

## **PHOA BOARD MEETING Minutes, February 12, 2024**

Attendees – Board members Becky, Carl, Judy, Julie, Chris K., and Rob. Jeff Amerine also joined the meeting as technology expert to speak about the challenges with the online membership and trash payment option.

The meeting was called to order at 7:07 PM and was conducted in person, except that Judy participated virtually.

As the first order of business, the Board and Jeff discussed the lack of a working online payment mechanism for membership and trash dues. Jeff described his research on alternative payment options since Adams Bank's vendor, Clover Merchant Services, is unable to handle online PHOA dues at the present time. If it had worked, there would have been a direct link to the processor from the PHOA website and would have allowed the capture of membership data for the trash company. Jeff described his proposed solution -- WooCommerce, the open source e-commerce plug-in for Word Press, as a good option. He described the attractive proposed fee structure, including the lack of a monthly fee. Julie described the testing underway with Woo Commerce prior to a rollout to the PHOA membership. Other comments included: batch processing on a 2-day lag basis, information that will appear on a credit card statement, connectivity with Adams Bank, ability for an email to be sent if the 'cart' information is not submitted, built-in fraud protection, and automation with Google and Apple Pay.

Julie reported that she had received approximately 250 checks for membership and trash, which represented about one-half of the 511 members.

It was noted that a NewsBlast would be sent to advise neighbors of this new bill pay functionality as soon as the set-up was complete and tested. Jeff agreed to update the website and add a link and commented on the functionality to take a credit card via phone.

As the next order of business, the meeting agenda was approved as well as the minutes of the meeting held on February 12 with minor edits.

At 7:17 pm the Board adjourned to Executive session, and reconvened the meeting at 7:27 pm.

### **Committee Reports**

It was noted that Committee reports had been sent out in advance.

**ACC** – In the absence of members of the ACC, Christine reported that the attorney had been instructed to issue a letter to a PHOA member. She also observed that Jim is working with Rob Foster on building a database of ACC activities beginning in 1984 to replace the current paper intensive, manual solution. She also described the potential to bring in an individual to handle the related data entry.

**Membership and Trash** – Julie provided an update on PHOA membership, including two terminations and three members, and described follow-up actions after the original February 20 cutoff, which was subsequently extended to allow neighbors to sign up with the new online solution) for non-payers. The signs at the Pinecliff entrances regarding trash payments will remain until March 1.

**Social** – On behalf of Karin, Christine reported that several food trucks are already scheduled and other purveyors (including some new ones) are reaching out to participate this year.

**Traffic and Safety** – Carl summarized recent activity, including police events, off-duty patrols, and service requests to the City thus far in the month (3 potholes, repair broken/missing curb, and abandoned/permanently parked vehicle). He commented on the increased price of off-duty patrols and Discussion ensued about several properties with ice on the sidewalk and/or in ADA compliant ramps.

**Development** – Becky reported on the proposed conversion by Embrace of the 67-room Baymont hotel proximate to the McDonalds to a group living residence with a maximum of double occupancy for the rooms. She indicated that the likely maximum occupancy at any one time would be 72-75 clients, and commented that Embrace is a community non-profit assisting those with behavioral and mental health issues. While this facility would be close to its North Nevada facilities and has access to public transportation, she indicated that she had reached out to the City planner with concerns about pedestrian safety in the area and the lack of a safe place for people to cross the street. She requested that the planner keep her informed and added that no action is necessary at this point.

**Communications** - The Board agreed that monthly NewsBlasts with timely updates and important information would be more helpful to the PHOA membership than lengthy and relatively infrequent NewsLetters. Topics immediately mentioned included traffic on Garden of the Gods and how to search on the City website for updates, and fire mitigation.

**Other Business** –

- **Dumpster Day** - Discussion continued about hiring a third party crew to handle Dumpster Day and serve as independent enforcers to ensure that impermissible items are not put into the dumpster. A potential firm mentioned was Rock & Rollups. Dates considered were June 10 or June 11.
- **Garage Sale** - The Board considered its potential involvement in a garage sale as well as the involvement of a realtor to organize the event. Concern was noted about ‘freelancers’ and the need for rules. While the Board considered trying this for one year, it was agreed to table this topic for the time being.

There being no further business, following motion duly made and seconded, the meeting was adjourned at 8:33 pm.

Respectfully submitted,

Judith K. Benson  
Secretary