

OAK HILLS HOMEOWNERS ASSOCIATION

Board Meeting Minutes

January 8, 2020

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

Board members Absent: 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 – Rod motioned to approve the agenda as amended. Jackie seconded the motion. A vote was taken, the Agenda was approved.
3. Minutes:
 - a. Approval of December 11, 2019 Regular Session Minutes. Tom motioned to approve the Regular Session minutes. Jackie seconded the motion. A vote was taken, the motion passed. The December 11, 2019 Regular Session Minutes were approved.
 - b. Approval of December 11, 2019 Executive Session Minutes. Tom motioned to approve the Executive Session minutes. Jackie seconded the motion. A vote was taken, the motion passed. The December 11, 2019 Executive Session Minutes were approved.
 - c. The Board discussed needing to create minutes of cancelled November 20, 2019 Executive Meeting.
4. Public/Board Comments
 - a. A homeowner questioned last months discussion to lock the rec facility doors due to pool and spa being closed. The homeowner stated that sometimes those who use the tennis court may need to use the restroom. The board informed the homeowner that the doors had not been locked.
 - b. Tom thanked Bill Harvey for all his volunteer work on getting quotes and working with the vendor to get the camera installed on the shed and his work on the card reader computer.
5. Correspondence:
 - a. The Board discussed a letter received from a homeowner about the potable water serving Oak Hills. Rod will forward his proposed response to the homeowner.
 - b. The Board discussed the DOT letter that had previously been received. The Board will disregard letter unless we hear from DOT again.
6. Reports:
 - a. Maintenance – Steve
 1. Steve shared the status of items on his maintenance list. Steve informed the Board he reviewed the facility after the Termite Tenting.

b. Budget/Utility Report -

1. Michelle presented the Monthly Budget/Utility report for December 2019. Tom motioned to accept the Budget Report and Utility reports as presented. Jackie seconded the motion. A vote was taken and the motion passed. The Budget/Utility reports for December were accepted.

c. Administrative Report -

1. Michelle informed the board the Annual Documents were mailed.
2. Michelle informed the board the Termite company knocked the satellite out of alignment and Razzolink had to service and realign the satellite. OHHA was charged a \$100 service fee, but Michelle spoke with Target Pest who agreed to refund OHHA the \$100.
3. Michelle reminded the Board that the Card Reader system was no longer working. Michelle and Bill Harvey provided quotes for replacing the Card Reader system. The quote from All Safe was \$7,700.00 and the Quote from Core Surveillance for \$4116.15.
4. Michelle requested to transfer funds for DVR upgrade in the amount of \$539.99 from Reserve to Business Checking. Tom motioned, Jackie seconded the motion. A vote was taken, the motion to transfer \$539.99 from the Reserve Account to Business checking was approved.
5. Michelle requested the transfer of funds for the Termite Tenting in the amount of \$1105.00 from the Reserve Account to Business Checking. Tom motioned to accept; Rod seconded. A vote was taken and the motion passed to transfer \$1105.00 to Business Checking for the Termite tenting.
6. Michelle mentioned she will be meeting the Accountant tomorrow to go over the journal entries.
7. Michelle reminded the board of her upcoming Fred Pryor class on Jan 21 & 22 – Excel Basics & Beyond the Basics.
8. Michelle reminded the board of a motion needed to change the Lien Processing fee.

d. Greenbelt - Rod

1. The trees on Pampas path has not been completed by Paradise. Rod reminded Paradise.
2. The tree near Sandbur that was in danger of falling on a homeowner's property was cut down. The remaining pieces will be removed when the greenbelt is less wet.

e. Executive Session Actions –

1. Nothing to report

7. Committee Reports:

- a. Landscaping Committee – Rod will review Paradise landscaping contract to clarify maintaining greenbelt properties vs. private properties. Letters will be sent to homeowners concerning landscaping boundaries.

8. Old Business

- a. CCR's/Bylaws Ballots – Tom wants board members to provide list of names for Tom by end of the month.
- b. Termites/Repairs) – Steve discussed repairs during his maintenance report.

9. New Business:

- a. Computer Card Reader – Tom motioned to accept the bid from Core Surveillance, Jackie seconded the motion. A vote was taken and the motion passed. Michelle requested approval to transfer funds from the Reserve account to Business Checking for the replacement Card

Reader System. Tom motioned to accept; Rod seconded. A vote was taken and the motion passed to transfer \$4116.15 to Business Checking upon completion of the installation.

Adjournment – The meeting was adjourned at 8:03 PM.

Next General Meeting Date – February 12 @ Prunedale Community Room, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
February 12, 2020
Prunedale Library Community Room

Board members Present: Cathy Garza, Renate Harvey, Jackie Lonero,
Tom Dominy, Rod Karg, Jim Wrona

Cathy called the meeting to order at 7:03 pm.

1. Establishment of Quorum (7):
 - a. A Quorum was established.
2. Agenda
 - a. Approval of Agenda – Tom motioned to approve the agenda as presented. Jackie seconded the motion. A vote was taken, the Agenda was approved.
3. Minutes:
 - a. Approval of January 8, 2020 Regular Session Minutes. Tom motioned to approve the January 8, Regular Session Minutes. Jackie seconded the motion. A vote was taken, the motion passed.
 - b. Approval of November 25, 2019 Executive Session Minutes. Tom motioned to approve the November 25, 2019 Executive Session Minutes. Jim seconded the motion. A vote was taken, the motion passed.
 - c. Approval of January 8, 2020 Executive Session Minutes. Tom motioned to approve the January 8, 2020 Executive Session Minutes. Jim seconded the motion. A vote was taken, the motion passes.
 - d. Approval of January 20, 2020 Executive Session Minutes. Jim motioned to approve the January 20, 2020 Executive Session Minutes. Tom seconded the motion. A vote was taken, the motion passes.
4. Public/Board Comments
 - a. A homeowner shared his views regarding concern for the waters on OHHA property
 - b. It was announced by a homeowner that a meeting, related to water issues, will be held on Feb 18 by Seaside Council and on Feb 19 by City of Gonzales City Council
5. Correspondence:
 - a. Rod will email an appropriate response to Thalia Gardea regarding the tree on OHHA property leaning on her fence.
 - b. The Board discussed the DOT letter that had previously been received. It was discussed that the DOT determined they may require a wildlife study for further consideration. The Board will disregard the letter unless they hear from DOT again.
6. Reports:
 - a. Maintenance
 1. motion was made to accept quote from Leslie's Pool to repair spa heater for \$342.62 and fund from the reserve account. Rod/Renate. Motion carried
 - b. Budget/Utility Report
 1. Motion to accept budget as presented. Renate/Tom Motion carries.
 - c. Administrative Report
 1. No Administrative Report presented
 - d. Greenbelt
 1. Jim will attend Cal Fire orientation April 14 or 16. Jim agreed to take responsibility for the Greenbelt mower bids.

- e. Executive Session Actions
 - 1. The Executive Committee changed the current pay structure of the OHHA Administrator from a salary to hourly position.
 - 2. The resignations of the Administrator and Weekend Maintenance employees were accepted by the Board.
- 7. Committee Reports
 - a. Landscaping Committee – No Report
- 8. Old Business
 - a. CCR's/Bylaws Ballots – No new activity to report
 - b. Termites/Repairs – To be determined for a later date.
 - c. Bill Harvey discussed the challenges of accessing the central computer because of the low internet speeds prevent ability to change the system. Motion: Board authorized Bill Harvey to represent the Board to increase the slow internet speed for the security system with Razzolink. Rod/Jackie Motion Carries.
- 9. New Business
 - a. Motion: Privacy Shower Doors in recreation building bathrooms tabled. Tom/Jackie Motion carries.
 - b. Board Nominations – Bill Harvey volunteered Renate Harvey to help Tom Dominy format “The Greenbelt” with the office laptop when it was available. Tom would provide content for “The Greenbelt”
 - c. Annual Meeting – Date set for May 5, 2020 Location: Prunedale Library Community Room; Cathy will make reservations.
 - d. Reservations for Prunedale Community Room made for March and April

Adjournment – The meeting was adjourned at 7:40 PM.

Next General Meeting Date – March 11, 2020 Wed @ Prunedale Community Room, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION

Board Meeting Minutes

March 11, 2020

Prunedale Library Community Room

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

Cathy called the meeting to order at 7:00 pm.

Establishment of Quorum (7):

A Quorum was established.

Approval of Agenda – Tom motioned to approve the agenda as presented. Barbara seconded the motion. A vote was taken, the Agenda was approved by all present

- a. Approval of February 3, 2020 executive minutes Tom motioned to approve the Executive Committee minutes. Jackie seconded the motion. A vote was taken, the motion passed. The February 3, 2020 Executive Minutes were approved.
- b. Approval of February 5, 2020 executive minutes Tom motioned to approve the Regular Session minutes. Jackie seconded the motion. A vote was taken, the motion passed. The February 5, 2020 Executive Minutes were approved.
- c. Approval of February 12, 2020 Regular minutes Tom motioned to approve the Regular Session minutes. Jackie seconded the motion. A vote was taken, the motion passed. The February 12, 2020 Regular Session Minutes were approved.
- d. Approval of February 12, 2020 executive minutes Tom motioned to approve the Regular Session minutes. Jackie seconded the motion. A vote was taken, the motion passed. The February 12, 2020 Executive Minutes were approved.

Motion: accept proposal to replace lights at each end of recreational building for the price of \$650 to be paid out of reserve fund.

Rod/Barbara

Motion carries

Motion: Hire Ventana Forestry to mow the greenbelt for less than \$6500.00 Rod/Barbara

Motion carries

Executive Actions: hiring of Bill Harvey for Maintenance Person and Steve Naslund for specific administrative duties

Suspended Regular Session for Executive Committee Meeting 8:22

Regular Session Reconvenes 8:35

Motion: Approval of Ex Com minutes for March 11, 2020 Tom/Jackie

Motion Carries

Adjournment 8:45

Next General Meeting Date – April 8, 2020 Wed @ Prunedale Community Room, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
April 2020

There was no Board meeting held in April, 2020

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
May 13, 2020

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

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

1. Establishment of Quorum (7):
 - a. A Quorum was established.
2. Agenda:
 - a. Approval of Agenda – Tom motioned to approve the agenda. Barbara seconded the motion. A vote was taken, the Agenda was approved.
3. Minutes:
 - a. Approval of March 11, 2020 Regular Session Minutes. Tom motioned to approve the Regular Session minutes. Jackie seconded the motion. A vote was taken, the motion passed. The March 11, 2020 Regular Session Minutes were approved.
 - b. Approval of March 11, 2020 Executive Session Minutes. Tom motioned to approve the Executive Session minutes. Barbara seconded the motion. A vote was taken, the motion passed. The March 11, 2019 Executive Session Minutes were approved.
 - c. Approval of April 6, 2020 Executive Session Minutes. Tom motioned to approve the Executive Session minutes. Barbara seconded the motion. A vote was taken, the motion passed. The April 6, 2020 Executive Session Minutes were approved.
 - d. Approval of April 25, 2020 Executive Session Minutes. Tom motioned to approve the Executive Session minutes. Barbara seconded the motion. A vote was taken, the motion passed. The April 25, 2020 Executive Session Minutes were approved.
4. Public/Board Comments
 - a. No comments.
5. Correspondence:
 - a. Cathy received 3 phone calls regarding the Cinco de Mayo would be a weekly event and concern on social distancing and licensing. Rod also received 2 calls with same concerns of social distancing. This was not an HOA sponsored event.
6. Reports:
 - a. Maintenance – Bill
 1. Bill reported he started on repairing the sprinkler system with replacing the sprinkler heads. He said it will take a while due to the digging and pipe replacement. Bill suggesting putting small gravel around the sprinkler heads to keep grass from getting into sprinkler heads.
 2. Bill reported that a doggie pot broke and was removed. The Board requested that a new doggie pot be purchased and installed.
 3. Bill suggested that the bathrooms will need to be sanitized once the county says we can open back up. The Board will need to define what OHHA needs to do in order to be in compliance once the County allows for the facility to be reopened.

- b. Budget/Utility Report -
 - 1. The monthly Budget reports for March & April 2020 were presented. Tom motioned to accept the Budget reports as presented. Jackie seconded the motion. A vote was taken and the motion passed. The Budget reports for March & April were approved.
 - 2. Steve reported that there are several (6-7) homeowners that are over \$500 past due and will start the pre-lien process.
- c. Reconciliation Report
 - 1. Renate and Rod reported that they have seen the April 2020 Bank Reconciliation reports.
 - 2. Renate and Cathy reported that they have seen the March 2020 Bank Reconciliation reports.
- d. Administrative Report -
 - 1. Steve asked the Board when they wanted the ballots sent out. So far, he has only received two nominations with Bios. The Board requested that the ballots be sent out.
 - 2. Steve reported that he met with Renate to go over some questions he has about the Reserve account and that monies that have not been transferred after it was approved as well as how some expense items were funded. He requested the Board to address these questions.
 - a. How the Termite Fumigation would be funded. After discussion, it would be funded from the Reserve account.
 - b. How to fund the new security camera that was added to the system. Rod motioned to fund the new costs (\$570.20) for the camera from the general account. Tom seconded the motion. A vote was taken and the motion was passed. Rod motioned to move the remaining \$589.94 (system upgrades) from the Reserve account to the General account. Tom second the motion. A vote was taken and the motion was passed.
 - c. Establish the minimum expense to be taken out of the Reserve account. Rod motion that any expense \$500 or more that can be charged to the Reserve be done so. If the expense is under \$500, then it will be charged to the General account. Barbara seconded the motion. After discussion, a vote was taken and the motion passed.
 - d. The replacement of the tennis net posts was at a cost of \$258.60 and should be charged to the General account under maintenance. Rod motioned the cost to replace the tennis court posts be paid from the General account and that the prior vote to fund the cost from the Reserve account in the April 6, 2020 Executive session be rescinded. Tom seconded the motion. A vote was taken and the motion passed.
 - e. The Board needs to vote on the funding of the replacement of the spa pump as well as a motion to move the monies of the cost for the pump. The initial quote for the pump was \$2,384. The final invoice for the pump was \$2,828.67. After discussion, Rod motion to fund the cost of the spa pump from the Reserve account and the monies to pay for it be moved from the Reserve account to the General account. Tom seconded the motion. After further discussion, a vote was taken and the motion passed.
 - f. Spa heater repair, for \$342.62, was voted to be funded from Reserve account in the Feb 12, 2020 Board meeting. The cost should be funded from General account. Rod motioned to rescind motion made on Feb 12, 2020 to fund the repair from the Reserve account and instead pay for it from the General account. Tom seconded the motion. A vote was taken and the motion passed.
 - g. The Board voted on Jan 8, 2020 to move \$4,116.15 from the Reserve account to the General account for the replacement cost of the new card reader system. The actual cost was \$3,631.76 and this will be the amount to be moved.
 - h. The two outside flood lights on the facility building were replaced for \$525.06. Renate

motioned to move \$525.06 from the Reserve account to the General account for the replacement of the lights. Jackie seconded the motion. A vote was taken and the motion passed.

e. Greenbelt - Rod

1. Bill reported on schedule to start mowing May 18th. Jim received email from Cal Fire that they will be coming out for 3 weeks June 2-5, June 22-26 and July 6-10.

f. Executive Sessions Actions – Met to hire Steve Naslund as a temporary Administrative Assistant full time through June.

7. Committee Reports:

- a. Landscaping – Rod has been talking to Paradise multiple times to get the landscaping in order. Renate asked Rod when landscaping letters will be sent out. Rod will survey area in next few weeks and present to Board those homeowners that will receive letters at June 10th meeting.
- b. Personnel – Barbara, on behalf of the Board, said they very much appreciate Bill and Steve stepping in to helping out during Covid-19 and thank them for their assistance. Barbara has not set up any interviews yet due to Covid-19. Will resume looking once shelter in place lifts. Barbara requested an executive meeting to discuss Board actions and how Board members approach each other.

8. Old Business

- a. CCR's/Bylaws Ballots – Cathy asked if Steve has the ballots. He said they are in the shed. A few people have asked if they have voted.
- b. Access Control Computer - Bill and Steve will set up time to get familiarize with system with Core.
- c. Termites/Repairs) – Bill reported repairs on hold.
- d. Annual Meeting (Voting) – Board discussed when and how to hold Annual Meeting. Decided June 23rd for Zoom Annual Meeting at 7pm. Steve will set up a Voter Inspector to count ballots.
- e. Pool/Spa Plastering Status – Jackie reported she spoke to Adams Pool and they cannot start plastering until the county changes are made. List of changes will be provided by the county later this week. Jackie will submit the changes to Adams Pool. Jackie gave an overview of some of the changes that need to be done. Jackie asked for a quote on replacing the concrete expansion joint filler.
- f. Banking Documents – Cathy updated the Board with getting the signatures changed and online access to accounts for Wells Fargo Bank. The key executive can make changes to the account. Cathy is now the key executive, Barbara, Steve and Renate as signatories. Bill, Cathy and Steve now have debit cards for Mechanics bank.

9. New Business:

- a. Board Officers for 2020 – 2021. Cathy asked the Board to think who wants to serve as officers.

Adjournment – The meeting was adjourned at 8:20 PM.

Next General Meeting Date – June 10 @ TBD, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
June 10, 2020

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

Cathy called the ZOOM meeting to order at 7:05 pm.

1. Establishment of Quorum (6):
 - a. A Quorum was established.
2. Agenda:
 - a. Approval of Agenda – Tom motioned to approve the agenda. Barbara seconded the motion. A vote was taken, the Agenda was approved.
3. Minutes:
 - a. Approval of May 13, 2020 Regular Session Minutes. Tom motioned to approve the Regular Session minutes. Renate seconded the motion. A vote was taken, the motion passed. The May 13, 2020 Regular Session Minutes were approved.
 - b. Approval of May 18, 2020 Executive Session Minutes. Tom motioned to approve the Executive Session minutes. Barbara seconded the motion. A vote was taken, the motion passed. The May 18, 2020 Executive Session Minutes were approved.
4. Public/Board Comments
 - a. Tom asked how non Board members join Zoom meeting.
 - b. A homeowner offered to plant trees in the greenbelt and discuss different options. He would like to contribute to maintenance of the greenbelt area.
5. Correspondence:
 - a. Rod discussed with a homeowner about the tree trimming along Hwy 156.
 - b. Cathy received calls regarding taco and Tap Truck re. their licensing.
6. Reports:
 - a. Maintenance – Bill
 1. Bill announced his last day for working will be June 17th. When he returns, he will complete any unfinished projects. He and Renate weeded the playground, added sand and cleaned up the area.
 2. Bill will install the new doggi pot once it comes in.
 - b. Budget/Utility Report -
 1. The monthly Budget report for May 2020 was presented. Tom motioned to accept the Budget report as presented. Renate seconded the motion. A vote was taken and the motion passed. The Budget report for May was approved.
 - c. Reconciliation Report
 1. Renate and Rod reported that they have seen the May 2020 Bank Reconciliation reports.
 - d. Administrative Report -

1. Steve reported he has sent out pre lien notices for delinquent accounts.
- e. Greenbelt - Rod
 1. Rod reported Ventana mowed the Greenbelt in 2 days. Cal Fire is still scheduled to be working over the next few weeks weeding the Greenbelt. Rod would like to see more of the slopes mowed in the future.
 2. Rod presented 2 bids for Oak & Pine tree removal/stump grinding and 2 bids for chipping brush/branches behind Maul Oak. Rod moved to accept the bid for both projects from AB Tree Service for \$1500. Barbara second the motion. A vote was taken and the motion passed.
- f. Executive Sessions Actions – Met to approve change order for Adams Pool to replace hand rails of pool per county requirements and to fill in cracks in the pool deck. Approved the transfer \$3,400 from Reserve to General account to fund the change order. Approved the transfer of \$1,215 from the Reserve to the General account for filling the cracks.
7. Committee Reports:
 - a. Landscaping – Rod sent out 16 landscaping violations. Rod motioned to send letters to all of the violations to bring the landscaping up to the standards. Tom seconded the motion. A vote was taken and the motion passed.
 - b. Personnel – Barbara sent a status of the open positions to the Board. She has made contact to those that have applied.
8. Old Business
 - a. CCR's/Bylaws Ballots – Cathy asked if Steve has received any more ballots.
 - b. Annual Meeting – Tentative Zoom meeting date set for June 23, 2020 at 7pm.
 - c. Pool/Spa Plastering Status – Jackie submitted her report that they will resume construction the week of June 15th. Adams pool will be installing the auto fill on Thursday, June 11
 - d. Rod received 2 proposals to re-fill the joints on the pool deck. Barbara motioned to accept Dorantes Concrete & Masonry for \$2000. Jim seconded the motion. After discussion, a vote was taken and the motion passed with Rod abstaining.
9. New Business:
 - a. Board

Adjournment – The meeting was adjourned at 7:45 PM.

Next General Meeting Date – July 8th @ TBD, 7:00 pm

Oak Hills Homeowners Association
Annual Meeting Minutes for June 23, 2020
Via Zoom at 7:00 p.m.

Board Members Present: Cathy Garza, Barbara Gulley, Jackie Lonero, Renate Harvey,
Tom Dominy, Jim Wrona, Rod Karg

Cathy called the meeting to order at 7:10 pm

1. Establishment of Quorum (5)
 - a. A quorum was established
2. Agenda
 - a. Approval of Agenda – Tom motioned to accept the agenda. Jackie seconded the motion. A vote was taken. The Agenda was approved.
3. Introductions – Board, Employees
 - a. None given.
4. Board Reports
 - a. Recognition of employees/board members
 - i. Barbara thanked Cathy for her past years of service on the Board and as President. Tom also thanked Cathy for her service.
 - b. Landscape/Greenbelt – R. Karg
 - i. Rod gave a report on current and future work that will be done in the Greenbelt including tree trimming, Cal Fire weeding and tree planting.
 - c. Financials – R. Harvey
 - i. Renate reported that the 2019 budget came in 8% under budget. The 2020 budget as of May is on track. She gave a report on the current Reserve spending for 2020. She reported that the Board will be looking for a new company to do the 2020 Reserve Study.
 - d. Pool/Spa Improvements – J. Lonero
 - i. Jackie reported on the current pool and spa improvements.
 - e. General Info – C. Garza
 - i. Cathy reported that the HOA is doing well during Covid-19. The tennis courts have re-opened under the County's Stage 3 opening. Waiting for the next Stage of opening from the County and hoping it will include Playgrounds. The Board will be looking into what is needed to open the pool per county requirements.
5. Public Comments
 - a. No Comments
6. Election Results

- a. Cathy presented the results of the election. Rod and Tom were re-elected in for 3 years. There were 6 write-in votes. Steve will follow up and talk to the people that were written in and see if they are interested in accepting.
7. Appointment of Director(s) to vacant position(s)
 - a. Cathy called for nominations for President. Barbara nominated Tom. Renate seconded the nomination. After 2 more calls for nominations for President, there were none. A vote was taken and Tom Dominy was elected President.
 - b. Cathy called for nominations for Vice President. Tom nominated Rod. Renate seconded the nomination. After 2 more calls for nominations for Vice President, there were none. A vote was taken and Rod Karg was elected Vice President.
 - c. Cathy called for nominations for Secretary. Jackie nominated Barbara. Tom seconded the nomination. Barbara nominated Jackie but Jackie declined the nomination. After 2 more calls for nominations for Secretary, there were none. A vote was taken and Barbara Gulley was elected Secretary.
 - d. Cathy called for nominations for Treasurer. Barbara nominated Renate. Tom seconded the nomination. After 2 more calls for nominations for Treasurer, there were none. A vote was taken and Renate Harvey was elected Treasurer.
8. Board Nomination
9. Adjournment – Meeting adjourned at 7:48

Next Regular Meeting: July 8, 2020 via Zoom, 7 pm.

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
July 08, 2020

Board members Present: Barbara Gulley, Tom Dominy, Rod Karg, Jim Wrona, & Jackie Lonero

Tom called the ZOOM meeting to order at 7:12 pm.

1. Establishment of Quorum (5):
 - a. A Quorum was established.
2. Agenda:
 - a. Approval of Agenda – Motion to approve agenda. Rod/Barbara. Motion carried.
3. Minutes:
 - a. Approval of June 10, 2020 Regular Session Minutes. Motion to approve June 10, 2020 Regular Session Minutes. Rod/Barbara. Motion carried.
 - b. Approval of June 15 & 16, 2020 Executive Session Minutes. Motioned to approve the Executive Session minutes for Jun 15th & 16th. Rod/Barbara. Motion carried.
 - c. Approval of June 23, 2020 Annual Meeting Minutes. Motioned to approve the Annual Meeting minutes of June 23, 2020. Rod/Barbara. Motion carried.
4. Public/Board Comments
 - a. Tom introduced Dana Suverkrop. Dana expressed interest in joining the Board. Motion to appoint Dana to the Board position that terms out in May 2022. Rod/Jackie. Motion carried.
 - b. Tom introduced Michael Kelly. Michael expressed interest in joining the Board. Motion to appoint Michael to the Board position that terms out in May 2022. Jim/Barbara. Motion carried.
5. Correspondence:
 - a. Steve received call from homeowner wanting to have gravel delivered via access from greenbelt. Rod contacted homeowner and told her it would be okay. Any ruts left by truck will be cleaned up by homeowner.
 - b. Steve received a call from a homeowner with concerns of a eucalyptus tree on HOA property. Rod contacted homeowner and told her that the tree can be trimmed around Sept.
6. Reports:
 - a. Maintenance
 1. None
 - b. Budget/Utility Report -
 1. The monthly Budget report for June 2020 was presented. Both Tom and Rod reviewed the Budget Report. No Objections to the reports, they are accepted.
 - c. Reconciliation Report
 1. Tom and Rod attested that they have reviewed the June 2020 Bank Reconciliation reports.
 - d. Administrative Report -

1. Steve reported that Cynthia Suverkrop reviewed and edited the newsletter articles for the July newsletter.
 2. Steve reported that there have been 185 ballots received for the CC&R's and By-Law voting. He would like to do an audit of the ballots received so far to make sure current homeowners are counted. In the event ballots have been received from homeowners that have moved away, he will send out ballots to those new homeowners.
 3. Steve pointed out that some items on Budget report are close to or have reached over 100% of budget and asked if any Board member needed an explanation.
- e. Greenbelt - Rod
1. Rod requested the Board approve a budget of \$400 to purchase trees to plant in greenbelt. Rod/Barbara. Motion carried.
 2. Rod reported on Cal Fire work in Greenbelt.
- f. Executive Sessions Actions
1. Approval to authorize AB tree service to move logs in greenbelt for \$150.
7. Committee Reports:
- a. Landscaping – Rod motioned for the Board to authorize him to contact Tony Romas to fix a broken sprinkler head for \$30/hr and to use him for future repairs. Michael/Dana. Motion carried.
 - b. Rod motioned to send letters inviting the homeowners that have not cleaned up their landscaping within 30 days of receiving their landscaping violation letter, to a hearing. Rod/Barbara. Motion carried. Date for hearing will be July 29th at 6pm.
 - c. Personnel – Barbara reported the Maintenance position is next to be filled. She has received applications and interviews will be scheduled for Saturday by personnel committee.
8. Old Business
- a. CCR's/Bylaws Ballots
Tom reported that he and Steve will come up with a game plan to gather remaining votes.
 - b. Pool/Spa Plastering Status
Jackie reported that a pool committee met to see if the pool could open with the current County guidelines. The committee decided that there was too much to do in order to open the pool. Barbara would like to see if the pool could be open at least one day a week for the homeowners. Barbara suggested to wait and re-visit in 30 to 45 days to see where things are at. Tom concurred with the suggestion and the Board will re-visit this topic at the next monthly Board meeting.
 - c. Jackie reported on the current repairs that still need to be done around the pool.
9. New Business:
- a. None

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

Next General Meeting Date – August 12th via ZOOM, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
August 12, 2020

Board members Present: Tom Dominy, Rod Karg, Renate Harvey, Barbara Gulley, Dana Suverkrop
Mike Kelly, Fernando Munoz

Tom called the ZOOM meeting to order at 7:01 pm.

1. Establishment of Quorum (7):
 - a. A Quorum was established.
2. Agenda:
 - a. Approval of Agenda – Motion to approve agenda. Rod/Barbara. Motion carried.
3. Minutes:
 - a. Approval of July 8, 2020 Regular Session Minutes. Motion to approve July 8, 2020 Regular Session Minutes. Rod/Barbara. Motion carried.
 - b. Approval of January 8, 2020 Executive Session Minutes. Motioned to approve the Executive Session minutes for January 8th. Rod/Barbara. Motion carried.
4. Public/Board Comments
 - a. Tom introduced Fernando Munoz as new Board member.
 - b. Barbara asked Tom about motions being made via email prior to the board meeting. Tom said it is for the ease of taking minutes, efficiency of running the board meeting and letting Board members review the proposed motion prior to the meeting.
 - c. Homeowner asked the Board about rent signs on 156 and RV's in the neighborhood. She also commented on food trucks in neighborhood and dogs off leash. Also asked about cameras at 156 and Cathedral Oak.
5. Correspondence:
 - a. Steve reported he had a complaint about a neighbor idling their loud motorcycle on a Sunday morning.
 - b. Tom received an email from homeowner regarding wasps by pool fence.
 - c. Jim Wrona, former board member, has resigned from the Board and moved. Tom presented him with a certificate of appreciation and plaque. Tom presented Cathy Garza a certificate of appreciation and plaque for her years of service on the Board.
 - d. Homeowner asked about dog signs stating fines for dogs off leash. The Board decided no further action at this time.
 - e. Tom received call from Election office. They are looking for a voting precinct. Option to hold in parking lot with tents. Tom polled the Board members on their thoughts. Tom will get back with Election office and continue discussions.
6. Reports:
 - a. Maintenance
 1. Tom reviewed the monthly maintenance report with the Board and completed projects. Barbara recommended that Mitch join the Board meeting next month.
 - b. Budget/Utility Report

1. The monthly Budget report for July 2020 was presented. Both Renate and Rod reviewed the Budget Report. No Objections to the reports, they are accepted.
- c. Reconciliation Report
 1. Renate and Rod attested that they have reviewed the July 2020 Bank Reconciliation reports.
- d. Administrative Report -
 1. Steve reported that 196 ballots (73%) have been received for the CC&R and By-Law voting.
 2. Steve reported that he is still trying to get in touch with Cal Am Water to mark their sewer drain covers in the greenbelt.
 3. Steve reported that the Reserve CD at Wells Fargo will mature on September 1, 2020. He is looking at other banks to see what their rates are. Current rate for CD was .15%
- e. Greenbelt - Rod
 1. Rod reported Cal Fire completed their chipping their brush.
 2. Rod reported that trees have been planted behind 9665 Oracle Oak.
 3. Rod completed a survey of the trees surround the homes in Oak Hills and there are about 8 large trees that will have to be removed over the next 2 years.
- f. Executive Sessions Actions
 1. Approval to hire Mitch Lemus to fill the Maintenance position.
 2. The Board approved to accept Adams Pool Solutions proposal to repair and re-plaster both pool and spa and any additional items on the contract for agreed price of \$19,400 plus permits.
7. Committee Reports:
 - a. Landscaping – Rod
 1. Rod presented proposals for pruning 5 trees along Charter Oak and removal of 2 dying trees. Rod entertained a motion to accept the bid from AB Tree Service for \$3,525. Rod motioned, Barbara second. After discussion, a vote was taken and the motion passed.
 2. Rod thanked Bill Harvey for repairing sprinklers and now they are all working. Rod recommended adding 4 more sprinklers to fill in the dry areas for about \$120 in materials and labor.
 - b. Personnel
 1. Barbara reported that the weekend position still is open but hiring is on hold until further notice due to the pool still being closed.
 2. Barbara asked if any board members would like to take over being the chair of the Personnel Committee.
8. Old Business
 - a. CCR's/Bylaws Ballots
 1. Steve gave the ballot return info in his report. Tom would like to see 250 ballots turned in prior to counting. Dana suggested he and Tom go over the list of non returned ballots.
 - b. Pool/Spa
 1. Rod reported Adams Pool came out to replace the caulking around the pool. Only caulking replaced was around the coping only and not entire pool deck. Rod will get in touch with Adams Pool to resolve issue.

C. Bids to replace spa heater

1. Rod moved to accept the bid from HydrotechS Pool and Spa to replace the heater for \$3,140.49. Mike second the motion. After discussion, a vote was taken and the motion passed.
2. Bids to change out spa circulation pump, install new circulation pump for pool and re-plumb the pool filters. Steve presented an initial bid from Leslie. After discussion, Steve will talk to Leslie to refine and clarify the bids.

9. New Business:

a. Restrictions Committee

1. Tom asked for a Board member to chair this committee. Dana, Mike and Jerry Gifford would like to join committee.

b. Pool Opening Guidelines

1. Tom discussed the requirements to open the pool. He would like to have a committee to recommend to the Board on what to do. Mike, Fernando, Michelle McLeod and Tom volunteered to be on the committee.

c. Railroad ties/dirt barriers by parking lot replacement

1. Tom discussed the replacement of the railroad tie retaining wall to be replaced by the parking lot gate. Rod suggested to remove most of the ties and leave the rest. Mitch will be directed to remove the top ties and ties by the street.

d. RV vehicles parked on streets

1. Dana was asked by a homeowner about an RV parked on the street. Dana looked into the issue about RV, Boat and Travel Trailers left on the street. There is a link on the Monterey County site to address these issues. Dana said there will be an article in the next Greenbelt regarding this issue. The web site will be updated with the necessary information.

Adjournment – The meeting was adjourned at 8:16 PM.

Next General Meeting Date – September 9th via ZOOM, 7:00 pm

Minutes submitted by:

Barbara Gulley – Secretary

Date

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
September 9, 2020

Board members Present: Tom Dominy, Rod Karg, Renate Harvey, Dana Suverkrop,
Mike Kelly, Fernando Munoz, Todd Fridey (appointed during meeting)

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. Rod/Renate. Motion carried.
3. Minutes:
 - a. Approval of August 12, 2020 Regular Session Minutes. Motion to approve August 12, 2020 Regular Session Minutes. Rod/Renate. Motion carried.
 - b. Approval of August 24, 2020 Executive Session Minutes. Motioned to approve the Executive Session minutes for August 24. Rod/Renate. Motion carried.
4. Public/Board Comments
 - a. Tom introduced Todd Fridey. Todd expressed interest in joining the Board. Motion to appoint Todd to the Board position that terms out in May 2022. Rod/Renate. Motion carried.
5. Correspondence:
 - a. Tom addressed a homeowners concern about how the HOA handles homeowners playing loud music and being rowdy.
6. Reports:
 - a. Maintenance
 1. Tom reviewed the monthly maintenance report with the Board.
 - b. Budget/Utility Report
 1. The monthly Budget report for August 2020 was presented. Rod/Renate motion to accept the budget report as presented. Motion carries
 - c. Reconciliation Report
 1. Renate and Rod attested that they have reviewed the August 2020 financial documents and reports.
 - d. Administrative Report -
 1. Steve reported that 224 ballots (83%) have been received for the CC&R and By-Law voting.
 2. Steve reported that he has been unable to get in touch with the local Cal Am Water to mark their sewer drain covers in the greenbelt.
 3. Steve reported that the Reserve CD at Wells Fargo has been closed and the funds moved to the Wells Fargo Business Savings account. He recommended moving the funds from WFB to Pinnacle Bank.

4. Steve asked for a Motion to move the following funds from Reserve to General account:
Move \$19,400 from Reserve to General for Pool and Spa resurfacing.
Move \$1,041 from Reserve to General for the County Permit needed for Adams pool work.
Move \$1,500 from Reserve to General for Concrete repairs on pool deck.
Move \$3,140.49 from Reserve to General for Spa Heater Replacement.
Move \$1,215 from Reserve to General for Mastic replacement around Pool and Spa coping.
Move \$552.76 from Reserve to General for replacement of 3 tennis court nets.
Total funds to be transferred: \$26,849.25. Rod/Mike. Vote taken and motion carries.
- e. Greenbelt - Rod
 1. Rod presented 4 proposals for work in Greenbelt. AB tree service had the lowest bid. Rod moved to accept AB Tree Service proposal for \$4,700. Fernando second. Vote taken, motion carries.
 2. Rod sent email for a tree planting project between Madras Path and Hwy 156. and looking for volunteers. Budget request \$3,300 paid from Special Projects. Rod/Dana. After discussion, a vote was taken and the motion carries.
- f. Executive Sessions Actions
 1. No Action taken in August 24, 2020 executive meeting.
7. Committee Reports:
 - a. Landscaping – Rod
 1. No Report.
8. Old Business
 - a. CCR's/Bylaws Ballots
 1. Steve gave the ballot return info in his report. Board discussed when to start counting ballots.
 - b. Pool/Spa
 1. Steve reported that the Spa Heater has been replaced with a commercial grade heater.
 2. Rod reported that the concrete repairs started to crack right after the repairs were made. The contractor gave a 25% refund.
 3. Steve has been working with Leslie's pool and spa trying to rectify the wrong pump being installed for the Spa. He presented several options and recommends having Leslie's Pool and Spa refund the difference of the pump cost and leave the current pump where it is at. Rod motion to accept the quote to refund the pump cost and leave the current pump in place. Renate seconded the motion. After discussion, a vote was taken and the motion passed.
 - c. Railroad ties/dirt barriers by parking lot replacement
 1. Tom reported project on hold.
 - d. Restrictions Committee
 1. Tom reported Mike K., Jerry G., Tom D., Dana S. & Keturah H. on the committee.
 - e. RV vehicles parked on streets
 1. Dana reported that an article was written for the past newsletter.

9. New Business:

a. Pool Opening Guidelines

1. Mike motioned that the Board recommends reopening the pool Wednesday September 16th based on the recommendations attached excluding item numbers 14, 16 and 22. Fernando seconded the motion. After discussion, a vote was taken and the motion passed.
2. Mike motioned that the Board recommends no guests other than those living in the household. Fernando seconded the motion. After discussion a vote was taken and the motion carries.
3. Todd motioned that the Board recommends those under the age of 18 must enter with someone from the household 18 or older. Mike seconded the motion. After discussion, a vote was taken and the motion carries.
4. Todd motioned to approve the use of a phone based system, for appointments, costing \$150 per month. Mike seconded the motion. After discussion, motion was withdrawn.
5. Fernando motioned to approve appointments with a paper based system placed inside the gates for 7 days, first come first serve. The attached appointment sheet is approved without changes. Rod seconded the motion. After discussion, a vote was taken and the motion carries.
6. Mike motioned to install a sign behind the monthly meeting sign POOL REOPENING MONDAY SEPT 14th MAKE APPOINTMENT. Fernando seconded the motion. After discussion, the motion was withdrawn.
7. Rod motion for the pool committee have a budget of \$300 for signs. Mike seconded the motion. After discussion, a vote was taken and motion passed.
8. Todd motion to approve letter to be sent to homeowners informing them of the pool opening, guidelines and waiver. Mike seconded the motion. After discussion, a vote was taken and motion passed.

Adjournment – The meeting was adjourned at 8:16 PM.

Next General Meeting Date – October 14, 2020 via ZOOM, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
October 14, 2020

Board members Present: Tom Dominy, Rod Karg, Dana Suverkrop, Mike Kelly, Renate Harvey,
Fernando Munoz, Todd Fridey, Jackie Lonero, Barbara Gulley

Tom called the ZOOM meeting to order at 7:04 pm.

1. Establishment of Quorum (5):
 - a. A Quorum was established.
2. Agenda:
 - a. Approval of Agenda – Motion to approve agenda. Rod/Barbara. Motion carried.
3. Minutes:
 - a. Approval of September 9, 2020 Regular Session Minutes. Motion to approve September 9, 2020 Regular Session Minutes. Rod/Barbara. Motion carried.
 - b. Approval of October 9, 2020 Exec Meeting. Motion to approve October 9, 2020 Executive Minutes. Rod/Barbara. Motion carried.
4. Public/Board Comments
 - a. Homeowner questioned a homeowner that built a gate to access the greenbelt and now there is traffic through gate. Board will look into it.
 - b. Homeowner ask to put email address on monthly board meeting notice.
 - c. Homeowner asked the Board members to put their title by name in Zoom meeting
 - d. Dana reported that the County does not recommend trick or treating. He recommended putting a sign at the map and pool house stating no trick or treating. The Board discussed recommendations.
5. Correspondence:
 - a. Fernando reported that he was asked by a few homeowners if pool would be open through Thanksgiving.
6. Reports:
 - a. Maintenance
 1. Tom reviewed completed maintenance tasks and tasks needed to open the pool.
 - b. Budget/Utility Report
 1. The monthly Budget report for September 2020 was presented. Barbara/Jackie motion to accept the budget report as presented. After discussion, the motion carries.
 - c. Reconciliation Report
 1. Renate and Rod attested that they have reviewed the September 2020 financial documents and reports.
 - d. Administrative Report -
 1. Steve reported that he has emailed Golden Consulting to get a timeframe on the Reserve Study. Waiting to hear back from them.

2. Steve reported that he was able to talk to a Cal Am Water employee and ask that the Sewer Manager contact him.
 3. Steve reported that Mitch got Blackthorne Spa to match our current vendor's prices on chemicals and deliver at no charge. He is in the process of setting up an account with Blackthorne Spa.
 4. Steve reminded the Board that newsletter articles are due by Oct 25th to Cynthia (Editor). He also confirmed Holiday decoration contest is on.
 5. Barbara complimented Steve on saving the HOA hundreds of dollars on the last mailing. She also complimented Steve & Mitch for looking at ways to save the HOA money.
- e. Greenbelt - Rod
1. Rod reported 2 out of 3 board approved greenbelt projects have been completed. The project behind Scarlet Oak is too wet to access.
 2. Tree planting project slated for Oct 31, 9am to plant trees.
- f. Executive Sessions Actions
1. None to report.
7. Committee Reports:
- a. Landscaping – Rod
1. Rod reported that a homeowner is complaining of an HOA shedding branches and shedding needles onto her yard. The tree is dying and Rod recommended that the tree be taken down. The Board ask Rod to get a few bids and present the bids at the next board meeting.
8. Old Business
- a. CCR's/Bylaws Ballots
1. Tom reported that the HOA is under the new CC&Rs and Bylaws.
- b. Railroad ties/dirt barriers by parking lot replacement
1. Tom will put this project on the maintenance project list.
- d. Architectural Committee
1. Tom reported their first meeting will be October 15th at 7pm.
9. New Business:
- a. Park / Playground Reopening - Tom
1. Tom talked about the park / playground opening. It will be sanitized daily.
- b. Pool Closing Date
1. Tom discussed with the Board extending the pool closing date, weather permitting. After discussion, the Board will hold a brief meeting to discuss options. Rod inquired on when the pool closes, how will the playground stay open if no one will be working on the weekends. Todd volunteered to sanitize the playground on the weekends when he is home.
- c. New Maintenance Projects
1. Tom asked the Board if they see anything that need to be done, to bring it to his attention and he will add it to the project list.

Adjournment – The meeting was adjourned at 7:55 PM. Jackie/Todd
Next General Meeting Date – November 11, 2020 via ZOOM, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
November 11, 2020

Board members Present: Tom Dominy, Rod Karg, Dana Suverkrop, Mike Kelly,
Todd Fridey, Jackie Lonero, Barbara Gulley and Renate Harvey

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. Jackie/Barbara. Motion carried.
3. Minutes:
 - a. Approval of October 14, 2020 Regular Session Minutes. Motion to approve October 14, 2020 Regular Session Minutes. Barbara/Jackie. Motion carried.
4. Public/Board Comments
 - a. Dana talked about the easement on Brome trail that is blocked. Rod spoke to the owner about making the gate accessible. Tom will put it on the agenda for December.
 - b. Jerry commented on the leaning palm tree on Charter Oak. Jerry questioned a homeowner that has a gate onto the greenbelt. Jerry commented on updating the retaining wall on Maul Oak corner.
 - c. Todd suggested to get a professional opinion on the leaning palm tree. Rod suggested to call the county and let them know about the tree overhanging a county road.
 - d. Cathy said she contacted a Board member about an oak tree hanging over Maul Oak. Richard did not agree how the board handled the situation.
5. Correspondence:
 - a. Tom received an email about a Facebook group called Buy Nothing North Monterey County that collects free items by group members. A group member was picking up free items and also delivered parcels.
 - b. Michelle commented that PDF documents on web site be searchable. Tom said Steve will take care of it.
 - c. The Board received several emails thanking the Board for opening the pool and keep the pool open as long as practical.
6. Reports:
 - a. Maintenance
 1. Rod wanted to see a list of upcoming projects. Tom will send the list to the Board.
 - b. Budget/Utility Report
 1. The monthly Budget report for October 2020 was presented. Renate/Barbara motion to accept the budget report as presented. After discussion, a vote was taken and the motion passed.
 2. Renate presented the proposed 2021 Budget. Renate motioned to accept the proposed 2021 budget. Rod second the motion. After discussion, a vote was taken and the motion passed.

- c. Reconciliation Report
 - 1. Renate and Rod attested that they have reviewed the October 2020 financial documents and reports.
- d. Administrative Report -
 - 1. Steve reported that Golden Consulting completed the Reserve Study. The committee has reviewed it and made some adjustments which have been sent back to them.
 - 2. Steve reported that he received Leslie's Pool refunded for the price difference of the incorrect circulation pump that was installed earlier this year. The amount refunded was \$719.40. He asked for a motion to move \$2,109.27 from the Reserve account to the General account to fund the Spa Circulation pump. Tom motioned, Renate second. After discussion, a vote was taken and the motion passed.
- e. Greenbelt - Rod
 - 1. Rod reported that the dead brush cleanup behind Scarlet Oak has been completed.
 - 2. Rod presented 3 bids to remove Monterey Pine tree at Charter Oak (East of Colonial). Rod motioned to accept Paradise Landscaping bid at \$1,795 to remove the pine tree. Barbara second the motion. After discussion, a vote was taken and the motion passed.
 - 3. Rod reported that the tree planting project is almost completed. He is wrapping up the drip line installation. He thanked all of the volunteers for the help.
- f. Executive Sessions Actions
 - 1. None to report.
- 7. Committee Reports:
 - a. Landscaping – Rod
 - 1. Rod sent an email to Paradise asking them to use a bag on their mower around the pool.
- 8. Old Business
 - a. Architectural Committee
 - 1. Tom talked about the Board appointing the Architectural Committee members vs. members volunteering on the committee. Tom requested a motion to authorize the Committee Chairperson to get advice from the lawyer's office with a maximum no greater than \$500 in potential fees. Dana second the motion. After discussion, Tom withdrew his motion.
 - 2. Tom motioned that the Board appoints Todd as Chairman, Mike, Jackie, Dana, Jerry to the Architectural Committee. Barbara second the motion. After discussion, a vote was taken and the motion passed.
- 9. New Business:
 - a. Pool Closing Date – Tom
 - 1. The Board discussed when to close the pool. Barbara motioned to keep the pool open through November 30th. Mike second the motion. After discussion, a vote was taken and the motion did not pass. Jackie motioned to keep the pool open through November 15th. Todd second the motion. After discussion, a vote was taken and the motion passed.
 - b. Recreation Center Board Walkthrough
 - 1. Rod proposed to do a walkthrough to look at the HOA assets and to see what needs to be done. He proposed to do the walk through on Nov 14th at 1 pm.
 - c. OHHA Custom Hats

1. Tom discussed adding a web page for the purchasing of custom logo hats and shirts. Tom motioned to add to the web site on how to order custom logo hats and shirts. Dana second the motion. After discussion, Tom withdrew his motion. Tom asked for a committee to be appointed and have Mike chair the committee. Tom and Michelle volunteered to be appointed onto the committee. Tom motioned to have Mike, Tom and Michelle to be appointed to the OHHA Merchandise Committee with Mike as chair. Mike second the motion. After discussion, a vote was taken and the motion passed.

Adjournment – The meeting was adjourned at 8:30 PM. Tom/Jackie
Next General Meeting Date – December 9, 2020 via ZOOM, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
November 11, 2020

Board members Present: Tom Dominy, Rod Karg, Dana Suverkrop, Mike Kelly,
Todd Fridey, Jackie Lonero, Barbara Gulley and Renate Harvey

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. Jackie/Barbara. Motion carried.
3. Minutes:
 - a. Approval of October 14, 2020 Regular Session Minutes. Motion to approve October 14, 2020 Regular Session Minutes. Barbara/Jackie. Motion carried.
4. Public/Board Comments
 - a. Dana talked about the easement on Brome trail that is blocked. Rod spoke to the owner about making the gate accessible. Tom will put it on the agenda for December.
 - b. Jerry commented on the leaning palm tree on Charter Oak. Jerry questioned a homeowner that has a gate onto the greenbelt. Jerry commented on updating the retaining wall on Maul Oak corner.
 - c. Todd suggested to get a professional opinion on the leaning palm tree. Rod suggested to call the county and let them know about the tree overhanging a county road.
 - d. Cathy said she contacted a Board member about an oak tree hanging over Maul Oak. Richard did not agree how the board handled the situation.
5. Correspondence:
 - a. Tom received an email about a Facebook group called Buy Nothing North Monterey County that collects free items by group members. A group member was picking up free items and also delivered parcels.
 - b. Michelle commented that PDF documents on web site be searchable. Tom said Steve will take care of it.
 - c. The Board received several emails thanking the Board for opening the pool and keep the pool open as long as practical.
6. Reports:
 - a. Maintenance
 1. Rod wanted to see a list of upcoming projects. Tom will send the list to the Board.
 - b. Budget/Utility Report
 1. The monthly Budget report for October 2020 was presented. Renate/Barbara motion to accept the budget report as presented. After discussion, a vote was taken and the motion passed.
 2. Renate presented the proposed 2021 Budget. Renate motioned to accept the proposed 2021 budget. Rod second the motion. After discussion, a vote was taken and the motion passed.

- c. Reconciliation Report
 - 1. Renate and Rod attested that they have reviewed the October 2020 financial documents and reports.
- d. Administrative Report -
 - 1. Steve reported that Golden Consulting completed the Reserve Study. The committee has reviewed it and made some adjustments which have been sent back to them.
 - 2. Steve reported that he received Leslie's Pool refunded for the price difference of the incorrect circulation pump that was installed earlier this year. The amount refunded was \$719.40. He asked for a motion to move \$2,109.27 from the Reserve account to the General account to fund the Spa Circulation pump. Tom motioned, Renate second. After discussion, a vote was taken and the motion passed.
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 - 2. Rod presented 3 bids to remove Monterey Pine tree at Charter Oak (East of Colonial). Rod motioned to accept Paradise Landscaping bid at \$1,795 to remove the pine tree. Barbara second the motion. After discussion, a vote was taken and the motion passed.
 - 3. Rod reported that the tree planting project is almost completed. He is wrapping up the drip line installation. He thanked all of the volunteers for the help.
- f. Executive Sessions Actions
 - 1. None to report.
- 7. Committee Reports:
 - a. Landscaping – Rod
 - 1. Rod sent an email to Paradise asking them to use a bag on their mower around the pool.
- 8. Old Business
 - a. Architectural Committee
 - 1. Tom talked about the Board appointing the Architectural Committee members vs. members volunteering on the committee. Tom requested a motion to authorize the Committee Chairperson to get advice from the lawyer's office with a maximum no greater than \$500 in potential fees. Dana second the motion. After discussion, Tom withdrew his motion.
 - 2. Tom motioned that the Board appoints Todd as Chairman, Mike, Jackie, Dana, Jerry to the Architectural Committee. Barbara second the motion. After discussion, a vote was taken and the motion passed.
- 9. New Business:
 - a. Pool Closing Date – Tom
 - 1. The Board discussed when to close the pool. Barbara motioned to keep the pool open through November 30th. Mike second the motion. After discussion, a vote was taken and the motion did not pass. Jackie motioned to keep the pool open through November 15th. Todd second the motion. After discussion, a vote was taken and the motion passed.
 - b. Recreation Center Board Walkthrough
 - 1. Rod proposed to do a walkthrough to look at the HOA assets and to see what needs to be done. He proposed to do the walk through on Nov 14th at 1 pm.
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Adjournment – The meeting was adjourned at 8:30 PM. Tom/Jackie
Next General Meeting Date – December 9, 2020 via ZOOM, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
November 17, 2020

Board members Present: Tom Dominy, Rod Karg, Dana Suverkrop, Todd Fridey, Mike Kelly,
Jackie Lonero, Barbara Gulley, Fernando Munoz, and Renate Harvey

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. Rod/Barbara. Motion carried.
3. Approval of Reserve Studies for fiscal year beginning January 1, 2021:
 - a. Steve had presented to the Board the reserve studies prepared by the Golden Consulting Group for 2021. These reserve studies are for the Oak Hills HOA, Arrowleaf Private Drive, Clover Trail Private Drive, Sandbur Private Drive and Shadow Oak. Renate motion to approve the Oak Hills HOA, Arrowleaf Private Drive, Clover Trail Private Drive, Sandbur Private Drive and Shadow Oak reserve studies for fiscal year beginning January 1, 2021. Barbara second the motion. After discussion, a vote was taken and the motion passed.
4. Private Drive contribution increases:
 - a. Renate motion to accept the recommendation, from Golden Consulting, to increase the Arrowleaf Private Drive bi-monthly Reserve Assessment Contribution Per Unit to \$44. Jackie second the motion. After discussion, a vote was taken and the motion passed.
 - b. Renate motion to accept the recommendation, from Golden Consulting, to increase the Clover Trail Private Drive bi-monthly Reserve Assessment Contribution Per Unit to \$40. Jackie second the motion. After discussion, a vote was taken and the motion passed.
 - c. Renate motion to accept the recommendation, from Golden Consulting, to increase the Sandbur Private Drive bi-monthly Reserve Assessment Contribution Per Unit to \$80. Jackie second the motion. After discussion, a vote was taken and the motion passed.
 - d. Renate motion to accept the recommendation, from Golden Consulting, to increase the Shadow Oak Private bi-monthly Reserve Assessment Contribution Per Unit to \$44. Jackie second the motion. After discussion, a vote was taken and the motion passed.
5. Leaning Palm Tree on Charter Oak.
 - a. Rod contacted the county to see if they could take care of the leaning palm tree. The county said it was on private property and they could not do anything. Rod suggested writing a letter to the homeowner.
6. Authorization of funds for Architectural Review Committee
 - a. Todd motioned to authorize funds up to \$500 for future legal counsel, if needed, for the Architectural Review Committee. Fernando second the motion. After discussion, a vote was taken and the motion passed.

Adjournment – The meeting was adjourned at 7:26 PM. Rod/Barbara
Next General Meeting Date – December 9, 2020 via ZOOM, 7:00 pm

OAK HILLS HOMEOWNERS ASSOCIATION
Board Meeting Minutes
November 17, 2020

Board members Present: Tom Dominy, Rod Karg, Dana Suverkrop, Todd Fridey, Mike Kelly,
Jackie Lonero, Barbara Gulley, Fernando Munoz, and Renate Harvey

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

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 - c. Renate motion to accept the recommendation, from Golden Consulting, to increase the Sandbur Private Drive bi-monthly Reserve Assessment Contribution Per Unit to \$80. Jackie second the motion. After discussion, a vote was taken and the motion passed.
 - d. Renate motion to accept the recommendation, from Golden Consulting, to increase the Shadow Oak Private bi-monthly Reserve Assessment Contribution Per Unit to \$44. Jackie second the motion. After discussion, a vote was taken and the motion passed.
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 - a. Rod contacted the county to see if they could take care of the leaning palm tree. The county said it was on private property and they could not do anything. Rod suggested writing a letter to the homeowner.
6. Authorization of funds for Architectural Review Committee
 - a. Todd motioned to authorize funds up to \$500 for future legal counsel, if needed, for the Architectural Review Committee. Fernando second the motion. After discussion, a vote was taken and the motion passed.

Adjournment – The meeting was adjourned at 7:26 PM. Rod/Barbara
Next General Meeting Date – December 9, 2020 via ZOOM, 7:00 pm