

Monthly Meeting Minutes
PHEHA Board of Directors

1. Attendees

- a. Tami D., Chris C., Cindy M.
- b. December 8, 2021; Called to order at 6:30pm / Adjourn at 7:30pm

2. Announcements

- a. Community Work Party Dates: January 15 and February 12
 - i. Meet up will be at the corner of Pine Tree Circle and Spring Court
 - ii. Signs will be posted on Facebook, the website, and in PHE
- b. Pond work party date TBD
- c. No Board meeting in January
- d. Association fees will be increased for 2022. Amount pending board review/approval.
Notice to homeowners will be included in fourth quarter newsletter.

3. Meeting Minutes Review

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

4. Firewise Program – Tami will call CalFire about participating in our program preparation

5. Fire Exit Plan

- a. Catecroft Trail needs to be walked to determine if it can be used as an exit route. Tami to contact CalFire to assist.
- b. Chris is working on the emergency route map 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.

6. Officer and Chair Reports

- a. Financial Report – November Balance Sheet was distributed
- 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.
- c. Pond and Dam
 - i. Grazing at pond dates TBD. Pond will be closed during the grazing period. Signs will be posted in PHE.
 - ii. Ongoing efforts to identify a way to eliminate the water weeds.

Action Item List

Item	Action	Person	Status
1	Prepare annual paving	Chris & Tami	On going
2	Tow Away Signs	Tami	Post at trailheads
3	Fire access map	Chris	Prepare map to post on website
5	Fire Safe Council/Firewise Certification	Cindy	On going
10	Emergency Communication/Fire Exit Plan	All	On going