

Board Approved on: January 6, 2026

## **Yosemite Lakes Owners' Association**

### **Board of Directors Meeting Minutes**

Date: Tuesday, December 2, 2025

Time: 6:00 p.m.

Location: Clubhouse and Zoom

#### **Board Members Present:**

- Damon Wagener, President
- Doug Mattos, Vice President
- Jennifer Wargo, Treasurer
- Sandra Watkins, Secretary
- Don Davis, Director
- Tye Faria, Director
- Cheryl Bluhm, Director (via Zoom)
- Christine Sturkey, Director

#### **Board Members Absent:**

- Director Sturkey arrived at 6:06 PM

#### **Management and/or Guests Present:**

- Skyler Jewell, Executive Director, RealManage
- Beth Hatch, Community Association Manager, RealManage
- Eric Jensen, Fire Safety Task Force, Committee Member

### **1. Call to Order**

The meeting was called to order at 6:03 p.m. by President Wagener, followed by the Pledge of Allegiance, the director roll call, and the establishment of a quorum.

## 2. Pledge of Allegiance

### 3. President's Comments

President Wagener introduces Skyler Jewell, Executive Director. Introducing a guest speaker, Eric Jensen, from the Fire Safety Task Force, to speak about grazing the green spaces. Sheep or goats would graze open land to remove fuels to stop fire (objective). The Task Force recommends YLOA contract with a grazer, with YLOA providing water for the animals during the grazing. No action taken at this time.

### 4. Treasurer Report – Jennifer Wargo

4.1 For the month ending October 31, 2025, a detailed financial statement has been distributed to the Board of Directors for their review. An abbreviated financial statement with the balance sheet and income/expense statement is available in Ciranet's document library for homeowner review.

For the **Balance Sheet**: Cash in the operating accounts totaled \$1,202,485 for the period ending October 31, 2025. An additional \$116,468 in cash is held in trust by our collection attorneys, Fiore, Racobs & Powers. Cash in the reserve accounts totaled \$2,551,452 for the same period. Balance sheet cash is properly reconciled to bank accounts.

For the **Revenue/Expense Statement**: The Association recorded \$502,056 of income for the period ending October 31, 2025, and \$452,457 of expenses. The Association had an excess of income of \$49,808 for the period. All expense variances for the period were justified with a reasonable explanation and accounted for in the financial reports. A sample of checks and invoices were also reviewed for the month, with comments returned to RealManage for adjustments.

**Collections News**: Prior year 2024-25 past due assessments total \$354,771 as of October 31, 2025, down from \$536,579 as of July 31, 2025, suggesting that collection efforts over the past year have been successful in reducing the historical 15-18% delinquency rate to its current level of 8% for these prior year assessments which are now 3-15 months past due.

**Regarding Accounts Receivable**: The Association's balance sheet reflects \$1,600,580 in accounts receivable, owed to the Association. This total includes all delinquent balances owed to the Association, including assessments, fines, late fees, and administrative and collection legal costs. Of the total accounts receivable balance, delinquent assessments totaled \$1,453,782, greater than 60 days past due. Delinquent assessments are promptly pursued, in accordance with the Association's collection policy, state, and federal law.

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The Finance Committee wishes to thank the Board for moving the meetings to the beginning of the month in order to allow more time to properly review the financials and ask questions.

**IRS Update:** 2022 ACA forms were filed and accepted by the IRS. Total cost was \$231. 2023 and 2024 (January only) were also not completed, and we learned that from the IRS. No letter/fine proposal has been received by the Association for said years, but we will be catching them up shortly now that we have ensured the first year was completed successfully and accepted, prior to the due date set by the IRS.

The Finance Committee has completed its review of the true cost of RealManage and has some information to provide to the Board. The Board and Treasurer will meet to discuss and ask any additional questions of RealManage, and then have a Town Hall to present to the Community.

The Treasurer of the Yosemite Lakes Owners' Association offers the above report to the Board and members present at the board's regular meeting and recommends acceptance of these financials into the Association's corporate records.

Director Faria motioned to accept the October 31, 2025, financials as presented. The motion was seconded by Director Mattos. Discussion. **MSC 7-0 (passed).**

4.2 Old Committee Bank Accounts Motion: Director Wagener motioned to close the committee accounts, except the Equestrian Committee account, and move the monies to the operating account, and get information for each account before closure of the accounts. The Board also asks RealManage not to manage the Equestrian Committee account. The motion was seconded by Director Bluhm. Discussion. **MSC 7-0 (passed).**

## 5. Approval of Board Meeting Minutes Motion

5.1 Regular Board Meeting Minutes, October 28, 2025 – Director Bluhm motioned to approve the October 28, 2025, meeting minutes. The motion was seconded by Director Wagener. Discussion. **MSC 7-0 (passed).**

## 6. Existing Business

6.1 Clubhouse and Fairway Café ADA Projects – RealManage Construction Services is currently working on this and will hopefully have additional information before the end of the year. **No action taken.**

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6.2 Tennis Court Progress – RealManage Construction Services is working on an updated scope of work and hopes to have it to the Board in the middle of December. **No action taken.**

6.3 Pizza Kitchen Update – Director Wagener shared that Madera County has still not gotten back to him. He reached out again, and they did not get back to him. **No action taken.**

6.4 Discussion and possible action: The Treasurer recommends that the Finance Committee advise the current Board to revisit the audit question and decide to either rescind the motion or move forward now with an audit. No progress has been made by the Finance Committee based on the information they currently have. Director Bluhm provided information, and Treasurer Wargo will provide that to the Board President. The Committee needs the Board's input on who can look at what. **No action taken.**

## 7. New Business

7.1 Report on Executive Session held November 20, 2025. The Board met to discuss contractual matters and approved a land lease agreement between YLOA and YSPUC. This agreement is a requirement of PG&E for the proposed YSPUC solar project to proceed. A Town Hall is scheduled for January 10 at 2:00 p.m.

7.2 Discussion and possible action for replacing the non-functioning patrol vehicle, including the potential purchase of a used vehicle. Director Mattos motioned to purchase the vehicle for \$3,000 and not to exceed \$7,500 total, with \$1,000 for repairs, funds for striping, and \$1,800-2000 to move over the YLP equipment. The motion was seconded by Director Davis. **MSC 6-1 (passed), with Director Bluhm voting no.**

7.3 Discussion and possible action: Disallowing Auto-renewal Terms in Contracts. Director Wagener motioned to disallow auto-renewal terms in contracts. The motion was seconded by Director Sturkey. **MSC 5-1-1 (passed), with Director Faria abstaining and Director Bluhm voting no.**

**8. OPEN FORUM:** Seven YLOA members addressed the Board during open forum.

## 9. Collections-Liens

9.1 Liens: Director Faria motioned WHEREAS, the accounts below remain delinquent in accordance with the collection policy. Therefore, be it resolved, that the Board of Directors authorize A.S.A.P. Collection Services to continue in the collection activities including but not limited to recording an assessment lien and/or any successive lien(s) periodically for the purpose of securing the debt for

the current face value figures, and was seconded by Director Sturkey. MSC 7-0 (passed). R1064825L0859429, R1193293L0859907, R1064872L0859479, R1066453L0861141, R1066511L0861201, R1066553L0861244, R1066556L0861247, R1072574L0860909, R1090094L0860214, R1097441L0859843, R1117390L0860487, R1065950L0860600, R1122753L0861193, R1133183L0861171, R1154986L0860858, R1168004L0859322, R1202019L0860748, R1214182L0861279, R1214539L0859309, R1065102L0859721, R1065459L0860091, R1066389L0861071, R1065648L0860286, R1066300L0860972, R1066477L0861165, R1065929L0860578, R1065948L0860598, R1066020L0860676, R1066053L0860709, R1066074L0860732, R1066108L0860767, R1065005L0859616, R1066246L0860912, R1066291L0860963, R1066325L0860999, R1064526L0859118, R1065712L0860352, R1064900L0859508, R1065055L0859671, R1065066L0859682, R1064569L0859162, R1065117L0859736, R1065118L0859737, R1065139L0859759, R1065444L0860076, R1065154L0859774, R1065175L0859795, R1065187L0859809, R1065431L0860062, R1065495L0860129, R1065503L0860137, R1065574L0860209, R1065628L0860265, R1065717L0860357, R1065735L0860375, R1065764L0860405, R1065801L0860445, R1204958L0860836, R1065190L0859812

9.2 Director Wagener motioned to accept the consent agenda from November 7, 2025, during which the Board approved judicial foreclosure actions. Director Faria seconded the motion. **MSC 7-0 (passed).**

## 10. Executive Session Summary

The Board met at an Executive Session on November 7, 12, & 20 regarding collections, legal & personnel matters, including approval of the Club Car lease agreement.

## 11. Next Meeting

The next Board of Directors meeting is scheduled for Tuesday, January 6, 2026, at 6 p.m.

## 12. Adjournment

The meeting was adjourned at 7:41 p.m. to executive session.

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Signature:

*Sandra Watkins*  
Sandra Watkins (Jan 12, 2026 08:35:31 PST)

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Sandra Watkins, Secretary

Date Signed: Jan 12, 2026

## Executive Session Consent Agenda – Collection Actions

### I. Consent Agenda Items for November 7, 2025

File #15 Motion: To authorize Association legal counsel to enforce the existing judgment via foreclosure on **APN 092-110-027**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #28 Motion: To authorize Association legal counsel to enforce the existing judgment via foreclosure on **APN 093-260-007**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #41 Motion: To authorize Association legal counsel to enforce the existing judgment via foreclosure on **APN 093-030-014**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #42 Motion: To authorize Association legal counsel to enforce the existing judgment via foreclosure on **APN 093-270-017**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #49 Motion: To authorize the Association's legal counsel to request the release of the lien conditionally on the lot being gifted to the Association, with the Association paying the delinquent property taxes on **APN 093-570-024**.

**Vote:** 7-0, passed.

File #134 Motion: To authorize Association legal counsel to enforce the existing judgment via foreclosure on **APN 093-490-016**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #143 Motion: To authorize Association legal counsel to enforce the existing judgment via foreclosure on **APN 092-130-015**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #207 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-430-026**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #275 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-330-002**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #280 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-180-012**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #290 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-160-031**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #298 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-100-019**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #299 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-220-020**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #312 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-070-030**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #314 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-330-036**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #330 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-060-025**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #331 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-050-019**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #332 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-060-012**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #334 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-380-025**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #344 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-120-001**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #357 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-330-027**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #364 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-030-019**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.



File #369 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-140-019**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #371 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-040-012**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #380 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-370-008**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #381 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-120-025**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #382 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-120-023**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #388 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-110-008**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File #389 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-100-016**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 418 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-290-016**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 421 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-340-017**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 427 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure if they default on the payment plan on **APN 093-050-021**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 428 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-160-005**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 429 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-240-009**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 430 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-050-033**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 434 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-150-002**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 438 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 093-360-012**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 446 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-260-019**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.

File # 447 Motion: To authorize Association legal counsel to initiate an action for judicial foreclosure on **APN 092-010-016**, in compliance with Civil Code §5705(c).

**Vote:** 7-0, passed.







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Final Audit Report

2026-01-12

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By:	Beth Hatch (beth.hatch@realmanage.com)
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-  Signer swatkins@yloa.org entered name at signing as Sandra Watkins  
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