

OAK HILLS HOMEOWNER'S ASSOCIATION  
Board Meeting Minutes  
June 16, 2021

Board members Present: Tom Dominy, Rod Karg, Dana Suverkrop, Fernando Munoz and Todd Fridey

Tom called the ZOOM meeting to order at 7:03 pm.

1. Establishment of Quorum (5):
  - a. A Quorum was established.
2. Agenda:
  - a. Approval of Agenda – Motion to approve agenda. Mike/Todd. Motion carried.
3. Minutes:
  - a. Approval of May 12, 2021 Regular Session Minutes. Motion to approve May 12, 2021 Regular Session Minutes. Mike/Todd. Motion carried.
  - c. Approval of June 8, 2021 Executive Session Minutes. Motion to approve June 8, 2021 Executive Session Minutes. Mike/Todd. Motion carried.
  - b. Approval of April 24, 2021 Executive Session Minutes. Motion to approve April 24, 2021 Executive Session Minutes. Mike/Todd. Motion carried.
4. Public/Board Comments
  - a. None
5. Correspondence:
  - a. The Board received correspondence from a few homeowners regarding people trimming eucalyptus trees in the greenbelt. Tom recommended a police report to be filed for trespassing in the greenbelt. After discussion, Tom will send out message on Nextdoor to advise homeowners to not allow the tree trimming to happen.
6. Reports:
  - a. Maintenance
    1. Todd reported that the Pool circulation pump has been moved over from the Spa and a new Spa pump has been installed.
  - b. Budget/Utility Report
    1. The monthly Budget report for May 2021 was presented. Rod motioned to accept the Budget report as presented. Todd seconded the motion. After discussion, a vote was taken and the motion passed.
  - c. Financial Report Review
    1. Rod and Tom attested that they have reviewed the May 2021 financial documents and reports.
  - d. Administrative Report -
    1. Steve requested a motion to move \$22,975 from Reserve to General to fund the Tennis court resurface project. Rod motioned, Dana second. After discussion, a vote was taken and the motion passed.

2. Steve reported that the pool inspection will occur next Wednesday. He will be servicing the Spa filter and preparing the spa to open back up to the homeowners.
3. Steve suggested that the inner pool gate access goes back to pre-covid (unlocked during pool hours) and remove the sign-up sheet by the drop box. After discussion, the board directed to implement his plan.
4. Steve reported that he has started training Marcos for the weekend pool position.
6. Steve reported that he is working with accountant to finalize the Financial Review.

e. Greenbelt - Rod

1. Rod reported that mowing has been completed and Cal Fire of a crew of 17 are in the process of weeding the greenbelt. The chipper is scheduled for next week.
2. Rod reported that landscaping violation notices have been sent and all but one homeowner has complied. Need to send hearing meeting notice to this homeowner. After discussion, the Board decided to have the meeting on July 5 at 6pm or July 10<sup>th</sup> at 10am at the pool.
3. Rod and Tom found 12 new violations. Rod motion to send violation letters. Mike second the motion. After discussion, a vote was taken and the motion carried.
4. Rod was contacted by a homeowner regarding ice plant growing up against his fence from the greenbelt. The homeowner requested that the ice plant be removed so he could replace his fence. Rod got estimates and motioned to accept the estimate from Soto Landscaping for \$650 to remove the ice plant. Mike second the motion. After discussion, a vote was taken and the motion passed.
5. Rod needs to purchase fence posts to mark the sewer lids in the greenbelt. He tried to get Cal Am to mark the sewer lids but they have not responded.
6. Rod explained that Cal Fire accidentally trimmed a row of trees/shrubs that actually belonged to a homeowner. They were not aware that it was private property. Rod moved to establish a budget of \$600 to plant shrubs to improve the privacy and to block noise. Todd second the motion. After discussion, a vote was taken and the motion passed. Tom abstained.

f. Executive Sessions Actions

1. The Board had a motion about personnel on June 8, 2021.

8. Old Business

a. Weekend Pool Maintenance Position

1. Todd updated on the status of the job postings for the Maintenance position.

b. Proposed rules and policy for regulation of the tennis courts.

1. Dana reported that the comment period of 30 days have passed. Dana motion to approve the new tennis court rules and policy. Rod seconded the motion and moved to amend the motion with including skateboarding as a prohibited activity. After discussion, a vote was taken and the motion passed. New signage will be needed to enforce the new rules & policy as well as a sign stating tennis players must sign in prior to using the courts.

c. Tennis Court Resurfacing

1. Rod thanked Dana in his effort in developing the tennis court rules and policy. Rod reported that the courts should only be cleaned with a jet broom. Dana motioned to purchase the jet broom. Rod seconded the motion. After discussion, a vote was taken and the motion passed.

d. Architectural Review Committee Report

1. Dana reported that the committee has met twice and have developed design elements and the criteria for each element. One member has vacated the committee so Dana is looking for a replacement.

9. New Business:

a. Future meeting venue and form (Zoom vs in person)

1. The Board discussed the options of in person or zoom meetings. It was decided to stay with Zoom meetings.
2. Rod asked that sponsoring a neighborhood picnic in September be added to the July agenda.

Adjournment – The meeting was adjourned at 8:00 PM. Todd/Mike

**Next General Meeting Date – July 14, 2021 via ZOOM, 7:00 pm**