15) | 19,446 | Annual Assessments | Online Pmt |
| 5/16/2016 | | Overpayment Reimbursement | (165) | 19,191 | Annual Assessments | Online Pmt |
| 5/16/2016 | | Web Services and Domain Name Annual Fee | (90) | 19,356 | Administrative | Online Pmt |
| 5/26/2016 | | Weed Spray Common Area Path | (400) | 18,791 | Common Area Maintenance | Online Pmt |
| 5/27/2016 | 995165 | Certified Mailing Reimbursement Dues NonPayment | (13) | 18,758 | Covenant Compliance | Check |
| 5/27/2016 | 995164 | Refreshments Reimbursement Annual Meeting | (20) | 18,771 | Administrative | Check |
| 6/9/2016 | | Lights, Mail Box Structure | (38) | 18,720 | Utilities | Elec Pymt Mountain View Web 0056822102 |
| 6/9/2016 | | Lights, Street | (245) | 18,475 | Utilities | Elec Pymt Mountain View Web 0100668201 |
| 6/10/2016 | 995166 | Flyer Reimbursement | (4) | 18,471 | Fire Mitigation | Check |
| 7/7/2016 | | Lights, Mail Box Structure | (39) | 18,432 | Utilities | Elec Pymt Mountain View Web 0056822102 |
| 7/7/2016 | | Lights, Street | (245) | 18,187 | Utilities | Elec Pymt Mountain View Web 0100668201 |
| | | Payments Total | (1,274) | | | |
| | | Balance | | 18,187 | | |
| Date | Ref/Check | Description | Amount | Balance | Category | Memo |
| 5/9/2016 | | Daily Ledger Bal | | 43,756 | | |
| | | Payments Total | - | | | |
| | | Balance | | 43,756 | | |