

## **Holly Hills Board Meeting July 16, 2009 Minutes- approved**

Attendance: Board members Marie Page, President and Margaret Tweet, Vice President

Sandra Luna, Treasurer

Marie announced that Lara Harker had stepped down as board member and secretary. She invited volunteers for the positions of board member, secretary, ARC committee and newsletter editor. Nobody volunteered. Doug Tweet was asked by Marie to serve as secretary for this meeting and agreed.

**Call to Order:** 7:06 pm

**Approval of Minutes:** The minutes from May 6 and June 3, 2009 were not approved, deferred to future meeting.

### **Budget**

Discussion was held on Excess operating funds and the capital reserve accounts which have funds over and above the budget. It was noted that Excess Operating Funds contain about \$5656 and the Capital Replacement Funds contain about \$15,566 as of June 30, 2009.

### **Landscaping-**

Margaret noted that an extra invoice for an extra irrigation backflow check was found dated May 28, 2009 from Aqua Tech. **Action:** Marie was not aware of any work order for that and will follow up with TMG on this possible error.

### **Walnut Tree in Park**

Discussion was held and it was clarified that no decision to remove the tree had been made. The Sunshine Tree Service arborist evaluated the tree.

### **Old Business:**

#### **Drainage on 29<sup>th</sup> Ave-**

Doubling the width of the ditch in the common area behind homes on 29th from 2'- 4' would double the cost of the previous bid from Acer using a ditch witch. Acer Landscaping bid to create a 2' wide ditch 300' long with jutte mat behind the homes along 29<sup>th</sup> Ave for drainage Cost : \$ 1250.

4' ditch Cost: \$2500

Drainage Master Bid is for 5' wide, 1.5' deep 300' long and create a berm on downhill side with excavation material. Swale with jutte mat.

Using a mini-excavator that is approx 7.5' tall, 30" wide, 6' long

Cost: \$ 2438 before tax

**Motion:** Margaret motioned to go with Drainage Masters bid, and to reduce to 4' wide if it would be sufficient and save money. Marie seconded the motion.

Margaret also made a motion to also authorize Drainage Masters to service the grated outlet drain behind 29<sup>th</sup>. Marie seconded the motion.

**Action:** Margaret to schedule the work with Drainage Masters

### **Swing Set Replacement-**

A survey to determine whether to replace the broken park swings or not was conducted. Surveys were hand delivered to all houses and an e-mail reminder was sent to those who have provided e-mail addresses to e-list. This was the first survey done online via the website. There were 36 survey responses submitted, which is the highest survey response Holly Hills has had thus far.

- 1) Replace with 2 belt swings on a metal frame. 18**
  
- 2) Expand the chip area for a 4 belt swing metal frame 13**
  
- 3) Replace with another play feature like:  
2-kid spinner or 4 kid spring teeter totter (Pick one) 0**
  
- 4) Replace with a picnic table. 0**
  
- 5) Do not replace 5**

Margaret noted that previous surveys about the park also supported Park equipment improvement. Discussion was held and a decision on replacement was tabled until later in the meeting.

**Motion:** At the end of the meeting, Marie made a motion to replace our broken swingset with a pipe single bay 2-seat swing set including installation and wood chips to come out of the capital reserve account. Margaret seconded the motion.

**Action:** Margaret coordinate site preparation and equipment order

(\*footnote: 2 e-mail responses came in on the survey, 1 for 2-seat swing and another for 4-seat swing which were not announced in the survey total given at the meeting. A homeowner at the meeting who had not filled in a survey opposed the replacement.)

### **Fence Repair**

A bid to repair the fence along 38<sup>th</sup> from Sound Sketch was reviewed at a cost of about \$ 1700 before tax. The decision was deferred until July 30.

**Action:** Sandra offered to try to get a second bid if she could.

### **Reserve Account**

Marie made a motion to cancel a \$ 600 transfer from cash operating to the reserve account. Margaret Seconded the motion and it passed. **Action:** Marie contact TMG.

### **Oak Ridge Lease-**

Marie made a motion to pay \$350 for a lease to be drawn up for leasing the parcel at 31<sup>st</sup> and Dahlia Drive to Oak Ridge neighborhood.

Margaret seconded the motion and it passed.

It was decided to retain the 20-year lease term originally agreed upon.

**Action:** Marie contact attorney to draw up the lease.

### **Management Company selection**

At the July 30 meeting the plan is for 2 companies to present a proposal, and at the August 6 meeting a third presentation will be scheduled. **Action:** Marie and Margaret finalize presentation schedule with potential mgt. companies.

### **Eagle Scout Project-**

The project to sand and re-varnish the two picnic tables in the park has been started. In addition, the sports court is also being pressure washed. The play structure cleaning will also be done this month. This effort is much appreciated as it will improve our park, and keep our costs down.

### **Volunteer HOA positions**

Marie invited volunteers for HOA positions again.

### **TMG billing corrections**

Sandra reported that the corrections appear to have been made as requested. It was unclear whether 50% of late fines had been retained by TMG or not. Sandra noted that delinquent collections were up from previous years.

**Action:** Marie to follow up with the attorney.

### **Homeowner input**

#### **LaCamas Swim and Sport briars**

Fritz Porter asked the board to contact LaCamas Swim and Sport about trimming briars back that overhang Holly Hills lots.

**Action:** Margaret will verify the boundary and contact LaCamas Swim and Sport.

**Other input:** Any new mgt. co contracts should specify a response time and non-performance remedies. Park Survey could be improved by including the costs of the options.

**Marie Page adjourned the meeting at 9:40 pm. 2<sup>nd</sup>: Margaret Tweet**

**Next meeting** scheduled for Thursday July 30, 2009 at 7pm at Grass Valley Fire Station. Potential Mgt company presentations planned.