

**VILLAGE AT OASIS HOME OWNERS' ASSOCIATION  
BOARD MEETING MINUTES**

Monday, September 11, 2023  
9:00 AM

Location: Oasis Clubhouse, Canyon Room

Directors in attendance: Bill Clifford, Tony Thomas, Kathryn Dodds, Terry Wicks

Directors Absent: Susan Guerrini

Management in attendance: Lauris Bateman, Duane Rohrbaugh, April Molitoris

Owners in Attendance: Numerous owners as evidenced by roll call

**Called to Order:**

Bill Clifford, President, called the meeting to order at 9:00 AM. A quorum was established with four of the five members in attendance.

**Open Forum - Agenda Items**

No agenda-related topics were brought forward;

**Secretary's Report**

*A motion was made and seconded that the minutes for the Board Meeting held June 5, 2023 be approved as amended..*

*T. Thomas (motion), T. Wicks (second), motion passed unanimously.*

**Disclosure of Executive Session**

**Meeting held February 6, 2023**

The disclosure for the February 6, 2023 executive session meeting were included in the minutes of the February 6, 2023 meeting. Disclosure of the executive session meeting held June 5, 2023 will be included on the agenda for the meeting scheduled for November 6, 2023.

**Meeting held September 11, 2023**

Contract Review

Delinquency

Legal Matters – Water Intrusion

**Treasurers Report**

**Financial statement review**

*A motion was made and seconded that the Board is ratifying that a sub-committee of the Board have received and reviewed the Association financial statements of May, 2023 through July, 2023, independent of a board meeting and in conformance with Civil Code §5500.*

*K. Dodds (motion), T. Wicks (second), motion passed unanimously*

The unaudited financial statements, for the period ended July 31, 2023, are attached to the meeting minutes.

*A motion was made and seconded ratifying the approval (made by Bill Clifford and Kathryn Dodds) for a reserve fund transfer request on June 21, 2023, in the amount of \$105.00 for the following item*

<i>BRS Roofing</i>	<i>Replace broken tile</i>	<i>\$ 105.00</i>
--------------------	----------------------------	------------------

*K. Dodds (motion), T. Thomas (second), motion passed unanimously.*

*A motion was made and seconded ratifying the approval (made by Bill Clifford and Kathryn Dodds) for a reserve fund transfer request on July 25, 2023, in the amount of \$467.75 for the following items*

<i>Kathryn Dodds</i>	<i>Reimbursement for pressure valve evaluation – Unit 155</i>	<i>\$ 63.75</i>
<i>Rick Thomas</i>	<i>Reimbursement for pressure valve Replacement – Unit 105</i>	<i>1,300.00</i>

*T. Wicks (motion), T. Thomas (second), motion passed unanimously.*

*A motion was made and seconded ratifying the approval (made by Bill Clifford and Kathryn Dodds) for a reserve fund transfer request on August 21, 2023, in the amount of \$43,545.00 for the following item*

<i>BRS Roofing</i>	<i>Roof recoating</i>	<i>\$42,785.00</i>
<i>Rivera Roofing</i>	<i>Rain gutters – Unit 119</i>	<i>760.00</i>

*K. Dodds (motion), T. Wicks (second), motion passed unanimously.*

## **Management Report**

### **Village Update**

The management report is included as an attachment to the minutes.

### **Approval of Upcoming Projects**

*A motion was made and seconded to approve the proposal presented by JC Building for \$300.00 to repair stucco damage on Unit 145.*

*T. Thomas (motion), T. Wicks (second), motion passed unanimously.*

## **Continuing Business**

### **Master Concerns from Village**

No concerns were brought forward.

## **New Business**

### **Approval of reserve study**

Approval of the reserve study was tabled until the next meeting.

### **Approval of TIE proposal for Annual Meeting**

*A motion was made approving The Inspector of Elections proposal to act as the inspector of election at the Village at Oasis 2024 Annual Meeting for a base price of \$900 and estimated cost of \$280 for direct expenses to include ballot mailing, for a total of \$1,180.*

*K. Dodds (motion), T. Wicks (second), motion passed unanimously.*

### **Approval of Year-end Financial Review and Tax Preparation**

*A motion was made approving the Newman proposal of \$2,900 for completion of the 2023 Village at Oasis Homeowners Association Financial Review and 2023 tax return preparation. T.; Wicks (motion), K. Dodds (second), motion passed unanimously.*

### **Owner Request**

Unit owner 145 requests that weed cloth and decorative rocks be replaced in limited common area where HOA removed a tree stump, at owners request, and displaced the weed cloth and rocks. Owner also requests stucco repairs on building exterior.

*A motion to deny, without prejudice, and refer owner request to the Master with the exception of the stucco repair which is approved. K. Dodds (motion), T. Thomas (second), motion passed unanimously.*

### **Rules and Regulations Amendment/Additions**

The board was presented with an edited version of the current Oasis Villa Resort Homeowners Rules and Regulations.

*A motion was made and seconded to approve the Village at Oasis Homeowners Association Rules and Regulations as presented to the Board with the addition of the Air Conditioning rule, if approved at the Master Board meeting, the visitor entry rule and the Solar Panel Rule. K. Dodds (motion), T. Thomas (second), motion passed unanimously.*

The proposed Rules and Regulations will be mailed to all owners within 15 days and allows for a 28-day owner comment period with proposed adoption of these policies at the next open meeting.

### **Spectrum Contract Update**

This is a Master issue but management continues to work with Spectrum to renew contract.

### **Open Forum**

The following topics were brought forward

- Water intrusion claims have been forwarded to attorney and are a legal issue that was included in executive session
- Exception work done by landscapers
- Roofing repair status
- Decking schedule is two months behind but is expected to be completed
- Suggestion to merge the two maintenance associations

### **Adjournment**

The meeting was adjourned at 9:53 am PDT.

I hereby certify that that the foregoing is a true and correct copy of the minutes of the Village at Oasis Homeowners Association Board held on Monday, September 11, 2023

  
Susan Guerrini, Secretary

  
Date

HOA-Village at Oasis  
Balance Sheet  
For the Seven Months Ending July 31, 2023

**ASSETS**

Current Assets		
Operating Checking B of A	\$5,428.45	
Operating Savings B of A	\$10,498.39	
Reserve Savings B of A	\$402,744.91	
Account Receivable (HOA Fees)	\$392.41	
Allowance for Doubtful Accounts	(\$500.00)	
Prepaid Expenses	\$2,334.92	
Due (to) from Reserves	\$28,124.79	
Total Current Assets	<u>449,023.87</u>	<u>449,023.87</u>
Total Assets		<u><u>449,023.87</u></u>

**LIABILITIES AND EQUITY**

Current Liabilities		
Accounts Payable	\$900.00	
Pre-Paid Fees	\$5,867.35	
Due to (from) Reserves	\$28,124.79	
Total Current Liabilities	<u>34,892.14</u>	<u>34,892.14</u>
Total Liabilities		<u>34,892.14</u>
Equity		
Reserves	\$417,934.99	
Retained Earnings	(\$109.05)	
Net Income	(\$3,694.21)	
Total Equity	<u>414,131.73</u>	<u>414,131.73</u>
Total Liabilities & Equity		<u><u>449,023.87</u></u>

HOA-Village at Oasis  
Income Statement  
For the Seven Months Ending July 31, 2023

	Current Actual	Current Budget	YTD Actual	YTD Budget	YTD Variance	Total Budget
<b>OPERATING REVENUE</b>						
Assessment Income	\$1,969.64	\$1,970.00	\$13,787.48	\$13,790.00	(\$2.52)	\$23,640.00
Late Charge Income	22.36	100.00	201.92	700.00	(498.08)	1,200.00
Interest Income	3.36	10.00	22.17	70.00	(47.83)	120.00
<b>Total Operating Revenue</b>	<b>1,995.36</b>	<b>2,080.00</b>	<b>14,011.57</b>	<b>14,560.00</b>	<b>(548.43)</b>	<b>24,960.00</b>
<b>OPERATING EXPENSES</b>						
Bank Service Charges	24.00	8.00	66.00	68.00	2.00	108.00
Insurance	48.75	49.00	341.25	343.00	1.75	588.00
Insurance:Workers Comp	63.70	0.00	127.40	0.00	(127.40)	400.00
Insurance:D&O	116.92	113.00	805.93	791.00	(14.93)	1,356.00
Postage And Delivery	0.00	0.00	127.35	200.00	72.65	400.00
Professional Fees:Legal Fees	0.00	290.00	2,258.85	2,030.00	(228.85)	3,480.00
Office Expenses	0.00	0.00	23.00	0.00	(23.00)	0.00
Pest Control	2,708.00	419.00	4,856.00	2,933.00	(1,923.00)	5,028.00
Professional Fees:Accounting	0.00	0.00	2,800.00	2,800.00	0.00	2,800.00
VI MANAGEMENT	900.00	900.00	6,300.00	6,300.00	0.00	10,800.00
<b>Total Operating Expenses</b>	<b>3,861.37</b>	<b>1,779.00</b>	<b>17,705.78</b>	<b>15,465.00</b>	<b>(2,240.78)</b>	<b>24,960.00</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(1,866.01)</b>	<b>301.00</b>	<b>(3,694.21)</b>	<b>(905.00)</b>	<b>(2,789.21)</b>	<b>0.00</b>
<b>RESERVE REVENUE</b>						
Reserve Assessment Income	9,730.94	9,731.00	68,116.58	68,117.00	(0.42)	116,772.00
W/D from Reserves	0.00	0.00	20,822.34	225,186.00	(204,363.66)	225,186.00
<b>Total Reserve Revenue</b>	<b>9,730.94</b>	<b>9,731.00</b>	<b>88,938.92</b>	<b>293,303.00</b>	<b>(204,364.08)</b>	<b>341,958.00</b>
<b>RESERVE EXPENSES</b>						
Contribution to Reserves	9,730.94	9,731.00	68,116.58	68,117.00	0.42	116,772.00
Roofs	0.00	0.00	105.00	48,046.00	47,941.00	48,046.00
Roofs-Cleaning	0.00	0.00	4,240.00	3,000.00	(1,240.00)	3,000.00
Decks, Beams, Columns	0.00	0.00	16,009.59	155,640.00	139,630.41	155,640.00
Shut-Off Valves	0.00	0.00	467.75	2,500.00	2,032.25	2,500.00
Tile/Stucco Repairs	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
Wood Beam Repair	0.00	0.00	0.00	15,000.00	15,000.00	15,000.00
<b>Total Reserve Expenses</b>	<b>9,730.94</b>	<b>9,731.00</b>	<b>88,938.92</b>	<b>293,303.00</b>	<b>204,364.08</b>	<b>341,958.00</b>
<b>RESERVE SURPLUS(DEFICIT)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET SURPLUS(DEFICIT)</b>	<b>(1,866.01)</b>	<b>301.00</b>	<b>(3,694.21)</b>	<b>(905.00)</b>	<b>(2,789.21)</b>	<b>0.00</b>



Board of Directors Meeting

September 11, 2023

**Village at Oasis  
Management Report**

Dear Directors and Owners,

The following is a recap of events that occurred since the February 6, 2023 meeting. Report prepared on 8/11/23

Village Update:

BRS completed phase two of the foam roof project with a 10-year warranty. They also replaced broken tiles at units 83 and 152.

Balcony repairs began June 5<sup>th</sup>

Unused masonry pilasters by unit 94 were removed.

Changed the gate entrance sign

Annual Palm Springs Fire Department Inspection and Fire Extinguishers exchange. The Fire Department also required the installation of a Tomar Strobe System for Emergency Access

Increased frequency of Palm Springs Disposal pick-up. The brown rubbish containers are now picked up Monday, Wednesday, and Friday.

Dewey Pest Control treated unit 160 for termites

Hurricane Hilary turned into the first Tropical Storm to hit the Palm Springs area on Sunday 8/20. Pools were closed and equipment secured.

Respectively Submitted,

Duane Rohrbaugh  
General Manager

HOA-Village at Oasis  
Balance Sheet  
For the Seven Months Ending July 31, 2023

**ASSETS**

Current Assets		
Operating Checking B of A	\$5,428.45	
Operating Savings B of A	\$10,498.39	
Reserve Savings B of A	\$402,744.91	
Account Receivable (HOA Fees)	\$392.41	
Allowance for Doubtful Accounts	(\$500.00)	
Prepaid Expenses	\$2,334.92	
Due (to) from Reserves	\$28,124.79	
Total Current Assets	<u>449,023.87</u>	<u>449,023.87</u>
Total Assets		<u><u>449,023.87</u></u>

**LIABILITIES AND EQUITY**

Current Liabilities		
Accounts Payable	\$900.00	
Pre-Paid Fees	\$5,867.35	
Due to (from) Reserves	\$28,124.79	
Total Current Liabilities	<u>34,892.14</u>	<u>34,892.14</u>
Total Liabilities		<u>34,892.14</u>
Equity		
Reserves	\$417,934.99	
Retained Earnings	(\$109.05)	
Net Income	(\$3,694.21)	
Total Equity	<u>414,131.73</u>	<u>414,131.73</u>
Total Liabilities & Equity		<u><u>449,023.87</u></u>



Board of Directors Meeting

September 11, 2023

**Village at Oasis  
Management Report**

Dear Directors and Owners,

The following is a recap of events that occurred since the February 6, 2023 meeting. Report prepared on 8/11/23

Village Update:

BRS completed phase two of the foam roof project with a 10-year warranty. They also replaced broken tiles at units 83 and 152.

Balcony repairs began June 5<sup>th</sup>

Unused masonry pilasters by unit 94 were removed.

Changed the gate entrance sign

Annual Palm Springs Fire Department Inspection and Fire Extinguishers exchange. The Fire Department also required the installation of a Tomar Strobe System for Emergency Access

Increased frequency of Palm Springs Disposal pick-up. The brown rubbish containers are now picked up Monday, Wednesday, and Friday.

Dewey Pest Control treated unit 160 for termites

Hurricane Hilary turned into the first Tropical Storm to hit the Palm Springs area on Sunday 8/20. Pools were closed and equipment secured.

Respectively Submitted,

Duane Rohrbaugh  
General Manager



HOA-Village at Oasis  
Income Statement  
For the Seven Months Ending July 31, 2023

	Current Actual	Current Budget	YTD Actual	YTD Budget	YTD Variance	Total Budget
<b>OPERATING REVENUE</b>						
Assessment Income	\$1,969.64	\$1,970.00	\$13,787.48	\$13,790.00	(\$2.52)	\$23,640.00
Late Charge Income	22.36	100.00	201.92	700.00	(498.08)	1,200.00
Interest Income	3.36	10.00	22.17	70.00	(47.83)	120.00
<b>Total Operating Revenue</b>	<b>1,995.36</b>	<b>2,080.00</b>	<b>14,011.57</b>	<b>14,560.00</b>	<b>(548.43)</b>	<b>24,960.00</b>
<b>OPERATING EXPENSES</b>						
Bank Service Charges	24.00	8.00	66.00	68.00	2.00	108.00
Insurance	48.75	49.00	341.25	343.00	1.75	588.00
Insurance:Workers Comp	63.70	0.00	127.40	0.00	(127.40)	400.00
Insurance:D&O	116.92	113.00	805.93	791.00	(14.93)	1,356.00
Postage And Delivery	0.00	0.00	127.35	200.00	72.65	400.00
Professional Fees:Legal Fees	0.00	290.00	2,258.85	2,030.00	(228.85)	3,480.00
Office Expenses	0.00	0.00	23.00	0.00	(23.00)	0.00
Pest Control	2,708.00	419.00	4,856.00	2,933.00	(1,923.00)	5,028.00
Professional Fees:Accounting	0.00	0.00	2,800.00	2,800.00	0.00	2,800.00
VI MANAGEMENT	900.00	900.00	6,300.00	6,300.00	0.00	10,800.00
<b>Total Operating Expenses</b>	<b>3,861.37</b>	<b>1,779.00</b>	<b>17,705.78</b>	<b>15,465.00</b>	<b>(2,240.78)</b>	<b>24,960.00</b>
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(1,866.01)</b>	<b>301.00</b>	<b>(3,694.21)</b>	<b>(905.00)</b>	<b>(2,789.21)</b>	<b>0.00</b>
<b>RESERVE REVENUE</b>						
Reserve Assessment Income	9,730.94	9,731.00	68,116.58	68,117.00	(0.42)	116,772.00
W/D from Reserves	0.00	0.00	20,822.34	225,186.00	(204,363.66)	225,186.00
<b>Total Reserve Revenue</b>	<b>9,730.94</b>	<b>9,731.00</b>	<b>88,938.92</b>	<b>293,303.00</b>	<b>(204,364.08)</b>	<b>341,958.00</b>
<b>RESERVE EXPENSES</b>						
Contribution to Reserves	9,730.94	9,731.00	68,116.58	68,117.00	0.42	116,772.00
Roofs	0.00	0.00	105.00	48,046.00	47,941.00	48,046.00
Roofs-Cleaning	0.00	0.00	4,240.00	3,000.00	(1,240.00)	3,000.00
Decks, Beams, Columns	0.00	0.00	16,009.59	155,640.00	139,630.41	155,640.00
Shut-Off Valves	0.00	0.00	467.75	2,500.00	2,032.25	2,500.00
Tile/Stucco Repairs	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
Wood Beam Repair	0.00	0.00	0.00	15,000.00	15,000.00	15,000.00
<b>Total Reserve Expenses</b>	<b>9,730.94</b>	<b>9,731.00</b>	<b>88,938.92</b>	<b>293,303.00</b>	<b>204,364.08</b>	<b>341,958.00</b>
<b>RESERVE SURPLUS(DEFICIT)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET SURPLUS(DEFICIT)</b>	<b>(1,866.01)</b>	<b>301.00</b>	<b>(3,694.21)</b>	<b>(905.00)</b>	<b>(2,789.21)</b>	<b>0.00</b>