

OAK HILLS HOMEOWNERS ASSOCIATION

Board Meeting Minutes

June 14, 2023

Barbara called the in Person and on ZOOM meeting to order at 7:00 pm.

1. Establishment of Quorum (5):

a. A Quorum was established with the following members: Barbara Gulley, Tom Dominy, Cerisa Skinner, Rod Karg, Gerald Gifford and Todd Fridey.

2. Agenda:

a. Approval of Agenda – Motion to approve agenda. Seconded. Motion carried with (7) Ayes.

3. Minutes:

a. Approval of Meeting minutes:

Regular Meeting Minutes May 17, 2023 and ARC Policy Review Meeting Minutes on June 5 2023. Motion to approve all minutes. Seconded. Motion carried with (7) Ayes.

4. Public/Board Comments

a. Homeowner stated the new wall on HWY 156 is not the same material and color as the opposing wall. Rod responded that it is 20 ft wide vs. 24 ft.

b. Homeowner would like to know if they can be seen during the meetings on Zoom. Emma responded that only the Board is visible.

5. Correspondence

a. Homeowner from outside Oak Hills has requested to use our pool. Barbara to follow up.

b. Homeowner asked if area outside residence actually belongs to the owner or not.

c. Homeowner inquired about rules of flying flags.

d. Fernando received an inquiry from a Homeowner regarding land between the curb and gutter and who is responsible for this area. Rod replied: it would depend on the location.

6. Executive Session Actions

a. Nothing new to report

7. Reports

a. Administrative –

1. Greenbelt Newsletter went out for June.

2. Caltrans were alerted to the area on HWY 156 with overgrown weeds, making it difficult for drivers to navigate. Caltrans responded they are aware. We are in a rotation on their schedule.

b. Financials – Unexpected expenses incurred above budget

1. \$3700 bill from Peninsula Pool for chemicals purchased last year
 2. \$4900 lawyer bill for revision of the ARC Policy
- c. Maintenance – Eric is doing a great job.
- d. Landscaping/Greenbelt –
1. Bids from 3 contractors have been requested to replace for the weekly landscaping maintenance.
 2. Mowing has begun, quality of work is not on par with last years. Will entertain new bid in Jan/February 2024.
 3. CalFire has been working and clearing. Their work continues.

8. Old Business

a. Wall on 156 includes retaining wall with railroad ties. Cars will hit this instead of the wall. Oak trees and landscaping will be attended to surrounding the wall. Letters are being ordered.

b. ARC Policy – Tom has suggested that the Policy be amended to incorporate input was received from the Town Hall meeting as follows:

1. Motion to change policy Part III section Instructions 1.f. to: “Expect up to 45 days to receive final approval from the ARC/Board. If Board is unable to approve in that time, the application will be considered approved.” Seconded. Motion carried with (5) Ayes and (2) Nays.

2. Motion to change policy Architectural Review Informational & Approval Request last sentence. The ARC Committee will attempt to review and respond to homeowner’s applications within 10 business days provided that applications are complete and understandable. Seconded. Motion carried with (7) Ayes.

3. Motion to change policy to: Part 1, item 3.b. Change from “The ARC’s decisions...” to “The ARCs recommendations to the HOA...” Seconded. Motion carried with (7) Ayes.

4. Motion to change policy to: Part 2, under each section, item a. Approvals. Change from “ARC approval is required...” to “Board approval is required...” Seconded. Motion carried with (7) Ayes.

5. Motion that “gravel” should be added to the last sentence of Part 2, 3c. “D.G. & gravel should be for driveway extensions only”. Seconded. Motion carried with (6) Ayes and 1 (Nay).

6. Motion to remove the last phrase of Part 3, 3A page 32 “within an additional 30 days” be removed. Seconded. Motion carried with (7) Ayes.

7. Motion to approve revised application, combining project type and checklist. Seconded. Motion carried with (7) Ayes.

8. Motion that the Board approve the ARC Policy with above changes made. Seconded. Motion carried with (6) Ayes and 1 (Nay). ARC Policy approved.

c. Motion that we accept the new Weekend Job Maintenance description. Seconded. Motion carried with (7) Ayes.

d. Pool Glass Door Update- Rod stated door scheduled to arrive in July.

9. New Business

- a. Appointment of members to the ARC – Tom, Jackie, Gary Skillet and Todd. One spot remains.
- b. Pool and Guest Policy – Barbara will update the policy and create a checklist. She will present a new policy and checklist at the next meeting.
- c. Pool Heater repair – Plumbing is slowly leaking. \$1403 to fix plumbing. \$9600 for new heater. Motion to approve fixing the plumbing at \$1403. Seconded. Motion carried with (7) Ayes.
- d. Shed Fence Cover – Motion to approve purchase for a Privacy Screen for in front of the shed. Seconded. Motion carried with (7) Ayes.

10. Adjournment –

The meeting was adjourned at 8:04pm by Barbara.

Next Regular Meeting July 12, 2023, at the Prunedale Library and on Zoom, 7pm.

“Draft” until Board approves 7/12/23 Board meeting.