

**Mota Ranch HOA**  
**BOARD OF DIRECTORS MEETING MINUTES**  
July 19, 2010

BOARD MEMBERS PRESENT: Secretary, Thomas Bjerk, Treasurer Tom Spohn  
Director Linda Creighton, and, Director Michelle  
Crawford  
BOARD MEMBERS ABSENT: President Christie Chu  
MANAGEMENT: Caroline McCormick, CCAM, CMCA of Association  
Communications Inc.  
OWNER'S PRESENT: 6 homeowners attended the meeting.

CALL TO ORDER

Michelle Crawford called the Meeting to order at 7:06 PM at Calvary Temple Church, 4725 Evora Rd.

The Board met in executive session just before the meeting to discuss member discipline and waived the fines for 731 Azores Cir.

COMMITTEE REPORTS

**Architectural:** Schleyers Chair

*Management suggests that you adopt the KELLEY MOORE STANDARD COLOR PALLETE as your paint guideline.*

**Garage Sale:** Jackie Ferris

The garage sale was July 10, 2010. About 20 participants coordinated by a local realtor. Clarence Wilkins of Prudential.

**Landscape:** Jennifer Kerns

D&H proposal for \$4,281 for improvements was approved last month. The walkthrough held Thursday 6/10 with D&H went fine, we walked SFH and TH and derived a list of maintenance items to do. Is canal water a possibility? Consider turning off the water meters in the off season to save \$66/meter.

Next meeting Friday July 30 at 1 PM.

**Website:** Jennifer Kearns, [www.MotaRanch- HOA.com](http://www.MotaRanch-HOA.com)

It's up to date.

APPROVAL OF THE MINUTES

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the minutes of June 2010, as written.**

TREASURER'S REPORT

The balance sheet for both SF and TH are read.

**A motion is made and duly seconded and it is, therefore, unanimously resolved to Approve the Treasurer's Report and send the following accounts to collections: 234SF.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to Foreclosure on 576<sup>TH</sup>.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to foreclose account: 116<sup>TH</sup>.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to forward the following account 101TH and 511<sup>TH</sup> for personal obligation.**

#### HOMEOWNER'S CONCERNS

It is reported that the townhomes grass is dry and that there is a leak at the park at the curb 20 feet from the mailboxes.

#### UNFINISHED BUSINESS

9-07-5: TH Construction – **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve change orders Change Orders #1 for \$5,788 and #7 increasing the Rear Deck plan by budget from \$330-\$370 location for a NTE \$4,400 to \$4,958.06.**

Management to report to Sigler that the open siding is causing the insulation to blow around, please use plastic or button up more quickly, 302 reports that upon opening his cantilevered deck additional dry rot was found, 215 reports being stood up by GB Group for a key turnover (suggest lock box). OPEN ITEM.

1-09-1: Green Policies – CLOSED ITEM.

1-09-1: Fire Unit – The interior repairs are commencing. OPEN ITEM.

2-10-1: CERT Training – Move to a committee report. CLOSED ITEM.

4-10-2: Weed Abatement – Management to inspect 7/30 and provide D&H a week to complete the job. CLOSED ITEM.

4-10-3: Tot Lot – Management to obtain three bids for fall material for the Azores Tot Lot. OPEN ITEM.

5-10-2: Irrigation - **A motion is made and duly seconded and it is, therefore, unanimously resolved to approve Phase II of the irrigation upgrade**

for \$49,000. OPEN ITEM

6-10-1: CPA - A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal from Kirby and Forbes to review the FYE 9/30/10 financial statements for \$2,200. OPEN ITEM.

6-10-2: 2010-11 Budget - A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposed budget with no increase for SFH and a 3% for TH. OPEN ITEM.

#### NEW BUDGET

7-10-1: Townhomes Repayment – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve repaying the SFH \$56,000 loaned to TH upon receipt of the loan proceeds. Management to place it on the balance sheet. CLOSED ITEM.

#### ACTION ITEMS

**2010 Meeting Schedule:** 3<sup>rd</sup> Tuesday

August – Insurance Renewal, reserve study update

September – no meeting (every June thereafter)

October -

November – Annual Meeting

**Newsletter:** Send Statement of account quarterly to townhomes owners.

With the construction, people are reporting seeing more critters seeking shelter from the heat or that have been disturbed by the construction. Ask for volunteers for emergency services specialists to assist the disaster preparedness committee.

#### ADJOURNMENT

The Board adjourned the regular meeting at 9:08 P.M.

Respectfully submitted,

Tom Bjerck, Secretary for  
Mota Ranch OA

***Mota Ranch OA***  
**2010 Resolution**

CPA – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the CPA report and mail it to the membership.

Residing Project - A motion is made and duly seconded and it is, therefore, unanimously resolved to approve CL Sigler's recommendation to negotiate with GB Group in regard to the contract cost, contract duration and commencement, and financing and to award the painting contract and award the painting contract to Nancy Kahn for \$140,000. Total budget for the project is \$2,399,000.

Fire Unit- A motion is made and duly seconded and it is, therefore, unanimously resolved to approve CL Sigler's recommendation to award the contract to GB Group whose bid is \$157,858.

Investments – A motion is made and duly seconded and it is, therefore, unanimously resolved to invest the townhomes construction money in short term 5 and 9 month promotional CD's from First bank at 1.30 % and invest \$25,000 of the SF monies in a Ginnie Mae account with Morgan Stanley.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the reimbursement of Tom Spohn in the amount of \$79.48 for construction materials for installation of a sign.

Cement Review – Trip Hazards - A motion is made and duly seconded and it is, therefore, unanimously resolved to approve The proposal from Safe Sidewalks to level the identified trip hazards of raised concrete over ¼ inch for \$3,496.50.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve closing all CD's as they renew for construction funding.

TH Construction – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the following: the board appoints a committee of any three Board members to make interim decisions such as immediate decisions regarding reconstruction issues (color selection, product selection, small change orders, etc).

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the siding choice of “Rustic Cedar”; the Milgard “Montecito” window with an option to upgrade to the “Montecito”; approve the budget reduced to \$2,336,100; and approve the trim choice of harditrim .**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve CL Sigler to approve routine change orders at a maximum of \$500 per unit.**

**Fire Unit – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the budget of 233,800.**

**Meeting Date – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve moving the monthly meeting date back to the third Tuesday of the month beginning in May.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to assess a fine to two owners.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to accept \$6,000 as payment in full from 402TH and deed the lot to the new owners.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve RFI #3 for \$48,000 (worst case scenario) due to flashing inadequacies at the shear walls. A motion is made and duly seconded and it is, therefore, unanimously resolved to approve replacing the utility doors in marine grade plywood for \$29,000. A motion is made and duly seconded and it is, therefore, unanimously resolved to approve a no cost change order for the product substitutions with James Hardi instead of CertainTeed, James Hardi wrap system and trim (except at the doors and fascia). A motion is made and duly seconded and it is, therefore, unanimously resolved to replace the trim with wood as opposed to James Hardipanel due to the perforation problems. A motion is made and duly seconded and it is, therefore, unanimously resolved to replace the non code compliant hand rails with for \$8,800.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the D&H proposal for \$4,281 for improvements.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal from D&H to abate the weeds by May 21, 2010.**

**A motion is made and duly seconded and it is, therefore, unanimously resolved to approve an accounting update from Murray Joseph for \$886 + \$150 for the disclosure form.**

TH Construction – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve change orders Change Orders #3 \$818.15, #5 \$4,208.71 and 6 for \$2,907.54.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve Sigler's request to increase to \$1,000 per unit change order allowance.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the Rear Deck plan by temporarily remove and replace the ledger, flash, and reattach deck to ledger and cut off end of the joist and add extra ledger for \$330-\$370 location for a NTE \$4,400.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the Rear Deck plan by temporarily remove and replace the ledger, flash, and reattach deck to ledger and cut off deck joist and add extra ledger if necessary.

The architectural details: arches and vents, were approved.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the 329 Rosemarie Beam repair \$476.42.

A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the colorist recommendations as presented including 3 alternate front door colors.

Fire Unit – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve change order #F1 for 1,470, F2 \$908.41 and F3 \$927.

TH Construction – A motion is made and duly seconded and it is, therefore, unanimously resolved to approve change orders Change Orders #1 for \$5,788 and #7 increasing the Rear Deck plan by budget from \$330-\$370 location for a NTE \$4,400 to \$4,958.06.

Irrigation - A motion is made and duly seconded and it is, therefore, unanimously resolved to approve Phase II of the irrigation upgrade for \$49,000.

CPA - A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposal from Kirby and Forbes to review the FYE 9/30/10 financial statements for \$2,200.

2010-11 Budget - A motion is made and duly seconded and it is, therefore, unanimously resolved to approve the proposed budget with no increase for SFH and a 3% for TH.

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