

OAK HILLS HOMEOWNERS ASSOCIATION

Board Meeting Minutes

April 26, 2023

Tom Dominy called the in-person/Zoom meeting to order at 7:05 pm.

1. Establishment of Quorum (5):

a. A Quorum was established with the following members Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

2. Agenda:

a. Approval of Agenda – Motion to approve agenda (Gerald) seconded (Mike). Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

3. Minutes:

a. Approval of Meeting minutes - Regular Meeting & Executive Board Meeting Minutes April 12, 2023. Motion to approve both minutes (Gerald) seconded (Todd). Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

4. Public/Board Comments

a. A Homeowner would like to see the last 3 months of the Community Financials invoices. Rod will send to the Homeowner.

b. A Homeowner expressed gratitude for Rod's explanation and follow through regarding Community Financials.

c. A Homeowner had questions for Board Member Fernando regarding received paper bills. Fernando was present to explain.

d. A Homeowner asked for the timeline on the construction on the Oak Hills sign/wall on highway 156. Tom replied, 2 weeks is the current timeframe.

5. Correspondence

a. Fernando relayed that a Homeowner reported to him that a plumbing company in the neighborhood has many trucks on/in front of the property. Fernando will have the Homeowner contact someone on the Board regarding the matter.

b. Cerisa reported that Marilyn Viera, Chief of Staff for Supervisor Church, has inquired that Supervisor Church is looking for a contact on the other side of Oak Hills to continue the planning of a Town Hall Meeting held on our tennis court area. Gerald will investigate the matter and send a contact to Cerisa.

6. Executive Actions:

- a. Motion to award contractor for resealing privates and parking lot was carried.
- b. Motion to approve bid on prune trees next to home was carried.

6. Reports:

a. Administrative Report – Emma

- 1. Annual meeting is set for May 2. Tony will be counting the votes.
- 2. Park is rented for April 29, Gerald has volunteered to check on the park and the deposit will be refunded upon Gerald's review.
- 3. Ballots continue to come in for election.

7. Reports from Rod :

a. Landscaping – Photos were sent of Homeowners in violation of landscaping procedures. Rod motioned to send those Homeowner's landscaping violation letters. Seconded (Cerisa). Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

b. Financial – Financial Documents were sent to the Board for March. Golden Consulting has started the Reserve Study.

c. Maintenance

- 1. Private Drives and parking lot are being scheduled to be sealed.
- 2. Repair of Arrow Leaf Private Drive scheduled for March 8th
- 3. Spa Controller is dead, Blackthorne to replace 4/28/23

8. Old Business

a. Cerisa reports Board approved the 1st version of the policy which was submitted to the attorney for review. Permits were revised: The Board will not ask Homeowners for approval for things we cannot see.

b. ARC Policy

ARC Guidelines for Community of Oak Hills, Part 1

1. Section 1 Part 1 – ARC Guidelines for Community of Oak Hills, Tom motioned to approve with no changes. Seconded (Rod) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

2. Section 2 Part 1 – Purpose & Policy, Tom motioned to approve with no changes. Seconded (Gerald) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

3. Section 3 Part 1 – Review Criteria, Tom motioned to approve with no changes. Seconded (Fernando) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

4. Section 4 Part 1 – Protection of the Adjacent Properties, Tom motioned to approve with no changes. Seconded (Todd) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

5. Section 5 Part 1 Project Completion & Timing, Tom motioned to approve with no changes. Seconded (Todd) Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

Architecture Review Criteria, Part 2

6. Section 1 Part 2 – Fences, Tom motioned to approve with no changes. Seconded (Todd) Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

7. Section 2 Part 2 – Storage Sheds, Rod motioned to amend motion adding the words “visible from the street”. Seconded (Gerald). Cerisa motions to amend Section D, adding referral to Appendix B. Seconded (Rod). Tom motioned to approve with changes. Seconded (Todd) Motion carried with modifications. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

8. Section 3 Part 2 - Driveway, Driveway Extension & Parking Areas, Gerald motions to strike Part F. No Second. Motion Fails. Tom motioned to approve with no changes. Seconded (Todd) Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

9. Section 4 Part 2 – Landscaping Design & Easement, Tom motioned to approve with no changes. Seconded (Rod) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

10. Section 5 Part 2 – Temporary Parking Structure, Tom motioned to approve with no changes. Seconded (Todd) Motion carried With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

11. Section 6 Part 2 – Exterior Paint Colors & Condition, Tom motioned to approve with no changes. Seconded (Todd) Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

12. Section 7 Part 2 – Roofs, Tom motioned to approve with no changes. Seconded (Cerisa) Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

13. Section 8 Part 2 – Decks & Pergolas, Rod motioned to make changes to “visible from street” Seconded(Todd). Tom motioned to approve with changes. Seconded (Todd) Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

14. Section 9 Part 2 – Window & Doors, Tom motions to approve without changes. Seconded(Todd). Motion fails with (3) Ayes – Tom, Mike, Todd (3) Nays – Rod, Gerald, Cerisa. Rod motions to make a

secondary motion to remove Section 9. Seconded(Gerald). Motion fails with (3) Ayes – Tom, Mike, Todd (3) Nays – Rod, Gerald, Cerisa.

15. Section 10 Part 2 – Antennas & Satellite Dishes, Tom motioned to approve with no changes. Seconded (Gerald) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

16. Section 11 Part 2 – Sidewalks, Tom motioned to approve with no changes. Seconded (Cerisa) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

17. Section 12 Part 2 – ADA Exert Ground & Floor Surfaces, Tom motioned to approve with no changes. Seconded (Todd) Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

Part 3

18. Section 1 Part 3 – Approval Process, Tom motioned to approve with no changes. Seconded (Gerald) Secondary Motion made by Mike to modify “Once approved 90 days or preapproved timeframe by the ARC to complete project”. Motion carried with (4) Ayes (Cerisa, Todd, Mike and Tom, (2) Nays (Rod, Gerald).

19. Section 2 & 3 Part 3 – Actions by the ARC & Actions by the Board, Tom motioned to approve with no changes. Seconded (Cerisa.) Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

20. Section 4 Part 4 – Penalties & Fines, Mike motioned to approve as written. Seconded (Rod) Motion carried. Secondary motion (Cerisa) item 2, remove "90 – 100 days" revise to “Failure to complete project in appropriate timeframe” and replace word “allocated” with “approve”. Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

21. Appendix 2 – Mike motioned to approve A, B & C as written. Seconded (Cerisa). Motion carried. With (6) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Michael Kelly and Cerisa Skinner and (1) Nay Gerald Gifford

c. Mike motioned to send ARC Policy that was agreed upon with tonight’s revisions to Homeowners. Homeowners will have 30 days to review. Seconded(Cerisa). Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

9. New Business

a. Town Hall Meeting June 5th at 7pm

b. Tom motioned to have ARC General meeting at Prunedale Library and Zoom at 7pm to answer all question and make possible changes. Seconded(Gerald). Motion carried. With (7) Ayes - Tom Dominy, Rod Karg, Fernando Munoz, Todd Fridey, Gerald Gifford, Michael Kelly and Cerisa Skinner

Adjournment – The meeting was adjourned at 9:15pm by Cerisa.

Next Regular Meeting – May 17, 2023 7:00 pm