

## RED OAK HILLS HOMES ASSOCIATION, INC.

### Board Meeting Notes

Date: September 12, 2023

Time: 6:30pm – 8:00pm

Location: Monticello Library

Notes by: Tom Beckenbaugh

1. Call to Order: JC called the meeting to order at 6:40 pm.

2. Roll Call :

**Present:**

|                                      |                                       |                                  |  |
|--------------------------------------|---------------------------------------|----------------------------------|--|
| Jay Carlson – President (JC)         | Tom Beckenbaugh – Vice President (TB) | Tammy Shepherd - Treasurer (TSh) |  |
| David Leavitt (DL)                   | Caitlin Rethorst (CR)                 | Tia Strait (TSt)                 |  |
| Absent:<br>Pam Baur – Secretary (PB) | Ray Chandler (RC)                     | Carole Collyard (CC)             |  |

3. Resident Comments: No residents were in attendance.

4. Officer Reports:

- a. President: JC reported that in excess of 160 residents attended the fall picnic and that the feedback has been positive.
- b. Vice President: TB reported that the Trash/Recycling/Yard Waste FAQ prepared for new residents was recently posted on the website.
- c. Secretary: No report.
- d. Treasurer:
  - i. TSh reported in advance of the meeting that 2023 expenses to date are tracking within budget in each category.
  - ii. TSt reported that a resident on the 6900 block of Mill Creek Road recently expressed interest in joining the Association. TB noted that since the property is outside the platted boundary of Red Oak Hills the current bylaws do not allow Association membership, but it would be possible for the Board to allow residents on this block to join as “informal” members which would allow them to participate in the trash collection program and attend social events, but they would not have voting rights or be eligible to serve on the board, nor would they have any deed restrictions imposed by the Association or have any common areas on their block maintained by the Association. The individual that contacted TSh agreed to solicit interest from his neighbors before further consideration by the Board.

5. Committee Reports:

- a. Architectural: TB reported that two roofing application are currently under review and one accessory building application was recently approved.
- b. Audit: The next audit will be in early 2024, DL will coordinate timing with TSh.
- c. Directory: JC reported that approximately 50 copies of the directory were distributed at the Fall Picnic. Board members agreed to hand deliver copies to their neighbors and JC will distribute copies to the remaining residents.
- d. Maintenance:
  - i. TSt noted that grass seed has been purchased for the bare ground areas along Midland Drive and the areas will be sowed late this fall.
  - ii. TSt shared the master plan for proposed new plantings in the areas along Midland Drive and at each subdivision entrance monument sign. The goal is to have the plant material pricing available for discussion at the October meeting, plant some trees this fall and plant decorative plant material next spring. TSt will contact nearby residents to request assistance in watering new plant materials.
  - iii. TSt noted that one additional ornamental tree along Midland Drive should be removed. Board volunteers will schedule a day this fall to remove and dispose of this tree.
  - iv. DL noted that the nature trail was overgrown; TSt will review and schedule a volunteer work day for this fall.
  - v. TSt reported that an RFP for next year's common area landscape maintenance will be sent to three companies interested in submitting a bid and additional companies will be asked to submit pricing for fertilizer and weed control applications. TB will assist in finalizing the RFP document describing the scope of work.
  - vi. TSt noted that the "ski slope" area between 67<sup>th</sup> Street and 67<sup>th</sup> Terrace currently being mowed by the Association is larger than the approximately 160 foot long common area property owned by the Association. The board agreed that the "ski slope" area should return to a natural state. Residents at the top and bottom of the slope will be notified.
  - vii. JC reported that one resident recently asked about the process for replacing curb addresses. The resident was provided with contact information for the original installer and made arrangements to have their curb address replaced and pay the contractor directly. Board members agreed that it is the responsibility of residents to arrange for and pay the costs for replacement curb addresses.
- e. Nominating: No report.

- f. Restrictions Compliance:
    - i. TB reported that, as discussed at the August meeting, letters have been prepared to send to two residents with corner lots that have wood fences in violation of the property restrictions because the fences are within the side yard set-back. Because the fences have been in place for many years the letters state that as long as these property owners maintain and do not otherwise modify their fences, the Homes Association will defer enforcement of this restriction provision until their properties are sold.
    - ii. TB noted that even after multiple notifications this year two property owners continue to be in violation of property restrictions for trash and recycling container storage. Board members agreed that the residents should be contacted by JC and TB to request voluntary compliance and be informed that legal action will be considered as a next step.
  - g. Social: No Report.
  - h. Website: TB reported that information on the website is current and that Nick Jianas posts documents when requested.
  - i. Welcome: No report.
  - j. Young Residents Activities: CR reported that a Halloween Parade is being planned for Saturday, October 28th.
6. Other Items: JC will identify a resident volunteer interested in taking responsibility to lower the flag at the Midland Drive entrance to half staff when required by government officials.
7. The next meeting will be on Tuesday, October 10<sup>th</sup> at 6:30 pm at the Monticello Library.
8. The meeting was adjourned at 7:58 pm.