

OASIS VILLA RESORT HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES
Tuesday, September 12, 2023
9:00 AM

Directors in attendance: Lauris Bateman, Shannon Krutz (virtual), Bill Clifford, Kathy Dodds (virtual) and Michal Smyth (virtual)

Management in attendance: Duane Rohrbaugh, April Molitoris

Guests in attendance: Numerous home owners as evidenced by roll call

Called to Order

Lauris Bateman called the meeting to order at 9:00 AM. A quorum was established with all board members in attendance.

Open Forum- Agenda Items

No comments concerning agenda items were brought forward:

Secretary's Report

Approval of Minutes

*A motion was made and seconded approving the minutes for the board meeting held June 6, 2023.
B. Clifford (motion), S. Krutz (second), motion passed unanimously.*

Disclosure of Executive Session

For executive session for meeting held on September 12, 2023.

- Delinquency Review
- Contacts
- Legal

Treasurers Report

Ratification of monthly financial review approval

*A motion was made and seconded that the Board ratifies that a Board sub-committee has received and reviewed the Association financial statements for the months of May, 2023 through July, 2023, independent of a board meeting and in conformance with Civil Code §5500.
K. Dodds (motion), B. Clifford (second), motion passed unanimously.*

Review of July, 2023 financial statements

Unaudited 2023 financials through July, 2023, as presented to the board, are attached to the minutes.

Reserve Transfers

Ratification of approval for reserve fund transfers.

A motion was made and seconded ratifying the approvals, made by S. Krutz and L. Bateman, for a reserve fund transfer requested on 7/26/23, in the amount of \$20,711.54 for the following

<i>PWLC</i>	<i>Unit 116 & 161 tree removal</i>	<i>\$ 1,050.00</i>
<i>PWLC</i>	<i>Irrigation repair along Palm Canyon</i>	<i>265.00</i>

<i>Tropitone</i>	<i>Pool furniture</i>	9,079.69
<i>JC Building Systems</i>	<i>Remove pilaster</i>	350.00
<i>KAPS, Inc</i>	<i>Replace cracked spa #4 filter</i>	2,000.00
<i>KAPS, Inc.</i>	<i>Tightened hand rails spa #2 & 8</i>	160.00
<i>PWLC</i>	<i>Unit 166 irrigation controller replacement</i>	295.00
<i>PWLC</i>	<i>Palm Canyon weed abatement clean-up</i>	1,000.00
<i>The Sign Works</i>	<i>Entrance gate sign</i>	231.56
<i>Southwest Plumbing</i>	<i>Gas riser, pool #1 installation</i>	3,150.00
<i>JC Building Systems</i>	<i>Unit 80 water leakage</i>	1,976.00
<i>KAPS, Inc.</i>	<i>Repair broken main water line</i>	160.00
<i>KAPS, Inc.</i>	<i>Repair spa 8 heater</i>	236.53
<i>KAPS, Inc.</i>	<i>Repair faulty antisphon valve, pool & spa #1</i>	252.34
<i>KAPS, Inc.</i>	<i>Serviced pool & filter</i>	120.77
<i>KAPS, Inc.</i>	<i>Serviced spa #1 filter & replace faulty grid</i>	384.65

B. Clifford (motion) K. Dodds (second), motion passed unanimously.

Management Report

The management report is attached to the minutes

Upcoming Projects

Based upon approval, the following projects are scheduled for completion in the coming months.

Project Description	Vendor	Proposal Amount	Budgeted (Y/N)	Budget Category
Asphalt repairs	Asphalt MD	6,985	Y	6372- Concrete & Asphalt
Replace pool salt systems (8 pools)	KAPS, Inc.	22,500	Y	6351-Pool salt cells
Pool 4 decking resurfacing	Cooper Coatings	41,200	Y	6346-Pool/spa deck resurfacing
Pool 4 pool & spa remodel	Master Pool & Spa	53,650	Y	6345-Pool/spa resurfacing
	Total	124,335		

A motion was made and seconded approving the proposal, submitted by Asphalt MD, to repair asphalt in six roadway locations, for a proposed amount of \$6,985.

S. Krutz (motion), B. Clifford (second), motion passed unanimously.

A motion was passed to accept the KAPS, Inc. proposal to replace salt water pool systems and salt cells at eight pools for an amount of \$22,500.

B. Clifford (motion), S. Krutz (second), K. Dodds was absent when voted, motion passed.

The Board feels that, given the magnitude of the pool and decking project, a Request for Proposal (“RFP”) be submitted to contractors. Director Clifford and Duane Rohrbaugh will work together to prepare the RFP. The Board agrees that the work *should not* be done during high season. A special board meeting will be scheduled, if proposals can be obtained in a timely manner, allowing work to be completed this fall.

A motion was made and seconded to table the approval of the pool and spa resurfacing and deck replacement project until an RFP can be developed and new proposals received.

B. Clifford (motion), S. Krutz (second), motion passed unanimously.

Architectural Committee Report

See attached report.

A motion was made and seconded approving the Architectural Committee report.

B. Clifford (motion), S. Krutz (second), motion passed unanimously.

Continuing Business

Approval of Rule for Air Conditioner Replacement

The following rule for air conditioner replacement was presented to the Board.

“Rule for Air Conditioner Replacement

Prior to the replacement of a rooftop air conditioning unit, an owner must complete and submit the following documents to the Architectural Committee.

- Request for Architectural Change form
- Construction Notification form

Approval from the Architectural Committee must be received prior to commencement of work.

Upon completion of installation, a final inspection, to be paid by owner, must be completed by the roofing company providing the most recent roofing warranty, and submitted to management.

In unusual or exceptional situations, contact HOA management or, as an alternative, a Board member, to assist in expediting the process. If approved by management or a Board member, the owner can proceed with the installation, and all required documents must be submitted within 10 days.

Note: Replacement of the air conditioning unit will require installation by a licensed contractor. “

A motion was made and seconded approving the Rule Change for Air Conditioner Replacement as presented to the Board.

B. Clifford (motion), S. Krutz (second), motion passed unanimously.

This rule change will be distributed to owners within 15 days and will be available for a 28-day comment period. All written comments can be submitted to Duane Rohrbaugh (drohrbaugh@viresorts.com).

New Business

BIA Lease

In response to an owners’ request to bring the BIA lease to the agenda, a letter from Mike Vasey, VI Resorts General Manager was presented to the Board and is attached to the minutes.

Owner Tony Thomas volunteered to provide names of attorneys with expertise in lease negotiations. The VI Resorts letter is attached to the minutes.

Approval of Annual Meeting Date

A motion was made and seconded approving March 29, 2024 as the date for 2024 Annual Meeting.

S. Krutz (motion), K. Dodds (second), motion passed unanimously.

Approval of Reserve Study

A motion was made approving the 2024 reserve study, prepared by Association Reserves, which calls for an 8 percent increase in reserve contribution.

K. Dodds (motion), B. Clifford (second), motion passed unanimously.

Approval of TIE Proposal

A motion was made and seconded approving The Inspector of Elections proposal to act as the inspector of election at the Oasis Villa Resort Homeowners Association Annual Meeting.

B. Clifford (motion), S. Krutz (second), motion passed unanimously.

Year-End Financial Review and Tax Return Preparation

A motion was made and seconded approving the Newman proposal of \$2,900 for completion of the 2023 Oasis Villa Resort Homeowners Association Financial Review and 2023 tax return preparation.

B. Clifford (motion), S. Krutz (second), motion passed unanimously.

Owner Request – Unit 145

Owner of unit 145 is requesting that weed cloth and decorative rock be replaced to preexisting condition.

A motion was made approving the request by owner of unit 145 to replace weed cloth and decorative rock in limited common area.

B. Clifford (motion), M. Smyth (second), motion denied unanimously.

Owner Request – Unit 120

Owner requests that unit repairs, resulting from water intrusion caused by Tropical Storm Hilary, be reimbursed for an amount of \$2,508.49.

A motion was made and seconded denying, without prejudice, the request and referred to HOA Legal Counsel.

B. Clifford (motion), S. Krutz (second), motion approved unanimously.

Open Forum


The following comments were brought forward:

- CC & R amendment status
- Objection to changing the CC&R's at this time
- Pool furniture replacement in small pools
- Security phone
- Pool and pool deck replacement to take 5 weeks
- Security at front gate needed to reduce theft incidents

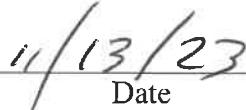
Adjournment

*A motion was made and seconded to adjourn the meeting at 10:12 AM.
B. Clifford (motion), S. Krutz (second), motion passed unanimously.*

I hereby certify, as the Secretary of the above-named Association, that the foregoing minutes were approved as the minutes of the Oasis Villa Resort Homeowners Association Board Meeting held on September 12, 2023.



Bill Clifford, Secretary



Date

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

ASSETS

Current Assets		
Bank of America	\$74,431.86	
Reserve Account	\$962,773.38	
Accounts Receivable, Dues	\$124.14	
Accounts Receivable Misc	\$1,654.00	
Due (to) from Reserves	<u>\$227,969.56</u>	
Total Current Assets		<u>1,266,952.94</u>
Other Assets		
Prepaid Expenses	<u>\$196,702.77</u>	
Total Other Assets		<u>196,702.77</u>
TOTAL ASSETS		<u><u>1,463,655.71</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$30,199.89	
Prepaid Dues	\$17,415.24	
Due to (from) Reserves	<u>\$227,969.56</u>	
Total Current Liabilities		<u>275,584.69</u>
Total Liabilities		<u>275,584.69</u>
Capital		
Reserves	\$1,196,002.11	
Retained Earnings	(\$1,154.91)	
Net Income	<u>(\$6,776.18)</u>	
Total Capital		<u>1,188,071.02</u>
TOTAL LIABILITIES AND CAPITAL		<u><u>1,463,655.71</u></u>

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

	Current Actual	Current Budget	YTD Actual	YTD Budget	YTD Variance	Total Budget
OPERATING REVENUE						
Assessment Income	\$107,399.15	\$107,400.00	\$751,794.05	\$751,800.00	(\$5.95)	\$1,288,795.00
Interest Income	8.14	12.00	62.57	84.00	(21.43)	144.00
Late Charge Income	31.75	0.00	408.39	0.00	408.39	0.00
Contribution from VI	1,654.00	1,654.00	11,578.00	11,578.00	0.00	19,848.00
Total Operating Revenue	109,093.04	109,066.00	763,843.01	763,462.00	381.01	1,308,787.00
OPERATING EXPENSES						
Payroll & Insurance						
Contract Svc. Common Area	0.00	0.00	141.00	0.00	(141.00)	0.00
Workers Comp/Misc	260.09	25.00	3,162.41	175.00	(2,987.41)	300.00
Total Payroll & Ins Exp	260.09	25.00	3,303.41	175.00	(3,128.41)	300.00
General & Administrative						
Management Fee	1,850.00	1,850.00	12,950.00	12,950.00	0.00	22,200.00
Bank Fees	3.00	0.00	115.80	0.00	(115.80)	0.00
Contract Svc. Accounting	1,200.00	1,400.00	8,400.00	9,800.00	1,400.00	16,900.00
Professional Fees, Acctg	0.00	0.00	4,123.21	6,400.00	2,276.79	6,400.00
License/Inspection Fees	0.00	0.00	0.00	700.00	700.00	7,800.00
Miscellaneous	0.00	50.00	311.81	350.00	38.19	600.00
Legal Expenses	0.00	700.00	1,050.00	10,200.00	9,150.00	13,700.00
Contract Security	2,000.00	2,000.00	14,000.00	14,000.00	0.00	24,000.00
Insurance-Liability	2,672.64	18,000.00	17,919.95	120,000.00	102,080.05	210,000.00
Insurance Claims	0.00	0.00	(3,100.00)	0.00	3,100.00	0.00
Insurance-Property	11,953.59	0.00	83,675.25	0.00	(83,675.25)	0.00
Insurance-Dir & Officers	116.92	200.00	805.93	1,284.00	478.07	2,284.00
Total General & Admin Exp	19,796.15	24,200.00	140,251.95	175,684.00	35,432.05	303,884.00
Repairs & Maintenance						
Contract Pest Control	1,384.75	167.00	3,019.75	1,169.00	(1,850.75)	2,000.00
Pool & Jacuzzi Supplies	0.00	400.00	3,056.01	2,800.00	(256.01)	4,800.00
Contract Pool Jacuzzi	7,500.00	7,500.00	52,500.00	52,500.00	0.00	90,000.00
Contract Fire Extinguisher	0.00	0.00	1,021.01	1,000.00	(21.01)	1,000.00
Repair/Maint-Driveways/Rds	0.00	100.00	0.00	700.00	700.00	1,200.00
Repair/Maint-Buildings	0.00	100.00	135.00	700.00	565.00	1,200.00
Repair/Maint-Pipes/Sprinkler	0.00	850.00	(2,854.23)	5,950.00	8,804.23	10,200.00
Repair/Maint-Pool/Spa	0.00	1,000.00	4,679.44	7,000.00	2,320.56	12,000.00
Supplies-Exterior Lights	0.00	250.00	2,190.96	1,750.00	(440.96)	3,000.00
Supplies-Tennis/Basketball	0.00	85.00	0.00	595.00	595.00	1,020.00
Contract Svc.-Landscaping	28,211.00	28,000.00	197,477.00	196,000.00	(1,477.00)	336,000.00
Landscape Supplies	0.00	400.00	201.81	2,800.00	2,598.19	4,800.00
Total Repairs & Maint Exp	37,095.75	38,852.00	261,426.75	272,964.00	11,537.25	467,220.00
Utilities						
Cable	11,820.48	5,200.00	47,290.04	36,400.00	(10,890.04)	62,400.00
Electricity	11,519.22	10,784.00	65,857.84	75,235.00	9,377.16	127,901.00
Garbage	5,158.20	4,800.00	35,034.23	33,600.00	(1,434.23)	57,600.00
Gas	13,551.64	1,536.00	150,822.97	96,311.00	(54,511.97)	137,836.00
Sewer/Water	17,450.35	13,529.95	66,634.45	69,118.47	2,484.02	131,646.00
Total Utilities	59,499.89	35,849.95	365,639.53	310,664.47	(54,975.06)	517,383.00
Total Operating Expenses	116,651.88	98,926.95	770,621.64	759,487.47	(11,134.17)	1,288,787.00
OPERATING SURPLUS (DEFICIT)	(7,558.84)	10,139.05	(6,778.63)	3,974.53	(10,753.16)	20,000.00

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

	Current Actual	Current Budget	YTD Actual	YTD Budget	YTD Variance	Total Budget
RESERVE REVENUE						
Reserve Contribution Income	22,000.35	22,000.00	154,002.45	154,000.00	2.45	264,000.00
W/D from Reserves	7,322.46	0.00	102,407.81	302,100.00	(199,692.19)	302,100.00
Total Reserve Revenue	29,322.81	22,000.00	256,410.26	456,100.00	(199,689.74)	566,100.00
RESERVE EXPENSES						
Contribution to Reserves	22,000.00	22,000.00	154,000.00	154,000.00	0.00	264,000.00
Front Gate	543.30	0.00	543.30	0.00	(543.30)	0.00
Access System	1,225.00	0.00	2,650.00	0.00	(2,650.00)	0.00
Pool & Spa	5,334.16	0.00	13,898.45	90,600.00	76,701.55	90,600.00
Pool Area Fencing and Gates	0.00	0.00	14,800.00	0.00	(14,800.00)	0.00
Pool Furniture	0.00	0.00	12,251.85	18,000.00	5,748.15	18,000.00
Pool Heaters	0.00	0.00	260.00	0.00	(260.00)	0.00
Asphalt & Concrete	0.00	0.00	9,512.40	49,000.00	39,487.60	49,000.00
Signage Program	0.00	0.00	231.56	0.00	(231.56)	0.00
Landscape & Irrigation	220.00	0.00	4,215.00	39,500.00	35,285.00	39,500.00
Electrical	0.00	0.00	2,406.00	0.00	(2,406.00)	0.00
Reserve Study	0.00	0.00	2,260.00	0.00	(2,260.00)	0.00
Beams-Dumpster Areas	0.00	0.00	10,240.00	0.00	(10,240.00)	0.00
Beams-Bus Stop	0.00	0.00	2,500.00	0.00	(2,500.00)	0.00
Lake Motors	0.00	0.00	1,938.25	0.00	(1,938.25)	0.00
Fences, Gates, Walls	0.00	0.00	350.00	70,000.00	69,650.00	70,000.00
Domestic Water	0.00	0.00	24,351.00	35,000.00	10,649.00	35,000.00
Total Reserve Expenses	29,322.46	22,000.00	256,407.81	456,100.00	199,692.19	566,100.00
RESERVE SURPLUS (DEFICIT)	0.35	0.00	2.45	0.00	2.45	0.00
NET SURPLUS (DEFICIT)	(7,558.49)	10,139.05	(6,776.18)	3,974.53	(10,750.71)	20,000.00



Board of Directors Meeting

September 12, 2023

**Oasis Villa Resort Homeowners Association
Management Report**

Dear Directors and Owners,

The following is a recap of events that occurred with the Master Association since the June 6, 2023 meeting. This report was prepared on 8/11/2023.

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

Changed the gate entrance sign

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

JC Building Systems repaired two slab leaks and one irrigation leak.

KAP's Pool Service performed several repairs to equipment. Lights, gaskets, ignitors, valves, etc. They installed variable speed pumps at spa 1, 4, 6, and replaced the filter at pool 5

PWLC repaired five irrigation leaks, cleaned up the city space along E. Palm Canyon, installed a Palm Tree between units 104 and 105. Removed two dead palms at units 116 and 161. The annual Palm Tree trimming was done in August.

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

Architectural Committee Report

September 12, 2023

Since the last meeting on June 6, 2023 the Committee received only request.

Unit 126: Owner is requesting to install artificial turf on the 9x10 feet of space between the garage and home. Owner will pay for the turf and have it professionally installed. Management took the photo and provided the site plan. The owner included the aerial photo.

Manager sent email to owner requesting additional specifications on quality of turf material and installation information, with no owner response received.

*A motion was made and seconded denying owner of unit #126 to install artificial turf.
T. Wicks (motion), T. Hofferber (second) approved unanimously.*

Currently there is no artificial turf on property in common areas and the committee is reluctant to introduce an additional element at this time. The committee agreed that artificial turf may be given consideration, if installation was proposed in limited common area. The committee suggests that the owner look at some alternatives to use in the specified space. Currently used on property are various shrub species and/or Palm Springs Gold medium size (3' – 5"). Any proposed changes to the area would necessitate approval by committee.