

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
June 12, 2019

Board members Present: Cathy Garza, Rod Karg, Tom Dominy, Renate Harvey, Jackie Lonero, Barbara Gulley.

Cathy called the meeting to order at 7:05 pm

1. Establishment of Quorum (5):
 - a. A Quorum was established.
2. Agenda:
 - a. Approval of Agenda – Cathy motioned to accept the Agenda. Tom approved. Renate seconded the motion. A vote was taken. The Agenda is approved.
3. Minutes:
 - a. Approval of the March 13, 2019 Executive Session Minutes – Barbara deferred until July 10th Board meeting.
 - b. Approval of April 10, 2019 Executive Session Minutes. Cathy Motion to approve. Tom approved. Jackie seconded the motion. A vote was taken and the motion passed. The Minutes were approved.
 - c. Approval of May 7, 2019 Annual Session Minutes. Cathy motion to approve. Tom approved. Jackie seconded the motion. A vote was taken and the motion passed. The Minutes were approved.
 - d. Approval of May 8, 2019 Regular Session Minutes. Cathy motion to approve. Tom motion to approve. Renate seconded the motion. A vote was taken and the motion passed. The Minutes were approved.
3. Approval of May 11, 2019 Executive Session Minutes. Tom deferred until the July 10th Board meeting.
4. Public/Board Comments
 - a. Leslie from MST – There were no homeowners who had not previously heard her presentation so she deferred and will present again at next year's Annual Meeting.
 - b. Tom – Tom received a compliment from a homeowner. The homeowner was appreciative for the current Administrator who responded quickly to an incident at the Pool facility and enforcing rules that should be adhered to and are in place for every ones safety and enjoyment at the pool.
5. Correspondence:
 - a. Correspondence – Cathy received correspondence from a homeowner about the deer that was hit last month on Charter Oak. The homeowner wanted to know what the current procedure was to deal with this type of situation. There is no policy in place and this type of incident has never occurred in OHHA before. Cathy spoke with Supervisor Phillips' office of Public Works and they have no policy in place of what to do when animal has been hit on country roads within a sub-division and the animal ends up on private property. It's based on a case by case situation.

6. Reports:

a. Maintenance – Barbara Gully

1. Tom expressed concerned about the condition of the spa. The board discussed when the requirement to resurface and replace covers were due. It was determined it would be due next year. The Board will work with Maintenance to begin getting quotes for when they do a walk through in September.
2. Tom asked about the status of the sprinkler head repair. There are two sprinklers that still need repair that were not a part of the original repair bid. Barbara said Maintenance is working on it.
3. Jackie mentioned concerned with some plants that look dry down by the OHHA sign at Cathedral and Charter Oak. Barbara will have Maintenance check the area.
4. Tom requested Barbara to consult with Maintenance about power washing tennis courts on a regular basis to remove build-up.
5. Rod asked about replacement mirrors in the pool house bathrooms. Steve requested to replace the bathroom mirrors in the bathroom with glass mirrors. The board discussed that it could be a liability, but would entertain looking into replacing the current polished metal mirrors.
6. Rod requested Barbara have Maintenance check into the cost of putting up wind screens the North and West side of the tennis courts. The Board also discussed looking into wind screens for the pool area.

b. Budget/Utility Report -

1. Michelle presented the Monthly Budget/Utility report for May 2019. Cathy motioned to accept the May 2019 Budget Report and utility report as presented. Renate motioned to accept. Jackie seconded the motion. A vote was taken and the motion passed.

c. Administrative Report -

1. Website – Michelle reported working several hours on designing/updating the website. She provided a link to the board and said suggestions/ideas are welcome.
2. Michelle finished the design to mail the magnetic business cards. It will cost .20 cents extra postage to mail with next billing.
3. Michelle reported significant increase in usage and incidents at the pool due to school being out causing a significant increase in time required reviewing footage and incident reports.
4. Bill Harvey met with current provider of our Security Cameras. He received a quote for adding an additional camera and upgrading some cameras. He requested to be included on the Agenda in August.

d. Greenbelt

1. Rod received an email from homeowner who requested being able to mow behind their home. Discussion ensued about what the board wants to do. The issue was discussed. It was decided that the Board needed to give the issue some more thought and discuss at another time.
2. Rod reported that we are in the process of mowing the Greenbelt. Rod thanked Michelle for her assistance in helping get contractor hired. Rod understands there have been a couple of complaints from homeowners that the job is not as good as previous years. The mowing equipment being used by the contractor is smaller than what was used by our previous Maintenance person. The job is not yet complete and we do expect the contractor to meet a certain expectation before being paid. We also plan to consult with Cal-Fire about the areas that the contractor was unable to mow. It was suggested that a committee should be formed.

7. Committee Reports:

a. Landscaping Committee

1. Last month we mailed two letters for Landscape violations. One has corrected the issue. The other violation remains. Rod motioned to send a letter requesting a hearing. Tom Seconded the motion. The Board approved.
2. Rod discovered a homeowner with a vehicle parked on Landscape. Rod motioned to send homeowner a letter. Tom seconded. The Board approved.
3. Jackie requested the Landscape committee to review the current CC&R's and policy regarding dealing with homeowners who continually violate the rules.

b. Personnel

1. Barbara – Barbara requested the Personnel Committee meet to discuss our Sick Pay policy.

8. Old Business

- a. CCR's/Bylaws Ballots – We have received ballots for 62% of the voters. The Board will continue to request homeowners turn in their ballot.
- b. Lien Processing – The board will have an Executive Session on July 10th to discuss the policy.

9. New Business:

- a. Website - Michelle received a quote of \$400 to set up initial website. This includes 30 days training on updating/adding/deleting. However, the vendor has been unresponsive and other quotes we are getting are significantly higher.
- b. CSA-45 (Speeding)
 1. At the May Board Meeting a homeowner expressed concerned about speeding in Oak Hills at speeds upwards of 50 mph near the pool house. Tom prepared front page article to be placed in the July Greenbelt Newsletter. Tom motioned to accept the article. Barbara seconded. The Board Approved. The Board also discussed that the Greenbelt Newsletter should also be mailed to all residents including renters.
 2. Tom also spoke with CHP and requested additional traffic control in Oak Hills to deter speeders. He drafted a letter from the Board requesting their assistance. Barbara mentioned she had also attended a town hall meeting last month and spoke to CHP then about this issue. A CHP presence has already been observed by several board members and homeowners. Tom motioned to approve the letter to the CHP. The board approved.
 3. Tom drafted a letter to send to all the homeowners, and renters about actions being taken to curb the speeders within the community. The Board discussed. It was decided to send the letter in September as an additional future reminder about speeding.
 4. Tom drafted a letter to the Special Districts requesting speed bumps with Oak Hills. The Board discussed. It was mentioned that this request has been requested before and the county will not put speed bumps within Oak Hills. Tom withdrew the letter. Cathy suggested the Board check if the Board can have signs like "children at play" or "pedestrian crossing" installed.

10. Adjournment – The meeting was adjourned at 09:06 PM.

Next General Meeting Date – July 10, 2019 @ Prunedale Community Room, 7pm