

## Deerwood Park HOA Board Meeting Notes

When: April 30, 2024

Where: Via Videoconference

Attendees: Richard Alfonso (RA), President, Tony Gestido (TG), Treasurer, Reynaldo Ortega (RO), Andy Brown (AB), Secretary and Ben Sanchez (BS)

Quorum was met and the meeting started at 7:00pm.

February meeting minutes were sent by AB and reviewed by all. TG motioned to approve, RA seconded the motion, and all unanimously agreed.

### Financials

March 2024 financials were presented and reviewed. RA motioned and AB seconded the motion to accept the financials. All unanimously agreed.

### General Topics

1. RA requested an invoice from Heather Klein (HK), HOA attorney, for the properties with a current lien. In addition, a proposal was requested for starting the foreclosure process on the four properties.
2. RA also clarified a misunderstanding on the current status of liens on the property where the tiny house used to stand as there is only one lien for the current outstanding dues. There are no other liens on this property as confirmed by Heather Klein. HK has provided the Board with a letter clearly detailing the lien status.
3. It is worth noting that the liens must be actioned annual otherwise they expire.
4. TG motioned to start the foreclosure process on the current four properties with a lien. RO seconded the motion. All unanimously agreed.
5. AB made a motion for three proposals for road repairs. RA seconded the motion. All unanimously agreed.

### Budget 2025

2025 "Draft" budget was presented and discussed. The following key items were discussed:

- There are currently 220 total lots in Deerwood Park
- There are 9 combined lots that are grandfathered in
- There are currently 76 homes. (Including the two in the building process).
- Accounting fees consist primarily of monthly booking keeping costs

- Accounting fees do NOT consist of audited financial statements, which is required by the HOA By Laws. RA highly recommends doing audited financials and motioned to proceed TG seconded, all unanimously agreed.

As per our bylaws: Article IX Section 7 (d)

Treasurer – “keep proper books of account, cause an audit of the association books to be made by an independent certified public accountant at the completion of each fiscal year”

If the community votes for audited financial statements at the annual HOA meeting, this will need to be added to the 2025 budget.

- Placeholder legal expenses are required, however, with the expectation they can be collected eventually
- Gazebos throughout the community need repairs. Cost includes fountains, landscaping, replacing wood, painting, life preservers etc.
- Landscaping costs will increase as the current contract expires in 2025. To a cost of \$3800 per cut (14 cuts per year). This cost does NOT include mulch, trimming, pruning etc.
- Landscaping for entrances as part of the Beautification Project will require a special assessment. Statement of Work (SOW) for landscaping will be done by TG and submitted to the Board. Board will the proceed to obtain proposals
- Beautification Committee to confirm pricing provided by vendor will remain in effect until Spring 2025 which is the expected completion timeline
- Garbage remains an issue within the community and pricing is being obtained by AB for either and additional pick up or placement of additional trash containers
- Gate maintenance costs currently for routine repairs. Upgrade of gates would require a special assessment
- A discussion was held regarding the frequency of annual dues and if the frequency should be changed (i.e. quarterly, semiannual). This will require a vote at the annual HOA meeting
- Other miscellaneous expenses were discussed

### Other Matters

Annual HOA meeting tentatively scheduled for October 19<sup>th</sup>, at 10am

HOA 4<sup>th</sup> of July picnic will be held on Saturday, July 6<sup>th</sup> at 4pm. Hot dogs/hamburgers will be provided. All homeowners are welcome to enjoy the fireworks display at 9pm.

Next Board meeting to be held in June with the focus of completing the 2025 budget.

Topics which will require voting at the annual HOA in October are as follows:

1. Frequency of annual dues
2. Special assessment for landscaping entrances

### 3. Audited financial statements

Meeting was adjourned at 8:05pm

#### Actions to be carried forward:

Action	Owner
Road repair proposals	TG
Statement of Work (SOW) for landscaping	TG
Garbage proposals	AB