

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
March 13, 2019

Board members Present: Cathy Garza, Peggy Scoggin, Rod Karg, Tom Dominy, Renate Harvey,
Barbara Gulley

Cathy called the meeting to order at 7:00 pm

1. Establishment of Quorum (5):

- a. A Quorum was established.

2. Agenda:

- a. Approval of Agenda – Tom motioned to accept the agenda. Peggy seconded the motion. A vote was taken. The Agenda is approved.

3. Minutes:

- a. Approval of the February 13, 2019 Regular Board Meeting Minutes – Peggy motioned to accept the February 13, 2019 Regular Board Meeting Minutes. Tom seconded the motion. A vote was taken and the motion passed. The Minutes were approved.

- b. Approval of February 13, 2019 Executive Session Minutes. Cathy motion to approve. Tom and Barbara seconded. A vote was taken and the motion passed. The Minutes were approved.

4. Public/Board Comments

- a. A homeowner thanked the board for all the work the board does. They were appreciative of the OHHA yard policy and the continued enforcement of the policy as it continues to improve the community and make it a positive and rewarding place to live. The homeowner expressed concern for the large commercial auto trailer parked on Brookgrass Place and a vehicle parked in yard on Brome Trail. The homeowner expressed that vehicles were eyesores and reflect poorly on the community.

Renate mentioned she called county code enforcement about the trailer after last meeting. The county stated homeowners are allowed to bring work/commercial vehicles home and there are no regulations against the trailer being there. The issue must be resolved through the HOA.

- b. Barbara was approached by homeowner who has a food truck and asked her if they could occasionally park and sell their food in the parking lot by the pool. The board suggested the homeowner put their request in writing.

5. Correspondence:

- a. Peggy discussed a house who had previously removed all the vegetation in their yard leaving muddy holes with stagnant water that can breed mosquitos. Peggy called Mosquito Abatement who said they would keep an eye on it.

6. Reports:

- a. Budget/Utility Report -
 1. Michelle presented the Monthly Budget/Utility report for February 2019. Peggy motioned to accept the February 2019 Budget Report as presented. Renate seconded the motion. A vote was taken and the motion passed.

b. Financial Review – Peggy and Renate reviewed the financial transaction report.

c. Administrative Report -

1. Michelle reported the mailing of two Pre-lien notices to homeowners.
2. Michelle reported that the required Labor Law Posters & mandatory handouts will be placed in the pump room.
3. Drop Box – Michelle reported that she installed the drop box at her home as many homeowners ask if it would be available and others were leaving payments in her own mailbox. Tom motioned to leave the OHHA drop box at the current administrators' home. Barbara seconded the motion. A vote was taken. The motion to leave the OHHA drop box was approved.
4. Fred Pryor Seminars: Michelle presented available classes from Fred Pryor Seminars to keep current with 2019 Payroll & HR Laws for \$499. Michelle also mentioned a 10 person package that would include the board members employee training for \$199 a person that would include harassment training, communication/personal development, computer training, time management, and finance and accounting. Barbara motioned to approve the \$499 annual training for Michelle. Renate seconded the motion. A vote was taken. The motion passed.
5. Website – Michelle reported she is testing the top recommended website builder to determine if it will work for the OHHA website.
6. Bank rates – Rod presented an option to transfer a portion of the OHHA reserve funds to a different bank that would significantly increase the annual interest earned. Barbara motioned to move the funds to the new bank. Rod seconded the motion. A vote was taken. The motion carries.

d. Greenbelt

1. Rod provided the board with a picture of tire tracks where a homeowner is suspected of driving through OHHA property and asked the board if the tire tracks were enough to fine the homeowner. The board agreed it was. Rod will verify property line before deciding to send a letter.

e. Maintenance

1. Discussed Steve H's excellent work and his maintenance report. The Board discussed maintenance report.

7. Committee Reports:

a. Landscaping Committee

1. Rod motioned to send letter to homeowner who has a vehicle parked on landscape. Tom seconded. Peggy opposed. A vote was taken. Motion carried to send a letter to the homeowner.
2. The Board received correspondence from homeowners displeased with landscape fines received for his home on Cockle Bur. The board will discuss the matter in the Executive Meeting.
3. Rod motioned to hire an expert to review the sprinkler system and report any needed repairs. The expert comes highly recommended by several homeowners. Barbara motioned to accept hiring for 4 hours or less. Rod seconded. Discussion occurred. The board voted. The motion carried.

b. Personnel

1. None to discuss.

8. Old Business

a. CCR's/Bylaws Ballots

1. Replacement ballots – The board discussed the lack of return of ballots by homeowners. Rod motioned to extend deadline to June 19th 2019. Tom seconded. The Board voted. The motion passed.

2. Revision of letter – The board discussed sending an updated letter with the new deadline.

b. Board member response to letters from homeowners - Receiving board member responds to homeowner. Homeowner emails to board in general: the board president responds.

c. Basketball Hoops – Discussion about Basketball hoop.

d. Website\ New Software – the Website was discussed in the Administrative report.

e. Annual Meeting 5-7-19 - The annual meeting will be held in the Prunedale library meeting room.

A speaker from North County Fire Dept. will discuss fire safety and prevention.

f. Greenbelt Mowing – Ad was posted on Nextdoor.com and in the Greenbelt newsletter. One company will be providing a bid. If we do not receive any further interest, the job will be posted on Craig's List. There was discussion about the possibility of using goats instead of mowing.

9. New Business:

a. No new business

10. Adjournment

a. Next Meeting Date – April 10, 7pm Prunedale Library Community Room

b. Meeting was adjourned at 8:26 pm.