



DEERWOOD

EXECUTIVE BOARD MEETING

June 18, 2023

Meeting Called to order by Rick at 6:00 P.M via Zoom

PRESENT: Rick Alfonso, Jessy Trujillo, Tony Gestido, Rey Ortega

ABSENT: Jessica Lopez

APRIL MINUTES

A correction was suggested by Tony to change the last paragraph to read: “Board wants to replace all existing gates with new iron gates to match the main entrance gate.”

Motion made by Rick to approve the April Minutes. Approved by Tony, Rey and Rick. Jessy abstained from voting due to the fact he was not present at the April meeting.

FINANCIALS

Motion to approve May financials: All in favor.

For the purpose of segregating the regular HOA dues from the Special Assessment income, two accounts have been established—one for the regular HOA dues and a second one for the Special Assessment income.

The aging report reflects approximately \$40,000 still owed the HOA. On July 1, lien notices will be sent out to collect the delinquent accounts on both the HOA dues and the Special Assessment. Late fees will be applied accordingly.

Tony asked for clarification appearing on the bank cards. HOA credit card has a “0” balance. All charges are paid on time. Bank card charges reflect the fees imposed to homeowners who pay by credit card for bank services.

Tony needed clarification on checks made out to our maintenance vendor. Three checks were issued in one month. Two of the checks were for \$2,650, the routine set rate paid to the vendor for two cuts a month. This hasn’t changed in three years. The \$1,200 was issued to the vendor for a clean up after a severe wind storm that passed through DW.

A 2024 budget will be prepared. We want to propose changing our dues from June-May to a fiscal year of January 1st to December 31st. Details will be prepared for annual meeting.

Jessy stated a concern: "For emergencies and to expedite vendor payments, the HOA checkbook was passed down to me since I was the only Board member permanently residing in Deerwood Park. This would prevent delaying vendor payments. Holding the HOA's check book and issuing checks to vendors from home has interrupted my privacy. I will be turning the checkbook over to the accountant's office. All payments to vendors will have to be made from the accountant's office."

Tony requested all vendor invoices be emailed to ALL Board members for approval before issuing payment.

LAWN MAINTENANCE

Jessy reported that the landscaping vendor requested a raise to help keep up with the increased living expenses. Vendor has a signed contract for four years with a set price of \$2,650.00 per cut, two cuts a month. It was decided by the Board that if the vendor no longer wishes to honor the contract he signed for the set price, he needs to put in writing that he is terminating the contract. We will then search for other vendors.

CLUBHOUSE UPDATE

Jessy: Brand new roof installed. All exterior painted. Three double doors replaced. New deck/stairs built in front of main door.

TO DO: All windows will be replaced. New AC installed. Meter room fixed and painted, the bathrooms will be cleaned, and the interior painted.

OLD BARN RD POND FOUNTAIN

Jessy: Fountain has not been working. An electrician who came out to look at it said It was not initially installed properly by the electrician who was hired to install. There was an electrical short that caused water to seep inside the electrical connection that was supposed to be water tight. However, the electrician is not interested in doing the job. A third electrician was recommended by a member of the community but is unavailable for at least two weeks. He asked we call him back and he will put us on the schedule. Once we find an electrician, we will get a quote to repair. *(Update: fountain has been repaired.)*

HOMEOWNER'S MAINTENANCE

Some individual homes and lawns need attention. Fencing and posts are coming apart. Board members will reach out to the individuals to help correct the issue.

RESEARCH INTO MANAGEMENT COMPANIES

Rick: Cedar Management Company is being researched as a possible candidate if owners are open to the concept of hiring a management company to assist with the HOA.

The possibility of hiring a third-party attorney referred by the Cedar Management Company to have our Declaration of Restrictions & ByLaws analyzed. DW is in need of a second legal opinion as to what the Board of Directors of DW has the authority to do.

Tony: We need to establish a violation policy and dues collection policies. At this time, we have none.

Motion by Tony: Hire a third-party attorney to review our association documents. In favor: Tony and Rick. Opposed: Jessy

Misc: There will be two available Board positions for Board members in October.

Motion to adjourn 7:30 p.m. All in favor.