

Palomar Hills Community Association, Inc.
Board of Directors Meeting Minutes
January 19, 2020

Joe Clabes, President - Present
Jeannie Hixson, Vice President - Present
Marty Solomon, Treasurer - Absent
Jay Hierro, Secretary - Absent

Brad Kerkhoff - Present
Donna Potter - Present
Matt Malone - Present

Neighborhood Presidents:

Sara Janes, Townhomes - Absent
Todd Taylor, Olde Bridge - Present
Karin Iorio, Crossings - Present
Trisha Dang, Greens - Absent

Michael Schwab, Villas - Present
Josh Fee, Meadows - Absent
Linda Smith, Wood - Present
Don Hollis, Glades - Absent

Others in attendance: Donna Dixon, Charissa Skeeters, John Bauer, David Dressman, Richard Frazer, Howard Coleman, Donna Taylor, Lorraine Schmidt, Bob Schmidt, Ross Tekulve, Orla Rooney Mays, Mamata Majmundar, Brian Sumner, Robert Brock, Pei Gao, Quanzhen Huang, Peter Woollam.

Joe Clabes called the meeting to order at 7:02 PM

Minutes: The December 16, 2019 minutes were reviewed. Brad Kerkhoff made a motion for the minutes to be approved, Matt Malone seconded. They were unanimously approved.

Financial Report: The Board reviewed the financial statement/report. Marty Solomon was absent, so Joe Clabes led the discussion. Brad Kerkhoff made a motion to approve the financial report, it was seconded by Jeannie Hixson. It was unanimously approved.

Modification Request- 2405 Olde Bridge Lane- The resident is requesting to build a portico over the front porch. The portico will match the existing exterior trim and doors will be changed from single to double doors and will be wood. The portico will be contained to the footprint of the existing porch. However, if not enough support, then footers will have to be added which will add nine inches to each side of porch. A motion was made by Brad Kerkhoff, seconded by Matt Malone, to allow the front porch portico. It was unanimously approved.

The second request for 2405 Olde Bride Lane is to build a covered area over a portion of the first floor section of the rear deck. It will match the pitch of the roof and match the existing shingle color. It will be screened in and have columns added to match the house. It will not change the footprint of the house. Donna Potter made a motion to approve the request over a portion of the first floor, Matt Malone seconded. It was unanimously approved.

Neighborhood Reports:

Glades - Donna Potter reported for Don Hollis about a Glades homeowner with Christmas decorations/tree still outside their home.

Greens - Trisha Dang – Absent.

Meadows - Josh Fee – Absent but Meadows residents are getting signatures for the city to complete a survey on traffic from road that will be open.

Olde Bridge - Todd Taylor stated all kinds of committees have been formed in Olde Bridge. Security Camera, Social and Fence. There was a break-in to a car and the police were called.

Woods - Linda Smith - Nothing to report.

Townhomes - Donna Dixon stated the townhomes are meeting tomorrow to codify the consulting and reserve study.

Crossings - Karin Iorio - Nothing to report.

Villas - Mike Schwab –Noted that the fence along Palomar Blvd. bordering the Villas is looking rough. Cindy will check-in to these issues.

New Business - ADA Compliant Pool Lifts (handicap access for family/lap pool) - After a board member asked to look into buying the ADA lift; Cindy circulated three quotes from our Swim Pro pool supply company for three ADA compliant lifts. One was portable and two were ones that would be attached permanently adjacent to the side of the pool. There was discussion about where the lift would be mounted. It would have to be on the shallow side of pool. It could not be on the end due to the swim team. Board members expressed preference for the side away from the gate. Cindy said that side might not be large enough. She will check into it. There was also discussion about portable steps that would be placed in the pool but would have to be removed for swim meets (three per year). This also would mean losing a lane in swim practice. The Board agreed to table the matter until more quotes were obtained and more thought would be put into placement and needs and measurements. There is around \$5000 set aside in the budget for a lift if the health department required it. There is also \$6000 in the discretionary fund.

Old Business - Proposed fence along Military Pike (Olde Bridge) - A handout was circulated including documents related to Olde Bridge joining the Palomar Hills association. This included an aerial map, a deed of restriction dated October 1, 1995. There was debate about whether a fence could be erected on the Military Pike side and what the West boundary line was. Documents say the West boundary fence is to be maintained by the respective owners. Todd Taylor represented that the side backing up to farmland was the Western boundary. Other neighbors believe it is referring to the Military Pike side. After discussion related to the fencing as well as who has responsibility for the roads of Olde Bridge (the documents say Olde Bridge residents), the discussion moved to where the proposed fence would go and how this would be implemented. The Board felt like lots of issues are still not resolved. They asked for a specific plan of where the fence would go, whose land, and an updated price for a cedar fence looking like the other border fences of Palomar Hills. The neighbors should meet and discuss all of these issues. Once some of these questions are answered, then a more informed decision can be made by Olde Bridge and Palomar Hills collectively.

Requests for Audit - There was a handout related to the levels of review of the financials- Audit, Review and Compilation. There was discussion related to needs and past review from 2008. Todd Taylor requested that the minutes reflect that there are no allegations/suggestions that there is malfeasance on the part of Cindy, Mary Sue or Victoria. With the large surplus and reserve, Palomar Hills is in excellent financial condition.

Brad Kerkhoff made a motion to request a bid for all three types of review (audit, review and compilation), review and audit) from the three CPA firms Palomar Hills has contacted (Breeding Henderson & Hord, Hisle & Company, and RFH, PLLC) for a 3 year period. Donna Potter seconded the motion, it was unanimously approved. Along with the request, Brad Kerkhoff made a motion to allow these companies access to the required documents to prepared bids. This would include Palomar Hills

balance sheets, income statements and other documents necessary for the 36 months the bid would cover, Matt Malone seconded. It was unanimously approved.

Resident Business - Peter Woollam asked what was going on in lower pond in the last week. Cindy said a pipe burst and it was being fixed. Mr. Woollam noted that he believes dredging may need to occur in lower pond.

Manager's Report:

Collections

PHCA currently holds liens on four (4) properties, with outstanding balances totaling 3,802. One account was paid off and the lien released.

Accounting

Mary Sue has mailed employee W-2's and contractor 1099's. She has also filed year-end payroll tax reports and reconciliations for federal, city, state, school, federal and state unemployment.

New Residents

There were 36 property transfers in Palomar Hills in 2019.

Clubhouse Rentals

In 2019 we generated over \$7,900 in rental fees. We hosted 104 parties with 4,300 people in attendance. This does not include neighborhood socials, board meetings, or voting on election days.

Late Fee Income

Late fee income for 2019 was \$4,124.

Clubhouse Events

In 2019 the Palomar Hills Ladies Wine Club will continue to meet monthly to host their socials at the clubhouse.

Maintenance

- Replaced lamp and photocell on street light at Peppertree/Peppertree Court
- Installed 60' of new pipe on pond pump
- Repaired broken sprinkler line on Glades island
- Took down all Christmas decorations and put in storage
- Ordered patio tables for pool area
- Replaced sprinkler box for valves at Man O' War entrance
- Installed solar lights over all mailbox stations in the Townhomes area

Miscellaneous

- Mailed letters to several homeowners not in compliance
- Met with several townhome owners and homeowners
- Input maintenance requests information into townhome computer system
- Scheduled contractors to make miscellaneous repairs at townhomes
- Prepared several clubhouse rental contracts
- Met with some homeowners to discuss removal of street trees

At 8:42 PM, Brad Kerkhoff made a motion to adjourn and seconded by Matt Malone. It was unanimously approved.

Minutes submitted by Jeannie Hixson