

**Monthly Meeting Minutes**  
**PHEHA Board of Directors**  
**August 10, 2023 - Holiday Conference Room**

**Called to Order: 6:31pm          Adjourn: 7:30pm**

- Board members: Tami, Chris, Boshion, Cindy, Janis, Sandy, and Maureen
- Homeowners: Steve, Keri, Luke & Brittney, Marlane

**Weed Eating** – \$3k was spent on weed eating areas throughout the Estates including Spring Court easement. A request was made that additional work be done on the Spring Court easement area.

- Post meeting follow-up: Pilot Creek Ranch moved goats in on Friday, August 11 to assist with the area.

**Large hole at the driveway near the mailboxes** - Homeowner has offered to fill the hole with gravel and the Board will reimburse him.

**Speed Bumps** – \$500 per speed bump to install. The community will need to determine where these will be placed.

**Pond Reminder:** The pond is a common area for use by all homeowners in the Estates and be sure to lock the gate when leaving.

**Facebook** – Concerns were raised about the current administration of the Pilot Hill Estates Facebook page. Discussions will continue as to how the Facebook page will be managed at the September Board meeting.

**Miscellaneous Comments**

- Meetings are scheduled from 6:30pm – 8pm. The date of the meeting is based on the availability of the Holiday conference room. Signs will be posted at the PHE entrance and meeting date/time will be posted on the HOA website and Facebook.
- To avoid confusion, lot numbers or last names will be used to refer to properties. Copies of the lot map of the HOA were distributed to everyone at the meeting.
- Meeting etiquette – Please refrain from multiple conversations going at once. This helps to ensure that everyone at the meeting is able to hear the discussion.

**New Business**

- a. **Lot 14** - Dues haven't been paid since December 2020. The Board voted unanimously to turn the homeowners in for collection to Allied Trust Services.
- b. **RV/Trailer Use** – Homeowners have questioned a 5th wheel trailer being parked on a lot in the Estates for an extended period of time. This has been addressed with the homeowner. Reference to the **CC&Rs Article VI – Building & Use Restrictions, Section 5 for regulations regarding camping trailers in the Estates (with the exception of permission by the Board when building a home on the property.**
- c. **CC&Rs Article IV – Assessments/Section 4 Special Assessments for Capital Improvements:** The Board discussed the possibility of a 5% assessment of \$82.50 per property that would bring in an additional \$5,500 towards the road work. This was put forward as an option, only if needed, to completed road or repair work.

## **Officer and Chair Reports**

**President Report** – Nothing to report.

**Vice President Report** – Nothing to report

### **Financial Report –**

- Checking/Savings: \$87,723.23
- Dues invoicing will continue to be sent out via USPS. Electronic payment will be considered.

**Secretary Report** – Nothing to report

**Road Chairman Report** – An additional bid was received from Dave Bunfill Blacktop Service which was \$60k for chip sealing to be done on Oakview Drive from the botts dots to Pine Tree Circle. There are some additional questions around possible patching of areas outside of that so Bunfill will be coming out again to measure possible repairs in addition to that quoted section.

Post meeting follow-up: August 14 - Bunfill provided an additional bid to cover areas on lower Pine Tree Circle to stop at Spring Court. In addition, going up the right shoulder front of lot 62 as well as the hump at the beginning of Pine Tree Court.

**Note:** Homeowners that are interested in private driveway work to be done at the time the HOA work is done, you can contact Dave Bunfill Blacktop Service at 888-926-6197, email them at [davebunfill@yahoo.com](mailto:davebunfill@yahoo.com), or visit their website for additional details at [davebunfillprotectivecoatings.com](http://davebunfillprotectivecoatings.com).

**Pond Chairman Report** – Nothing to report

### **Action Items**

<b>Date</b>	<b>Item</b>	<b>Notes</b>	<b>Status</b>
1/12/2023	The culvert under the pond road needs to be replaced with something bigger (at least 12")	Chris	TBD
3/8/2023	The Creekside culvert ditch fill and pipe cover need fixed	Chris	TBD
1/12/2023	Prepare a paving plan and solicit paving bids	Maureen	In progress
1/12/2023	Reinstall water level gage at pond	Chris to install	In progress
July 2023	"No Turn Around" Pond Sign	Tami	Complete – sign was given to John Bond to post.
July 2023	New HOA website	Cindy	In progress
July 2023	New Homeowner "Welcome" Packet	Cindy	In progress
July 2023	Electronic invoice distribution and dues payment process	Janis, Sandy, & Cindy	In progress