

**Monthly Meeting Minutes  
PHEHA Board of Directors  
September 1, 2021 – Pond**

**Agenda**

**1. Attendees**

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

**2. Introductions** – new attendees introduces themselves

**3. Announcements**

- a. None

**4. Meeting Minutes Review**

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

**5. Member Comment**

- a. Via letter – homeowner concern regarding trash cans being left on the roadways. There's nothing regulatory that the Board can enforce but a note will be included in the third quarter newsletter reminding homeowners that we have bears and other animals that are drawn to trash cans and to be considerate of neighbors please pull trash cans off the roadways after they've been emptied.

**6. Firewise Program**

- a. Tami is going to contact Mark Gutierrez to see if he's interested in being involved with the committee being organized for the program.
- b. No updates from volunteers at this time.

**7. Fire Exit Plan**

- a. Catecroft Trail needs to be walked to determine if it can be used as an exit route.
- b. 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. Homeowners behind in dues – no update
  - iii. Homeowners owe the \$300 pond assessment fees - no update
- 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	TBD	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.