

Palomar Hills Community Association, Inc.
Board of Directors Meeting Minutes
Held via ZOOM video conference
August 17, 2020

Brad Kerkhoff, President - Present
Matt Malone, Vice President - Present
Laurie Daugherty, Treasurer - Present
Donna Potter, Secretary - Present

Signe Dunn - Present
Matt Shields - Present
Robby Trimble - Present

Neighborhood Presidents:

Karin Iorio, Crossings - Present
Don Hollis, Glades - Present
Trisha Dang, Greens - Present
Josh Fee, Meadows - Present

David Dressman - Present
Sara Janes, Townhomes - Present
Mike Schwab, Villas - Present
Linda Smith, Woods - Present

Others in attendance: Mary Beth Hamlett, Charles Jordan, Candy Pettry, Linda W., Peter Woollam, Ross Tekulve, Kevin Culp, Butch Hart, Leslie Nuckols and others logged in via Zoom.

The meeting was held via Zoom due to COVID-19 and social distancing requirements. Brad Kerkhoff called the meeting to order at 7:05 pm.

Minutes: The July 20, 2020 minutes were reviewed. Signe Dunn made a motion for the minutes to be approved, Laurie Daugherty, seconded. They were unanimously approved.

Financial Report: The signatures of the new board members were ratified and affirmed. At the present time, the budget is in good shape due to the action of keeping current expenses down. Due to COVID restrictions on the 2020 budgeted income for clubhouse rentals, optional memberships and swim team fees and memberships, income is anticipated to be reduced approximately \$15,400.00. That being said, labor and miscellaneous cost savings for the month of June because the pool did not open should offset this income reduction. A request was submitted by Cindy Russell to replace an old nonfunctioning air conditioner for \$5,000.00. The request was granted by the board and a portion of the money that was budgeted for blacktopping the Clubhouse parking lot was used to pay for the new HVAC unit, modifying the capital expenditure portion of the budget. The 2020 budget change was submitted to the neighborhood presidents for a vote and approved unanimously. It was noted that it appeared we were ahead of budget for water and utility bills. The determination was made that the budget divides the total utility costs by 12 months, and the seasonality of the pool season shows ahead of budget. This should return to normal once the pool season concludes. Robby Trimble made a motion to approve the financial statement and Matt Malone seconded the motion. The financial statement was unanimously approved.

Modification Requests:

3941 Peppertree Drive - homeowner (Roser) made a request to fill in their in-ground pool with dirt. Matt Malone made a motion to approve the request, Donna Potter, seconded. It was unanimously approved.

2128 Maura Trace - homeowner (Hernandez) made a request to replace the vinyl siding on the front of the residence to brick. Homeowner will not be adding or moving any existing structures. Signe Dunn made a motion to approve the request, Matt Shields, seconded. It was unanimously approved.

4169 Palmetto Drive - homeowner (Taylor) made a request to replace existing wood deck with new wood deck to include a cover for the deck. Matt Malone made a motion to approve the request, Robby Trimble seconded. It was unanimously approved.

Neighborhood Reports:

Crossings Karin Iorio - Nothing to report.

Glades Don Hollis - stated there were 2 homes on the market in the Glades neighborhood.

Greens Trisha Dang - Nothing to report.

Meadows Josh Fee - Nothing to report.

Olde Bridge David Dressman stated there are presently 2 homes undergoing renovation and 2 homes for sale.

Townhomes Sara Janes - Reserve study results were discussed, and they are in the process of establishing a budget committee. Reserve study indicates that Palomar Association is responsible for improvements in the townhome area. Question was asked who is responsible for the sidewalks and the conclusion was the unit owners are responsible.

Villas Mike Schwab - Nothing to report.

Woods Linda Smith - Nothing to report.

New Business:

The wood fence along South Elkhorn Creek at Bowman's Mill has deteriorated and in disrepair. The cost to have it removed is \$800. Matt Malone made a motion to approve the removal of the fence, Laurie Daugherty seconded. It was unanimously approved.

Pool Hours- Pool will remain open until Labor Day. The hours of operation for the family/lap pool on school days will be 4 pm - 7 pm and both pools will be open all day Saturday and Sunday. There was discussion of the possibility of both pools remaining open after Labor Day. It will depend on being able to employ lifeguards beyond Labor Day.

Laurie Daugherty stated according to her research of the Master Documents the Board is responsible for creating and approving the budget. For the budget to be approved at least 51% of the neighborhood presidents must approve. A first draft of the budget will be submitted around the end of September and the budget will make two rounds of drafts in October. By

end of October and November 16 Board Meeting the budget will be presented to all residents and board members for approval.

Old Business:

Butch Hart made a request to be reimbursed for money that he paid for fines after last month's (July 2020) approval of his fence. Request was denied refunding money up until his approval last month. There was a motion to approve a \$50.00 refund for the end of July prepayment. Matt Malone made the motion and Donna Potter seconded the motion.

Manager's Report:

Collections

PHCA currently holds liens on four (4) properties, with outstanding balances totaling \$2,251. One new lien was recorded in July as the homeowner became 90 days delinquent.

Maintenance

- Inspected all irrigation batteries in islands on Palomar Boulevard
- Repaired leak on backflow device for one of the islands
- Replaced lamp in streetlight at Shannawood/Palomar
- Checked irrigation sprinkler for townhomes at Terrace Woods Court
- Repaired chlorinator for family pool
- Repaired flowmeter for family pool
- Purchased tarps to cover family pool each night to keep the ducks out

Miscellaneous

- Mailed letters to several homeowners
- Met with 3 HVAC contractors to get quotes to replace A/C unit for clubhouse loft
- Met with land surveyor to review information to have 2242 Stone Garden Lane surveyed
- Reviewed and approved timecards for pool managers, lifeguards and pool attendants
- Large tree removed from creek located on HOA property by Olde Bridge Estates
- Trees and brush trimmed along walking path behind townhomes

At 8:06 PM, Signe Dunn made a motion to adjourn and seconded by Matt Malone. The meeting was unanimously adjourned.

Minutes submitted by Donna Potter