

Paradise Hills Homeowner's Association

Regular Board Meeting Minutes

Meeting & Date: July 22, 2020
Zoom Meeting

Board Members Present:

Shawn Meyer, President
Dennis Whitmer, Vice President
Al Summerford, Secretary
Craig Southorn, Treasurer
Donna Carr, Voting Director
Michele Lawrence, Voting Director
Steve Swain, Voting Director

Guests Present:

Britt Gaskell, ARC
Nigel Dick, ARC
Lew Gaskell
Renate Sterrett
Mary and Dean Snyder

Call To Order: 6:00 PM

Agenda Items:

Review and Approve past meeting minutes:

There were no minutes available to approve. Al Summerford resigned as Secretary. Steve Swain agreed to take on the duties of Secretary for the remainder of the year. This was motioned by Al, seconded by Dennis, and passed unanimously by voice vote. Al agreed to provide minutes for all past meetings for the year, including the annual meeting.

Approval of Financials:

Craig gave a brief report of the association's financial situation, but there were no financial reports available for approval. Craig agreed to provide reports to all board members on a monthly basis, after he has had an opportunity to review them for accuracy.

PHHOA Member Topic from Attendees:

There were no issues or concerns presented to the board by the attendees.

ARC Committee Report:

A list of decisions made by the committee was presented to board members, prior to the meeting. One pending issue dealt with a submittal by the residents at 21789 Cabrini Drive. The submittal was initially disapproved by the ARC, but the residents contested the decision. The ARC asked the board to weigh in on the issue, before a final decision was made. After the submittal was described by the ARC and their concerns were stated, the board indicated they did not necessarily see an issue with the project and the ARC could feel comfortable approving it, if they saw fit.

ARC Committee Membership

Michelle indicated that the only members showing an interest in being on the ARC, were Bruce Murdock and Renate Sterrett. Bruce has been on the ARC in the past, but there was concern about how available and involved he would be. It was decided that the chairperson, Britt Gaskell, would contact him to get a better feel for his level of commitment, before a decision is made. Renate Sterrett was attending our board meeting and indicated she was willing to serve on the ARC. It was pointed out that the board removed her from the ARC at the request of the chair, just last year. During a discussion of her candidacy, Renate decided to remove her name from consideration for membership on the ARC.

Fire Hydrant Testing / LMWD PRV Update:

Craig advised that LMWD has completed their pressure reducing valve (PRV) repairs and our fire hydrant testing is going to proceed as scheduled. On 7/23 and 7/24, ORC Water Professionals will be assisting with this process. Craig pointed out that the precautions they are taking to avoid problems with our piping and PRVs, could increase costs. Also, it is uncertain if LMWD will be charging us for water used during these inspections. It was moved by Al and seconded by Donna, to approve these additional costs. The voice vote approving this motion was unanimous.

LMWD Laterals Update / Tabor Notice Vote

Steve informed the board that the Tabor Notice had passed, allowing LMWD to borrow funds for their dam improvement project. He also advised that he and Janet Tyrrell-Ead have been attending the monthly LMWD Lateral Coop meetings, and Janet was selected as coordinator of the Coop. Steve has also been assigned to the Engineering Committee. Steve indicated that the Coop will be providing updates of their activities on the LMWD water bills.

Weed Control Program

Donna was directed to have Lawn & Tree Solutions by Growing Green do one spraying of weeds in the common area west of Paradise Road. This will be completed toward the end of the growing season.

Mowing of Common Areas

It was pointed out that the mowing of common areas typically done in the past, was complete. Steve said the contractor is planning to mow the same areas later in the growing season, unless directed otherwise.

Fall Cleanup

Donna advised the board that Don D'Antuono volunteered to coordinate a neighborhood trash cleanup, again this year. It was decided this will be done in the fall and Don will distribute a recruitment flyer just before the event.

Fence Maintenance

Shawn stated there has been no progress in the maintenance of the HOA owned fence and there will probably be none in 2020.

Covenant Issues and Committee Discussions

Michele brought up that she did not feel an improvement project that occurred at 213 Paradise Road was properly handled by the ARC Committee. After a lengthy discussion about the responsibilities of the ARC and homeowners, these procedures were established:

When a member of the community feels that an improvement project is proceeding without ARC approval, they will be directed to file a formal complaint using a form to be developed by Shawn and the ARC.

- Once a formal complaint is received, the ARC will determine if the proper paperwork has been submitted for the project. If it has not been submitted, the ARC will contact the homeowner to advise them of their responsibilities under section 13.5 of the HOA bylaws, and educate them on the advantages of getting ARC approval of a project before it is started.
- After learning about the project, the ARC will decide if they should exercise their authority to review the improvements, to determine if they comply with the applicable covenants. The provisions of section 13.5 of the HOA bylaws (Duties of the Architectural Review Committee) shall then apply.

This discussion also led to a general consensus on the following:

- There was not a need for a separate committee to address covenant violation complaints.
- The ARC will be instructed to direct any such complaints to the board.
- The president will designate a board member to research the complaint and make an initial contact with the homeowner, if necessary. They will then report their findings and recommendations.
- Any board action would start with a written reminder to the homeowner, including specific reference to applicable covenant language and a request for corrective action in a reasonable time.
- Any further enforcement action would be subject to board vote and approval at a regularly scheduled meeting.

Shawn will communicate the expectations of the board to Britt Gaskell, the ARC chair.

Community Directory

The necessity and value of continuing to publish a membership directory was discussed. It was decided that Michelle would spearhead the effort to update and publish a revised directory, with format to be determined.

Meeting Adjourned: 9:36 PM

Acronyms

ARC	Architectural Review Committee
CARE	Canyon Area Residents for the Environment
LOC	Line of Credit
LMWD	Lookout Mountain Water District
PHHOA or HOA	Paradise Hills Homeowners Association

Respectfully submitted,

Steve Swain