

**Palomar Hills Community Association, Inc.**  
**Board of Directors Meeting Minutes**  
**September 16, 2019**

Joe Clabes, President - Present	Brad Kerkhoff - Present
Jeannie Hixson, Vice President - Present	Donna Potter - Present
Marty Solomon, Treasurer - Present	Matt Malone - Present
Jay Hierro, Secretary - Absent	

**Neighborhood Presidents:**

Leah Tolliver, Townhomes - Present	Michael Schwab, Villas - Present
Todd Taylor, Olde Bridge - Present	Josh Fee, Meadows - Present
Karin Iorio, Crossings - Present	Linda Smith, Woods - Present
Trisha Dang, Greens - Present	Don Hollis, Glades - Present

**Others in attendance:** Bob & Deb Dunbar, Jo Ann Ellington, Vicki Stevens, Sara Demuth, Jay Conne, Sara Janes, and Peter Woollam

Joe Clabes called the meeting to order at 7:00 PM

**Minutes:** The August Board Meeting minutes were reviewed. Brad Kerkhoff asked that the minutes be corrected as to his point of order related to the 2019-2020 election of officers. He requested the minutes reflect his point of order was to the presentation of a slate versus voting on individual offices as Robert's Rules of Order presents. The minutes shall reflect "Brad Kerkhoff made a Point of Order stating that Robert's Rules requires elections of individual officers versus a slate." Brad Kerkhoff made a motion to approve the minutes as amended, Matt Malone seconded. It was unanimously approved. In addition, after discussion the Board agreed to vote again for officers when all Board members were present with individual office nominations.

**Financial Report:** Marty Solomon discussed the financial report. Marty Solomon stated the Association is right on target related to the 2019 budget. He discussed the importance of budgeting and keeping line items separate. The Board and Presidents discussed setting a date for the first of several budget meetings. An email will be sent to the neighborhood letting them know it is budgeting time and asking them to contact Presidents or the Board with thoughts or concerns. The Board reviewed the financial statement/report. A motion was made by Matt Malone to approve the financial report, Brad Kerkhoff seconded it. It was unanimously approved.

**Neighborhood Reports:**

Glades- Don Hollis stated that there is a meeting on September 18<sup>th</sup> at 7 in the clubhouse with the developers of Palomar Foundations Shopping Center. This is to update residents on the status of the project. He requested the meeting for Glades' residents, but any Palomar resident is welcome to attend. Cindy will send a notice out on the blog/email. One resident added that the hotel plan has

changed and the pool will be the closest to the Glades. The dumpsters will now be further away. This should alleviate some noise.

Greens – Trisha Dang – Nothing to report.

Meadows – Josh Fee- Nothing to report.

Olde Bridge - Todd Taylor – Nothing to report.

Woods-Linda Smith – Nothing to report.

Townhomes - Leah Tolliver – The board members at the townhomes have been elected for 2019-2020. They are in the process of electing officers. Leah has decided not to run for the board and her term will expire on September 30th. The \$600 assessment was due on 9/16/19. She discussed the townhome maintenance issues that are necessary. The issues were discussed in depth at the TH board meetings. The Board wished Leah well.

Crossings - Karin Iorio- Nothing to report

Villas - Mike Schwab stated that a resident had called with concerns with common area trees and how they are being trimmed.

#### **New Business-**

**Adult Social-** Linda Smith reminded everyone that there will be a Concert in the Park on September 28<sup>th</sup>. ENCORE of Lexington will play. JIRL's Food Truck and Mister Softee Ice Cream truck will be there for residents to purchase food. The event starts at 7 pm and will run until 10:30 pm.

Residents discussed the upcoming children's Christmas party and ideas for movies in the park next summer. There will be clubhouse attendants passing out candy at Halloween.

**Tennis Court Lighting-** Matt Malone brought up an issue with the lights not working on the tennis courts. The Board is looking at changing the lights to LED when the bulbs are replaced. Residents also noted it takes half hour for lights to warm up at times. Peter Woollam noted broken glass one morning on the basketball court. He also discussed basketball court locks and security.

**Adult Pool-** Matt Malone requested leaving the adult pool open longer, due the continued high temperatures. The Board discussed costs of keeping it open. Marty Solomon stated there was no money in the line item budget available for pool chemicals and lifeguards. Other suggested the general pool maintenance line item had extra funds. Residents and Neighborhood Presidents discussed their views. The chemicals need to be checked daily as well as cleaning of the pool and bathrooms. Lester can handle this during the week. There was discussion of staffing issues to unlock and lock gates, clean and check chemicals on the weekend. No lifeguards are available to work any longer. After discussion, Matt Malone made a motion to keep the adult pool open through September 22, 2019, if there is staff to accommodate. It was seconded by Brad Kerkhoff. There were four in favor, one against. The motion carried.

**Resident Business-** Leah Tolliver stated the townhomes might be looking for a general contractor type person to keep up with maintenance jobs and requests. This would be paid for out of townhome money. Currently, a townhome resident does this. He works 40 plus hours a week for no pay and has

decided to stop. The Board collectively stated as long as the person/company was an independent contractor and had appropriate insurance and other necessary documentation, and was paid with townhome funds, it sounded ok to them if necessary.

**Manager's Report:**

**Collections**

PHCA currently holds liens on four (4) properties, with outstanding balances totaling \$3,415. One account has been turned over to our attorney for collection.

**Maintenance**

- Re-set timer for tennis court lights
- Closed baby pool and family pool for the season
- Repaired sprinkler heads and 1 solenoid at townhomes
- Repaired streetlight fixture at townhomes
- Replaced 1 solenoid for irrigation system at clubhouse
- Replaced lamp/bulb on streetlight pole (Syringa Drive)
- In process of replacing fence enclosure for trash can area at clubhouse

**Miscellaneous**

- Met with 4 electrical contractors to get bids to replace all fixtures with LED fixtures on tennis court poles. There are a total of 12 fixtures.
- Met with 2 paving contractors to get bids to mill keyways and other areas of the clubhouse parking lot and to overlay entire parking lot with new asphalt
- Mailed letters to several homeowners that are not in compliance

At 8:22 PM, Marty Solomon made a motion to adjourn and seconded by Jeannie Hixson. It was unanimously approved.

*Minutes submitted by Jeannie Hixson*