

Palomar Hills Community Association, Inc.
Board of Directors Meeting Minutes
Held via ZOOM video conference
March 15, 2021

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

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

Neighborhood Presidents:

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

David Dressman, Olde Bridge - Present
Lori Shelburne, Townhomes - Present
Mike Schwab, Villas - Present
Linda Smith, Woods - Present

Others in attendance: Cindy Russell, Amanda Bledsoe, Judith Stump, Kerry Nemecek, Kim Gooch, Mark Livezey, Hunter Moore, Vickie Stevens, Jay Conne, Peter Woollam, Sharon Woollam, 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 7:00 pm.

Minutes: The February board minutes were reviewed. Signe Dunn made a motion for the minutes to be approved, Matt Shields seconded. They were unanimously approved.

Financial Report: The Agreed Upon Procedures were approved. Next month Clint Long with WealthSouth Institutional Services will present options for investments for non-profits and Homeowner Associations. PHCA signed a contract with Reserve Advisors, and they will present reserve study report when study is completed. Laurie has calculated that we have \$393,000.00 in reserve funds that do not include the \$57,000.00 that we plan to plan out of the income from the homeowners' assessments. We are on track with our spending. We are in good shape for collection of assessments. The snow removal was way over budget due to weather conditions this year. Made deposit for new clubhouse windows. Street globes will be replaced in April and the Clubhouse parking lot will be completed in the fall. Townhomes accounts will be renamed to be more specific in tracking expenditures. The Townhomes budget is right on track on expenditures. Townhome Capital collection is down \$1,110.00. Roof replacement on Building #4 was \$63,071.00. Olde Bridge neighborhood assessment is short one resident payment. Matt Malone made a motion to approve the financial report, Robby Trimble seconded. The financial report was unanimously approved.

Modification Requests:

2117 Maura Trace - The board voted to ratify an email vote for a pergola addition on deck on March 1, 2021. Donna Potter made a motion to ratify previous email approval, Matt Malone seconded. It was unanimously approved.

2236 Stone Garden Lane - Townhome owner made a request to remove shrubs and replace with new plants. Drawing of proposed landscaping was presented. Matt Malone made a motion to approve, Matt Shields seconded. It was unanimously approved.

Neighborhood Reports:

Crossings - Karin Iorio - Good

Glades - Don Hollis - Absent

Greens - Trisha Dang - Everything is good

Meadows - Josh Fee - Everything is good

Olde Bridge - David Dressman - Everything is good

Woods - Linda Smith - Good

Townhomes - Lori Shelbourne - Lost a speed bump during snow removal. Transitioning to new board is going well. Finances much improved. Working on by-laws.

Villas - Mike Schwab - Absent

New Business: Discussion was made regarding the decision to go with a company that is a general contracting company chosen to do Building 19 in the townhomes. Questions on who will be responsible for overseeing work being done to replace roofs and all work is up to code. Comment why we are going to another contractor that is not specifically a roofing company. Brad stated that McClellan Homes was the least expensive (\$7,000.00 less) and former president of the Homebuilders Association. Concern was expressed that McClellan was not a roofing company. Signe Dunn made a motion to ratify the email approving McClellan Homes, Matt Shields seconded the motion. Laurie Daugherty requested that she be listed as not voting to approve McClellan for the roofing bid.

Cindy Russell stated the surge tank for the family pool is leaking and needs to be re-lined. The company chosen to repair the pool is Carolina Pool Liners. Carolina Pool Liners bid includes a 12-year warranty. The vote was taken via email. Matt Malone made a motion to ratify previous email approval, Matt Shields seconded. It was unanimously approved.

Trisha Dang asked if Palomar would have a swim team this year. Cindy said we must follow the COVID protocols and state guidelines. Cindy will contact Becky Brooks to discuss plans for the swim team. Cindy has already been in contact with 8 lifeguards to hire for the summer. Trisha Dang also expressed concern that a youngster's bike had been thrown into the pond and that all residents should feel safe and secure in the neighborhood. A suggestion was made to purchase cameras around the pond, tennis courts and parking lot. A neighborhood watch committee was suggested as a possibility for Palomar residents. Further discussion will follow.

Reserve Advisor's Matt Ferguson did a site visit on March 8. Report will follow.

Capital Projects Continued:

- 1) Clubhouse parking lot will be resurfaced sometime in late September/October.
- 2) Clubhouse windows will be replaced by the end of June. Board members were contacted, and most members voted on the clay color for the inside and outside of the windows. The window company has requested a 50% deposit of \$11,000.00.
- 3) Streetlights-new globes will be installed sometime between March and April of this year.

Peter Woollam questioned the responsibilities of the new landscape company that was hired. Do their responsibilities include fertilizing, weeding, mowing and branch removal and who is responsible for making sure job is satisfactory? Cindy stated that she and Lester oversee the landscaping in Palomar.

Collections

PHCA currently holds liens on four (4) properties, with outstanding balances totaling \$2,773. One homeowner has agreed to make monthly payments.

Maintenance

- Installed new fountain in pond in townhomes area
- Adjusted timers for landscape lighting
- Worked on getting bids for surge tank repairs
- Ordered street light globes
- Made drywall repairs in clubhouse
- Replaced elbow on downspout in townhomes (2257 Stone Garden Lane)
- Secured gutter guard in gutter in townhomes (2241 Stone Garden Lane)
- Picked up trash along Man O' War

Miscellaneous

- Met several times with a prospective handyman for the townhomes
- Met with owner of Horseshoe Pressure Washing regarding the Villas fence
- Scheduled inspections with Harrisons Roofing for reported leaks by townhome residents
- Met with landscape company regarding trimming in the townhomes
- Met with Reserve Advisors engineer

At 8:25 pm, Signe Dunn made a motion to adjourn, Matt Malone seconded. It was unanimously approved.

Minutes submitted by Donna Potter