

OASIS VILLA RESORT HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES
Tuesday, January 16, 2024
2:00 PM

This meeting was held electronically

Directors in attendance: Lauris Bateman, Shannon Krutz, Bill Clifford,
Kathy Dodds 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 2:02 . A quorum was established with all board members in attendance.

Open Forum- Agenda Items

The following 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 November 7, 2023

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

Disclosure of Executive Session

For executive session for meeting held on January 2, 2024.

- Legal pertaining to Association documents

For executive session for meeting held on January 16, 2024.

- Contracts
- 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 October, 2023 through November, 2023, independent of a board meeting and in conformance with Civil Code §5500.

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

Review of November, 2023 financial statements

Unaudited 2023 financials through November, 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 K. Dodds and S. Krutz, for a reserve fund transfer requested on 11/1/23, in the amount of \$14,070.50 for the following

JC Bldg	Water pump replacement	\$1,075.00
JC Bldg	Sump pump maintenance	150.00
KAPS Inc	Replace Spa 8 filter	2,000.00
PWLC	Unit 81 plant replacement	300.00
KAPS Inc	Replace Pool 5 filter	2,100.00
KAPS Inc	Replace Spa 4 jet pump	2,400.00
PWLC	Unit 124 irrigation repair	250.00
VI Resorts	Pool umbrella replacement	635.36
JC Bldg	Unit 12-130 irrigation line repair	1,550.00
KAPS, Inc	Replace fountain pump between pools 7 & 8	2,400.00
JC Bldg	Front guard shack header repair	1,087.50
KAPS, Inc	Pool 8 filter routine maintenance	82.64

S. Krutz (motion), M. Smyth (second), motion passed unanimously.

Due to a possible duplication of invoices on the requests dated 11/28/23 and 12/19/23, a motion was made and seconded to table the ratifications of these reserve fund transfer requests until the next meeting.

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
Unit 120 – add drain option	PWLC	890	Y	109-61110-6450
Unit 120 drainage-concrete sloping option	JC Bldg Systems	4,100	Y	109-61110-6450
Unit 153 plant installation	PWLC	120	Y	106-60020-6245
Concrete grinding	JC Bldg Systems	16,300	Y	109-61110-6372
Pickleball court conversion 2 courts	Courtmaster	12,220	Y	Using \$14k from resurfacing Gand Slam Tennis Court
Sports courts LED lighting, fencing, pole painting	JC Bldg Systems	123,497	Y	multiple
Pool4 RFP total redo	Master Pools/Cooper Coating	85,150	Y	109-61110-6334

Pool deck/clean/repair/recoat	Aquavision (\$3,800 ea)	22,800	N	109-61110-6334
Pool 5 entry gate post	JC Bldg Systems	575	Y	109-61110-6111
Tree removal @ Unit 76	PWLC	Pending	Y	109-61110-6404
	Total	1		

A motion was made and seconded approving the proposal, submitted by PWLC, to remediate the drainage issue at Unit #120 for an amount of \$890.

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

A motion was made and seconded table the proposal to reslope the concrete at unit #120 until it can be determined the success of improving the drainage by sloping the surrounding area.

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

A motion was made and seconded to accept the proposal from PWLC install planting at Unit 153 for an amount of \$120.

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

A motion was made and seconded to table the proposal for concrete grinding and asphalt until the next scheduled meeting

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

The Board and owners were concerned about the additional noise that would be created with A motion was made and seconded to table the proposal from Courtmaster to resurface Court and stripe Grand Slam court to accommodate two pickle ball courts rather than one and to send out a survey to owners concerning the need for two pickle ball courts, acceptable noise levels and the possibility of reducing hours for using pickle ball court.

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

A motion was made and seconded to table the proposal from JC Building Systems to act as Project Manager in replacing tennis court lighting, fencing, replacing hardware and painting poles and with management to get an additional proposal from Court Master to act as Project Manager, with the possibility of partial fence replacement rather than all fencing replacement.

M. Smyth(motion), K. Dodds (second), motion passed unanimously.

Management is preparing an RFP for a total redo of Pool 4 with work anticipated to be scheduled for Summer, 2024.

A motion to accept a proposal from Aquavision to clean, repair and recoat the pool decks (with one year warranty) of Pools 1,2,5,6,7, and 8, for an amount of \$22,800 (\$3,800 each)

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

A motion to accept a proposal from JC Building Systems to replace a post on the Pool 5 entry gate for an amount of \$575

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

A motion to accept a proposal from PWLC to remove a tree at Unit 76 for an amount of \$925.

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

A motion to approve a policy of using a general contractor that will use two or more trades and with a budget that exceeds \$50,000.

B. Clifford (motion), motion died for lack of a second.

Architectural Committee Report

A motion was made and seconded approving the Architectural Committee report eliminating the contingency clause (as stated in the IDR meeting with owner of Unit 138)

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

Continuing Business

A reminder of the Construction Application as required in the Rules and Regulations.

- Plumbing is added or moved
- Electrical wiring is added or moved
- Adding or relocating gas appliances
- Any structural alterations
- Replacement or altering HVAC system

Construction Notification is **not** necessary for replacing existing gas appliances, upgrading flooring, bathroom fixtures, countertops or other household fixtures, unless any of the above apply.

A motion was made and seconded to distribute a letter clarifying the construction application.

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

New Business

Property Maintenance

A motion was made to accept a proposal, from Vacation Internationale, of \$350 per month (approximately 4 hours per week) for grounds maintenance needs, i.e. ground Light repairs cleaning sport courts after rain and wind events, cleaning trash enclosures weekly, installing holiday décor, repairs and adjustments to pool gates, etc. with management to provide a report recording hours spent on a monthly basis.

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

By Law Amendment

A motion was made to accept the amended By-Laws document which will be presented to the ownership for approval when CC&R's amendment is complete.

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

Stepping Stones Installation

It was brought to the Board's attention that some of the stepping stones on property are posing a threat of a trip hazard.

A motion was made and seconded approving the addition of a stepping stone rule to the Rules and Regulations.

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

The approved stepping stone rule reads as follows:

“All stepping stones placed in common area must be approved by Architectural Committee and buried in turf, flush with ground level. If approved by Committee, stepping stones are to be placed at owners expense for both material and labor.”

The proposed additions to the 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 this rule at the next open meeting.

Upon adoption of this Rule, management will conduct an inspection identifying **existing** stepping stones and will provide the owner with a letter, grandfathering the approval of the existing stones, or if out of compliance with the stone placement, a letter requesting that owner bury the stones to meet the Rules and Regulations requirement or removal of the stones

Open Forum

The following comments were brought forward:

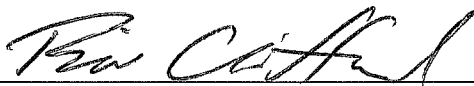
- Parking complaints
- Propose painting no parking on curbs near driveways
- Organic canisters filling quickly
- Better signage in garbage collection areas
- PWLC standard pricing for tree removal
- New Christmas decorations
- New Years Eve party appreciation

Adjournment


A motion was made and seconded to adjourn the meeting at 3:25 PM.

S. Krutz (motion), B. Clifford (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 January 16, 2024.



Bill Clifford, Secretary



Date

HOA-Oasis Villa
Balance Sheet
For the Eleven Months Ending November 30, 2023

ASSETS

Current Assets		
Bank of America	\$68,376.01	
Reserve Account	\$580,511.11	
Reserve Savings	\$504,483.69	
Accounts Receivable, Dues	\$1,480.07	
Accounts Receivable Misc	(\$9,309.51)	
Due (to) from Reserves	\$175,363.30	
Total Current Assets		1,320,904.67
Other Assets		
Prepaid Expenses	\$138,556.37	
Total Other Assets		138,556.37
TOTAL ASSETS		1,459,461.04

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$21,213.13	
Prepaid Dues	\$7,578.98	
Due to (from) Reserves	\$175,363.30	
Total Current Liabilities		204,155.41
Total Liabilities		204,155.41
Capital		
Reserves	\$1,251,001.29	
Retained Earnings	(\$1,154.91)	
Net Income	\$5,459.25	
Total Capital		1,255,305.63
TOTAL LIABILITIES AND CAPITAL		1,459,461.04

HOA-Oasis Villa
Income Statement
For the Eleven Months Ending November 30, 2023

	Current Actual	Current Budget	YTD Actual	YTD Budget	YTD Variance	YTD Budget
OPERATING REVENUE						
Assessment Income	\$107,399.15	\$107,400.00	\$1,181,390.65	\$1,181,400.00	(\$9.35)	\$1,288,795.00
Interest Income	4.77	12.00	87.55	132.00	(44.45)	144.00
Late Charge Income	43.40	0.00	537.13	0.00	537.13	0.00
Contribution from VI	1,654.00	1,654.00	18,194.00	18,194.00	0.00	19,848.00
Total Operating Revenue	109,101.32	109,066.00	1,200,209.33	1,199,726.00	483.33	1,308,787.00
OPERATING EXPENSES						
Payroll & Insurance						
Contract Svc. Common Area	0.00	0.00	1,250.20	0.00	(1,250.20)	0.00
Workers Comp/Misc	260.09	25.00	2,101.77	275.00	(1,826.77)	300.00
Total Payroll & Ins Exp	260.09	25.00	3,351.97	275.00	(3,076.97)	300.00
General & Administrative						
Management Fee	1,850.00	1,850.00	20,350.00	20,350.00	0.00	22,200.00
Bank Fees	0.00	0.00	424.80	0.00	(424.80)	0.00
Contract Svc. Accounting	1,200.00	1,400.00	13,200.00	15,500.00	2,300.00	16,900.00
Professional Fees, Acctg	(1,856.00)	0.00	5,979.21	6,400.00	420.79	6,400.00
License/Inspection Fees	0.00	0.00	7,174.00	7,800.00	626.00	7,800.00
Miscellaneous	0.00	50.00	336.92	550.00	213.08	600.00
On-site Administration	0.00	0.00	1,146.03	0.00	(1,146.03)	0.00
Legal Expenses	150.00	700.00	1,200.00	13,000.00	11,800.00	13,700.00
Contract Security	2,000.00	2,000.00	22,000.00	22,000.00	0.00	24,000.00
Insurance-Liability	2,672.64	18,000.00	28,610.51	192,000.00	163,389.49	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	131,489.61	0.00	(131,489.61)	0.00
Insurance-Dir & Officers	116.92	200.00	1,273.61	2,084.00	810.39	2,284.00
Total General & Admin Exp	18,087.15	24,200.00	230,084.69	279,684.00	49,599.31	303,884.00
Repairs & Maintenance						
Contract Pest Control	702.00	167.00	6,185.75	1,837.00	(4,348.75)	2,000.00
Pool & Jacuzzi Supplies	0.00	400.00	3,056.01	4,400.00	1,343.99	4,800.00
Contract Pool Jacuzzi	7,500.00	7,500.00	105,000.00	82,500.00	(22,500.00)	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	1,100.00	1,100.00	1,200.00
Repair/Maint-Buildings	0.00	100.00	135.00	1,100.00	965.00	1,200.00
Repair/Maint-Pipes/Sprinkler	690.00	850.00	6,610.77	9,350.00	2,739.23	10,200.00
Repair/Maint-Pool/Spa	0.00	1,000.00	5,909.43	11,000.00	5,090.57	12,000.00
Supplies-Exterior Lights	1,343.74	250.00	3,712.23	2,750.00	(962.23)	3,000.00
Supplies-Tennis/Basketball	0.00	85.00	0.00	935.00	935.00	1,020.00
Contract Svc.-Landscaping	28,211.00	28,000.00	310,321.00	308,000.00	(2,321.00)	336,000.00
Landscape Supplies	0.00	400.00	201.81	4,400.00	4,198.19	4,800.00
Total Repairs & Maint Exp	38,446.74	38,852.00	442,153.01	428,372.00	(13,781.01)	467,220.00
Utilities						
Cable	5,909.49	5,200.00	65,953.41	57,200.00	(8,753.41)	62,400.00
Electricity	10,044.86	10,919.00	108,382.07	117,012.00	8,629.93	127,901.00
Garbage	6,670.67	4,800.00	61,716.91	52,800.00	(8,916.91)	57,600.00
Gas	12,588.94	12,062.00	169,815.99	115,676.00	(54,139.99)	137,836.00
Sewer/Water	14,283.43	14,979.37	118,079.57	123,460.56	5,380.99	131,646.00
Total Utilities	49,497.39	47,960.37	523,947.95	466,148.56	(57,799.39)	517,383.00
Total Operating Expenses	106,291.37	111,037.37	1,199,537.62	1,174,479.56	(25,058.06)	1,288,787.00
OPERATING SURPLUS (DEFICIT)	2,809.95	(1,971.37)	671.71	25,246.44	(24,574.73)	20,000.00

HOA-Oasis Villa
Income Statement
For the Eleven Months Ending November 30, 2023

	Current Actual	Current Budget	YTD Actual	YTD Budget	YTD Variance	YTD Budget
RESERVE REVENUE						
Reserve Contribution Income	22,000.35	22,000.00	242,003.85	242,000.00	3.85	264,000.00
Reserve Interest Income	2,026.84	0.00	4,783.69	0.00	4,783.69	0.00
W/D from Reserves	8,953.68	0.00	135,408.63	302,100.00	(166,691.37)	302,100.00
Total Reserve Revenue	32,980.87	22,000.00	382,196.17	544,100.00	(161,903.83)	566,100.00
RESERVE EXPENSES						
Contribution to Reserves	22,000.00	22,000.00	242,000.00	242,000.00	0.00	264,000.00
Front Gate	0.00	0.00	543.30	0.00	(543.30)	0.00
Access System	300.00	0.00	2,950.00	0.00	(2,950.00)	0.00
Pool & Spa	6,558.03	0.00	32,731.00	90,600.00	57,869.00	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	21,966.91	18,000.00	(3,966.91)	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
Roof Repair	0.00	0.00	450.00	0.00	(450.00)	0.00
Landscape & Irrigation	2,095.65	0.00	11,005.71	39,500.00	28,494.29	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
Beams-Guard Shack	0.00	0.00	1,087.50	0.00	(1,087.50)	0.00
Lake Motors	0.00	0.00	1,938.25	0.00	(1,938.25)	0.00
Drainage Remediation	0.00	0.00	1,075.00	0.00	(1,075.00)	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	19,101.00	35,000.00	15,899.00	35,000.00
Total Reserve Expenses	30,953.68	22,000.00	377,408.63	544,100.00	166,691.37	566,100.00
RESERVE SURPLUS (DEFICIT)	2,027.19	0.00	4,787.54	0.00	4,787.54	0.00
NET SURPLUS (DEFICIT)	4,837.14	(1,971.37)	5,459.25	25,246.44	(19,787.19)	20,000.00



Board of Directors Meeting

January 16, 2024

**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 November 7, 2023 meeting. This report was prepared on 12/26/2023.

JC Building Systems repaired slab leak in Unit 58, a main water line leak at Unit 178, and installed an exterior light on the guard shack to luminate the entrance lane signage.

KAP's Pool Service performed several repairs to equipment. Gaskets, ignitors, valves, etc. They installed new circulation pump at spa 4 and spa 8. The salt cell system was installed in September and we have not experienced any mechanical issues.

PWLC replaced two irrigation controllers, performed an irrigation mainline repair at unit 76, and removed dead queen palms at units 54, 135, and 159. The post overseeding fertilization was done the week of 12/26/23. Tree trimming is scheduled for 1/29-2/6/2024.

Patton Door & Gate was called for after hours service to repair and malfunction on the resident lane gate arm.

Asphalt repairs were completed 12/15/2023.

Respectively Submitted,

Duane Rohrbaugh
General Manager