

PHOA MEETING Minutes September 3, 2019

Attendees: Bruce, Carl, Christine, Joel, Judy M, Karin and Judy B. Also present was Paul Lauck, who will be working with Judy M as Trash Co-Director.

The meeting was called to order at 7:11 pm.

As the first order of business, the proposed meeting agenda was unanimously approved. It was noted that the minutes of the August 5 meeting had been unanimously approved by a majority of Board members via email.

ACC Report

While there was no formal ACC report at this meeting, discussion ensued about exterior property improvements without the required prior approval of the ACC as well as trailer parking prohibitions.

Treasurer's Report

The Treasurer reported that the July Treasurer's Report along with annotated bank statements had been sent in advance to Board members. He described payments made in August, including police officer compensation, liability insurance, signs and other costs for the summer kick-off party (porta-party), and the movie rental for the September 6 *Movie in the Park*. He noted that the annual budget would be presented at the upcoming Annual Meeting, including a review of the actual vs. budget expenditures this past fiscal year. He also noted that a budget summary would be included in the September newsletter.

Director Reports

- a. Social Events Report – Karin and Christine described plans for *Movie in the Park* and the related budget, including expenses for the AV equipment movie rental and rights, popcorn and cotton candy machines, drinks and a porta-potty. Discussion ensued about various logistics, including when the food and drinks would be available, event set-up, power source, other required supplies (coolers and ice), and the need for volunteers to help the night of the event.
- b. Trash Service Report – Judy M. reported on the recent spate of real estate sales, and noted that a new trash service recipient was counted effective with the first pick-up. She indicated that five homeowners were added in August and one was closed, bringing the total participation to 466 homes. She also described the proposed bear-proof trash container ordinance which goes into effect on March 1, 2020, and indicated that there would be limited effect on PHOA members as long as bins were not put out earlier than 5 am on the day of trash pick-up and were removed and placed in a secure location by 7 pm that evening. If barrels are resident in an open side porch, outside or within external fencing, tops will be needed to prevent access by a bear. She commented that Bestway estimates the cost of a bear-proof bin to be \$295. If there is sufficient demand, it is estimated that the cost would drop somewhat. Additional information will be included in the upcoming newsletter. Judy also described the new phone system at Bestway and a change in email addresses, and noted that she was working with the PHOA's primary contact to facilitate the testing. Finally, it was noted that the October newsblast will include a column on items that are/are not recyclable.

- c. Criminal Activity and Roads Report – Carl reviewed the patrols for August, noted the lack of success in obtaining patrols for September, and described the proposed October request. He reviewed the police events report for August and commented on year-to-date activity, described a service request to the city to clear brush in front of roadway signs and indicated that no action had been taken, and noted various pothole repair, paving and tree trimming requests. Discussion ensued about the different speed limits (posted and warning) within the PHOA grounds; it was agreed that an article would be included in the September newsletter.
- d. Membership Report – Bruce summarized the report provided by Kim in advance of the meeting to the Board. He indicated that membership at the end of August had grown to 491, with 5 new members and one departure. He also noted that 6 title status letters had been prepared in August.
- e. Secretary’s Report – Nothing to report.
- f. Communications Report – The President described potential additional communiques related to *Movie in the Park*.

President’s Report

The President commented on the new fiscal year for the PHOA, which began September 1, and described the year-end balance of \$43,066.12.

After discussion, the Board unanimously voted to approve the printing of directories at a cost of \$2.00 per directory for those PHOA members who previously had requested a copy.

The President next described the condition of the Popes Valley welcome sign the assistance of Dan Woods, and the need to get a quote for replacement. It was agreed that PHOA volunteers who are not also Board members should be recognized in upcoming newsletters.

Discussion next ensued about the policy for RV parking by out-of-town guests. It was agreed that the President would follow up with the ACC.

It was then noted that Ed Anderson, CPA, one of the two independent reviewers of the annual financials would be preparing the 2018 1120-H Form with the IRS. The Board also considered the independent reviewers for the upcoming year, noting that one would continue on for an additional review cycle to ensure continuity, and identified two potential candidates to fill the second slot. It was agreed that the President would follow up.

The President then indicated that he would review the terms of each Board member and would poll members to see if anyone would be retiring at the end of 2019.

He described the status of the ADU ordinance and its complexities, and indicated that the City Council had asked the Planning Department to start a new analysis.

Old Business

The President described the September newsletter, due dates for articles and the target release on/about September 13. Examples of topics to be covered may include trash and bear update, crime report summary, Point of the Pines repaving, volunteer thank you, end-of-year financials, and real estate activity (among others).

Discussion also ensued about the upcoming annual meeting, including topics to be covered by Council member Don Knight, Board presentations and accompanying slides, and meeting duration – 6:30 pm start and target finish of 8:00 pm.

New Business - None

Karin then described the USPS Informed Delivery service, which provides daily email notifications on mail and packages to be delivered that day. It was agreed that an explanation of this free service would be included in the newsletter.

There being no further business, the meeting was unanimously adjourned at 8:26 pm.

Respectfully submitted,

Judith K. Benson