

**Monthly Meeting Minutes**  
**PHEHA Board of Directors**  
**August 4, 2021 – Pond**

**Agenda**

**1. Attendees**

- a. Sandy R., Tami D., Chris C., Bill W., Cindy M., Rachel W., Steve E., Alex M., Kim R., Doug P., and Susan M.,
- b. Called to order at 6:30pm / Adjourn at 7:30pm

**2. Introductions** – There were a number of attendees so introductions were made.

**3. Announcements**

- a. None

**4. Meeting Minutes Review**

- a. Minutes from July meeting were approved via email.

**5. Member Comment**

- a. A homeowner with two parcels requested a second parking placard. One will be mailed to them.

**6. Firewise Program**

- a. There are a few individuals that have volunteered to be on the committee to get PHE recognized as a Firewise community. Being certified may provide an opportunity for decreased California Fair Plan premium.
- b. Cindy M. shared that her insurance company now offers a program called Wildfire Defense Insurance Systems (WDIS) that provides services during a wildfire threat. This is an emergency response service that, if resources are available at the time of the event, bring defense to your door that may include setting up a temporary sprinkler system and spraying a fire-resistant gel to a home. There was a recommendation to check with the insurance carrier to see if something is available. This benefit is still available to individuals that are covered through the Cal Fair Plan.

**7. Emergency Communication/Fire Exit Plan**

- a. Tami has created a pod map for the emergency communication planning.
- b. Steve E. brought up concern about the access road on Spring Court needs to be cleared again after fire season.
- c. Catecroft Trail needs to be walked to determine if it can be used as an exit route.
- d. An emergency route map will be created to post on the website/Facebook and distributed to homeowners. There is designated access at Spring and Pine Tree Courts but ad hoc access at Acorn Lane is needed.

**8. Fire Hydrants** – Next steps, if any, will be determined once Chris is able to reach out to Robin Crowton.

## 9. Officer and Chair Reports

- a. Financial Report – Sandy passed out copies of the financial report.
  - i. Requests for Reimbursement – None
  - ii. (2) Homeowners behind in dues
  - iii. (2) Homeowners owe the \$300 pond assessment fees
- b. Road and Drainage
  - i. Next brush clearing needs to be the empty lot on Pine Tree Circle and along the roadside on Pine Tree Circle.
  - ii. Roads - We're still trying to determine a cost-efficient way to take care of the roads and install speed humps.
  - iii. Before we can take care of the road paving on the Oak View curve, we need to have the ditch dug to keep the water off the road.
    - 1. We may use some of the filler on the pot holes if we can get the ditch dug.
  - iv. A gate is planned for the top of Acorn Lane to block non-HOA members from trespassing on private property. The gate will have coded padlock, similar to the pond.
- c. Pond and Dam
  - i. Discussed the water weeds and the fact that the weeds need to be identified before determining how to treat them.

### Action Item List

Item	Action	Person	Status
1	Prepare annual paving	Chris & Tami	In progress
2	Tow Away Signs	Cindy	Post at trailheads on Acorn and Pine Tree Court
3	Fire access map	Chris	Prepare map to post on website
5	Fire Safe Council/Firewise Certification	Cindy	Ongoing
8	Fire hydrant research	Cindy & Chris	In progress
9	Gate access on Acorn	Bill	Pending f/u with Brownwyn
10	Emergency Communication/Fire Exit Plan	All	In progress - Bill is going to contact Cal Fire re: identifying an escape route/fire lane off Acorn.