

Homeowners Association (HOA) Meeting Minutes

Date: June 10, 2025

Time: 6:45 PM

Location: Residence of Joseph Jardine

1. Call to Order

The meeting was called to order at 6:45 PM by Teresa Saubolle.

2. Attendance

Board Members Present:

- Joseph Jardine
 - Chris Arzaga
 - Dan Sharp
 - Teresa Saubolle
 - Tanner Owens
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3. Election of HOA Officers

A. President

- **Nominee:** Joseph Jardine

- **Motion by:** Dan Sharp
 - **Seconded by:** Chris Arzaga
 - **Vote:** Unanimous – 5 “I” votes
 - **Result:** Joseph Jardine elected HOA President
 - **Note:** Joseph assumed leadership of the meeting following the vote.
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B. Secretary

- **Nominee:** Teresa Saubolle
 - **Motion by:** Tanner Owens
 - **Seconded by:** Chris Arzaga
 - **Vote:** Unanimous – 5 “I” votes
 - **Result:** Teresa Saubolle elected HOA Secretary
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C. Treasurer

- **Nominee:** Dan Sharp
 - **Motion by:** Teresa Saubolle
 - **Seconded by:** Tanner Owens
 - **Vote:** Unanimous – 5 “I” votes
 - **Result:** Dan Sharp elected HOA Treasurer
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4. Compliance Review

Process:

The board reviewed all **29 pages of the photo packet** to identify violations of the CC&Rs. Secretary Teresa Saubolle documented actions for each property. Yard maintenance violations were granted blanket approval.

Approved Violations

- 12733 Ashfield – Debris/container on driveway
 - 12744 Ashfield – RV visible from street (Karen & Matthew Orozco)
 - 12957 Ashfield – RV and trailer blocking driveway (Raul & Maria Padilla Macias)
 - 12810 Carkhill – Trailer left stationary (landscaping contractor)
 - 12895 Carkhill – Incomplete backyard landscaping (with neighbor reports)
 - Multiple addresses – Weeds, yard overgrowth, lawn maintenance
 - Devonshire – Overgrown shrubs
 - Unspecified – Utility trailer stored in street
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Courtesy Notices Only

- Devonshire – Dead tree
 - 16347 Fenwick – Garbage can near home (not in street)
 - Page 17 – Basketball hoop stored on street (to be relocated off-road)
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No Violation

- Garbage cans on private property, not in street

- Box truck in street (not RV) – not restricted by CC&Rs
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Tabled

- Basketball hoop rule to be formalized in future CC&R clarification or update
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5. CC&R Clarification: Trash Can Enforcement

Summary:

Trash cans are only a violation if:

- Left out beyond pickup day
- Overflowing or unsanitary
- Clearly in violation of the nuisance clause in Section 21

Board Decision:

- No further trash can violations will be issued **unless photos clearly show** one of the above conditions.
 - MGM to be notified of updated enforcement guidelines.
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6. Financial Report & Discussion

Presented by: Dan Sharp, Treasurer

Current Balances (as of June 2025):

- **Total Checking expected for 1.1 - 12.31.2025: \$67,947.48**

- **Savings:** \$9,002.00
- **Total:** \$76,949.48

Key Budget Concerns:

- Landscaping will consume ~\$64K–65K this year
- Monthly operating costs:
 - Property Management: ~\$1,000
 - Pest Control: ~\$180
 - Utilities: ~\$500
 - Pet Waste Removal: \$200

Current & Future Action Items:

1. Reassess and renegotiate all vendor contracts within 60 days
2. Possibly consolidate pet waste removal into landscaping contract
3. Consider neighborhood volunteers with clear liability boundaries
4. Treasurer to audit prior spending and report on CBH-related charges
5. Prepare financial communication for homeowners with transparency goals

7. Adjournment & Future Meetings

Meeting Adjourned:

Following Financial and CC&R discussion, the meeting was officially adjourned.

Next Meetings:

- **When:** Second Tuesday of each month
- **Time:** 6:00 PM
- **Location:** Residence of Joseph Jardine
- **Schedule Effective Through:** December 2025

8. Approval Section (for Signatures)

Name	Position	Signature	Date
Joseph Jardine	President	_____ -	_____ -
Teresa Saubolle	Secretary	_____ -	_____ -
Dan Sharp	Treasurer	_____ -	_____ -
Chris Arzaga	Board Member	_____ -	_____ -
Tanner Owens	Board Member	_____ -	_____ -