

**Minutes  
Board of Directors Meeting  
Pilot Hill Estates Homeowners Association**

**Wednesday, October 5, 2016  
6:30 p.m.  
at the Raley Home (4340 Creekside Court)**

Meeting Rules: In respect for everyone's time and effort, be considerate of others and allow the President to run the meeting by being acknowledged to speak to eliminate multiple people talking at the same time.

**A. CALL TO ORDER**

- Roll Call
- Meeting called to order at 6:32 pm. Present were Polly Lowry, Mary Riddle, Valerie McKay, Sandy Raley, Steve Elliott, Charmaine Nishita (?), and Steve and Nancy Costa

**B. MEMBER COMMENT:**

Charmaine reported that she had parked her truck and trailer in the cul-de-sac at the end of Pine Tree Court and that John Greding had come out to complain about it. The Board informed Charmaine that the Board had voted 2 or 3 years ago to not allow the end of Pine Tree Court to be used as a staging area, since it could be abused by either Association members or non-Association members and it wasn't fair to expect residents on Pine Tree Court to police this use. Valerie also brought up that Pine Tree Court has an emergency access to the Garland Ranch and that allowing trailers to park there could block this important access. The Board suggested that this could be discussed at the next annual meeting or perhaps John Greding could be invited to the next monthly Board meeting to discuss the issue.

Nancy and Steve Costa provided an amended letter (also unsigned) in response to our July 28, 2016 letter regarding Board concerns about several activities at their residence on Orchard Court. Nancy Costa stated their printer could not print out the amended letter, so she provided the August 31, 2016 letter with a handwritten note clarifying their request to "...keep our Pheha clients *as we transition to our new location* since..." Nancy also stated she would provide the finalized letter soon with the amendment included.

**C. AGENDA CHANGES AND REVIEW:**

New Business items or change Agenda – no new business items added or changes to the Agenda.

**D. OFFICER AND CHAIR REPORTS:**

1. Secretary's Report
  - a. The August 3, 2016 meeting minutes were reviewed and approved (Valerie motioned, Mary Riddle seconded the motion). The September 7, 2016 Board meeting minutes were reviewed. Amendments were suggested, to be presented at the November 2 Board meeting.
2. Financial Report
  - a. Quarterly statement

As of September 30, the following totals were available in the 3 accounts:

Checking: \$8,941.63

Reserve: \$2,396.00

Savings: \$9,017.79

b. Delinquencies

There are 2 delinquencies that are now in collections.

3. Road and Drainage Chair Report

a. Road Maintenance Plan for 2016 - 2017

Chris is meeting with Simpson and Simpson next week for a quote to pave fixes at the worst spots at 1) Pine Tree Court near Greeding, 2) Pine Tree Circle between Pitre and Campbell, and 3) Entrance of the pond access road. Chris felt that Robinsn Gravel doesn't really want the job, and reported that Simpson and Simpson is super responsive.

4. Pond and Dam Chair Report

- a. Chris killed a hornet/wasp hive at the pond on 9/27. Twin City Tree Service completed brush clearing on 9/27. All that remains are two very large brush piles at the toe of the pond face that will need to be burned this winter.

**E. CONTINUING MATTERS:**

1. Approval for Purchases - none

2. Requests for Reimbursement based on approved purchase

Chris requested (via email) reimbursement for payment of \$1,495 to Twin City Tree Service for the second day of brush clearing. He also requested reimbursement for the hornet spray and safety cones from Home Depot.

3. Fire Safety Council update

Valerie attended the last "Go" event on 9/21. A grant has been submitted for an education tool at Northside School. The results of the submittal will be available in November.

4. Costa update/follow-up letter

Polly will draft a follow-up letter to the Costa's August 31, 2016 letter.

5. Review Action Items List

**F. NEW BUSINESS**

1. Musser property for sale

Polly talked to Theresa Musser sometime in September. Theresa stated her mother is moving in early October and that are trying to sell the temporary mobile home.

2. File storage

Valerie contacted 2 companies that make copies of records. She recommended Secure Record Management in Auburn. The estimated charge is \$189.00 per box.

**G. ADJOURNMENT**

The meeting was adjourned at 7:56 pm (Valerie motioned, Mary seconded).

Respectfully submitted by Polly Lowry