

OAK HILLS HOMEOWNERS ASSOCIATION  
Board Meeting Minutes  
November 8, 2017

Board members Present: Renate Harvey, Jackie Lonero, Cathy Garza, Peggy Scoggin,  
Rod Karg, Beenal Amin

Cathy called the meeting to order at 7:00 pm

1. Establishment of Quorum
  - a. Quorum was established.
2. Agenda:
  - a. Approval - Peggy motioned to accept the agenda as presented. Renate seconded the motion. A vote was taken and the motion passed.
3. Minutes:
  - a. Approval for 10-11-2017 Board Meeting Minutes – Rod motioned to accept the October 11, 2017 Board Meeting Minutes. Peggy seconded the motion. A vote was taken and the motion passed.
  - b. Approval for 10-30-2017 and 11-6-2017 Executive/Personnel Committee Minutes – Peggy motioned to accept the October 30, 2017 and the November 6, 2017 Board Executive/Personnel Committee Minutes. Renate seconded the motion. A vote was taken and the motion passed with one abstention.
4. Open Forum/Comments:
  - a. Jerry Gifford clarified his report from last month regarding the bumps in the road in front of the pool house. The HOA is responsible for the bumps in the street and may need to remove the trees causing the bumps.
5. Correspondence:
  - a. A homeowner e-mailed the Board regarding the easement on Madras Path where homeowners are using the easement to gain access to their back yards. The Board will discuss issue in executive meeting.
6. Reports:
  - a. Budget/Utility Report – Steve
    1. Steve presented the Monthly Budget report for September 2017. Peggy motioned to accept the September Monthly Budget Report. Rod seconded the motion. A vote was taken and the motion passed.
    2. Steve presented the Monthly Budget report for October 2017. Peggy motioned to accept the October Monthly Budget Report. Rod seconded the motion. A vote was taken and the motion passed.
    3. Utility Report presented. Rod questioned the water usage for September.
  - b. Administrative Report – Steve
    1. Steve reported that he has filed 4 pre-lien notices for the following (Current plus past due):

Homeowner A - \$475, B - \$550, C - \$550 and D - \$601. He asked for a motion for him to proceed with the lien process in 30 days if no payment has been received from these homeowners. Peggy made the motion. Renate seconded the motion. A vote was taken and the motion passed.

2. Steve reported that he finally received the final invoice from Abacherli Fence Company for \$995. Steve asked for a motion to move \$995 from the Reserve Account to the General Checking to pay for the final invoice. Peggy so moved. Renate seconded the motion. A vote was taken and the motion passed.

3. Renate motioned to have Steve purchase a locking mail box to replace the current drop box. Jackie seconded the motion. After discussion, the motioned died and the Board will defer until December meeting.

c. Maintenance – Pete

1. Pete reported the pool has been closed down for the season.
2. The hot tub heater is in need of repairs. He had the impeller for the hot tub pump replaced.
3. Pete reported the parking lot gate is locked during the closure of the pool

d. Greenbelt – Rod

1. Rod reported that Paradise Landscaping performed some tree work at Charter Oak and Cathedral Oak.

7. Committee Reports:

a. CC&R

1. Cathy reported that the CC&Rs are completed and waiting for the bylaws to be completed.

b. Landscaping Committee

1. Rod reported that two new homes were in violations and letters have been sent. Rod reported that a hearing has been scheduled on November 15 for 3 homeowners in violation of the Landscaping policy. Because letters were sent out less than 10 days, the meeting date has been rescheduled for Monday, November 27 at 7pm.

c. ByLaws

1. Richard Garza reported that he will send a draft to the committee within the next week. Once, the committee accepts the draft, he will e-mail it to the Board.

d. Basketball Court

1. Beenal reported that his committee is doing research on options for the basketball courts. Once he has information, he will present it to the Board.

e. Annual Employee Evaluation

1. Peggy reported that the board met with the employees on November 6 to give them their annual evaluation.

f. Reserve Study Fund

1. Peggy has no report.

8. Old Business:

- a. Pool Fencing

- i. Signage
  - 1. Jackie reported that she and Pete picked up the new signs and are going to mount the signs within the week. Beenal motion to allow Bill H. and Pete to affix the signs. Peggy seconded the motion. A vote was taken and the motion passed.
- ii. Privacy Fencing
  - 2. Cathy questioned why the privacy fence was not offset from the new fence. Pete reported that he could not drive fence stakes into ground because there were too many roots. He had to place it up against the new fence for now.
  
- b. Auto Chemical Dispenser Bids
  - 1. Topic was tabled at the September Board meeting.
  
- c. Parking Lot Gate Closure at Night
  - 1. Covered under Pete's report.
  
- d. Parking Lot Gate Painting
  - 1. Rod recommended contacting Lopez painting to address the gate painting and bench – painting.
  
- e. Re-Painting of benches in spa/bathrooms
  - 1. See 8 d.
  
- f. Annual Budget
  - 1. The annual budget along with the annual mailing will be sent to all homeowners this week.
  
- 9. New Business:
  - a. Landscape Policy
    - 1. Cathy discussed with the Board her concerns about the policy. Beenal motioned to put an immediate moratorium on the Landscaping rules and regulation policy until all legal questions can be addressed. Cathy seconded the motion. After discussion, a vote was taken and it passed with 2 yes votes, 1 no votes and 2 abstentions. (Jackie had left the meeting prior to this vote)
  
- 10. Adjournment
  - a. Next Meeting Date – December 13, 2017, 7pm Prunedale Library Community Room.
  - b. Peggy motioned to adjourn the meeting. Renate seconded the motion. A vote was taken and the motion passed. The meeting was adjourned at 8:50 pm