



## Deerwood Park HOA Board Meeting Minutes

When: December 19, 2023  
Where: Via Videoconference  
Attendees: Richard Alfonso (RA), President, Tony Gestido (TG), Treasurer and Reynaldo Ortega (RO), Secretary, Andy Brown (AB)  
Absent: Ben Sanchez (BS)

Quorum was met and the meeting started at 7:12 pm.

Board reviewed and accepted the prior two meeting minutes (October and Annual Meeting). October minutes need to be uploaded to HOA website. AB to action accordingly.

### **Board Nominations**

Nominations for board positions were discussed and approved as follows:

- RA to remain as President
- TG – Treasurer
- AB – Secretary
- RO and BS no nominations at this meeting

All nominations for Board positions were unanimously approved.

The minutes for the September board meeting were approved. Tony motioned to approve. Seconded by Andy. All voted in favor.

The minutes for the October Annual Meeting were approved. Tony motioned to approve. Seconded by Rey. All voted in favor.

### **Financials/Budget**

October and November financials were not available as of meeting date for review. Therefore, the Board members focused on the past-due accounts. Following was discussed:

- Heather Klein, lawyer was paid for filing of liens on past due accounts
- No response has been received as of meeting date from past-due homeowners
- Next step is to proceed with foreclosure process and the county places the property up for auction

TG motioned for foreclosure process to commence effective immediately. Seconded by Andy Brown. All were in favor.

Accountant will be sending out next year statements on dues on January 3, 2024.

All discussed the need to focus in 2024 on the 2025 budget. There will be a general budget which covers all reoccurring expenses and a second budget that will change yearly based on improvement projects selected. This will be taken to a community vote if special projects will be added yearly as a special assessment.

All board members agreed that sharing early (preferably in June) the proposed budget for 2025. This will allow ample time for all homeowners to review and discuss with board before the HOA Annual Meeting.

RO suggested doing a 4<sup>th</sup> of July event for all homeowners as a meet-and-greet and will also serve as a great opportunity to discuss and homeowner feedback on the proposed budget and projects for 2025. All agreed. This will be announced in the holiday email to be sent by AB and uploaded to the HOA website.

RA has a draft 2025 general budget in progress. This will be shared with all Board members for review and to be discussed in the January meeting.

AB mentioned that positive feedback has been received on the landscaping (trimmings) being done by Shorty. Current landscaper contract terminates end of 2024. Consideration is being given to changing landscaping company for 2025.

### **General Topics**

1. TG discussed the need for a new construction protocol to be put in place for new constructions and the re-establishment of a “road impact fee” for new constructions. RA mentioned that the impact fee did not work in the past as it was not applied consistently.

2. A motion was made, by Tony, that starting on January 1, 2024, there will be a \$2,000 road impact fee for any new home construction in Deerwood Park. This is a non-refundable payment. The payment will be made to the Deerwood Park HOA at the start of new construction. The motion was seconded by Rey Ortega. The Board unanimously agreed to apply the “road impact fee” effective on January 1, 2024. The criteria for collecting the fee will be as follows:

- Fee is “non-refundable”
- A motion was made that any remodel construction on existing homes, that add 25% gross square feet or more to the structure, a non-refundable \$2,000 road impact fee will be paid to the Deerwood Park HOA at the start of construction, to be submitted with the ACC form. Fee will apply to improvements made for “anything attached to the home.” The motion was made by Tony G. Seconded by Andy Brown. The motion was passed with all in favor.

This impact fee will help defray the cost of any road repair that is necessary from the use of construction vehicles. If the entire amount of the fee is not used it will be rolled over into a road repair fund.

TG will update the architectural form on the HOA website with the new fee protocol. This will also be included in the holiday email to be sent by AB.

AB noted that the clubhouse renovations were completed. A deep cleaning needs to be performed and monthly thereafter. TG will coordinate looking for a potential cleaning company.

The meeting date in January 2024 is pending.

Motion to adjourn meeting was done by Rick Alfonso, seconded by Tony Gestido, all were in favor.

The Meeting was adjourned at 8:09pm

**Actions to be carried forward:**

Action	Owner
Board position nominations for RO and BS	RA
October minutes and financials to be uploaded to HOA website	AB
Share draft 2025 budget with all board members	RA
Each Board member to come up with a "special project" for 2025	ALL
4 <sup>th</sup> of July meet-and-greet to be uploaded to HOA website	AB
Architectural form to be updated to include "road impact fee"	TG
Road impact fee notice to be uploaded to HOA website	AB
Cleaning person needs to be hired for cleaning clubhouse bathrooms	TG