

North Bench Farms HOA Meeting Agenda

Date: Monday, June 18, 2018

Place: Elk Meadows

Time: 7:00 p.m.

Board Members In attendance: Tim, Jason, Marlo, & Brad

Meeting Called to Order (estimated time – 7:00 p.m.)

Motion to Call Meeting to Order: Jason

Time: 7:19pm

Topic #1: Approval of Minutes

Person: Jason Glidden

(1) Board to Approve Minutes from: 5-21-18

Changes: None

Motion to Approve: Marlo

Second: Brad

Vote: Unanimous

Notes:

Topic #2: Public Input – Any matter that is not on the agenda. Cutting of grass of common space. Dallas, who has cut it in the past gave us a bid which is the same price as last year. Tim motioned that we move forward with a contract not to exceed \$1800.00. He will perform the mowing over the next few days.

Chickens – Marlo contact one of the residents that had asked about chickens and she informed him that there is nothing specific in the CC&Rs but the City has restrictions to allow for 1.5 chickens. No complaints at this time and was instructed on how to contact the HOA if needed.

Topic #3: Financial Update

Purpose: To review the current HOA financials and go over the fund monies from Oakley City. Need to discuss process for sending homeowners to collections, as well as current collections contract.

Product: Inform board

Person: Marlo

Allocated Time: 10 Minutes

Other Information:

Notes/follow up: Marlo has a few questions regarding the A&R sheet. Late notices were sent out and some homeowners made large payments to become current. Total amount of outstanding dues is down. City of Oakley will cut us a check but officers need to set up a new account for the capital reserve fund. Jason & Tim will go to the bank and open the account.

Topic #3: Property Agreement

Purpose: To review the draft property agreement between the HOA and the home owners involved

Product: Approve the draft agreement

Person: Jason Glidden

Allocated Time: 15 Minutes

Other Information:

Motion to Approve: Marlo made the motion to approve the agreement with the proposed edits and give Jason authority to sign.

Second: Brad

Vote: Unanimous with Tim abstaining.

Notes/follow up: Edits need to be made to map (Exhibit A). Ramely's need to be added to the agreement and King's removed as they no longer own the property.

Topic #4: On Street Parking

Purpose: Continue Discussion on the issues with on street parking and discuss possible solutions.

Product: Follow up from last meeting on HOA role verses City's role and County's role. Develop next steps.

Person: Marlo

Allocated Time: 15 Minutes

Other Information:

Notes/follow up:

Next steps: Marlo talked to Oakley City (Tammy) and the City Council asked that we provide a warning to any cars parked on the street. If the problem persists, contact the city and they will have the vehicle towed. Board agreed to install additional signs and make sure the one that are present now are visible. The board decided to start an educational program which would include a letter in the quarterly billing, next door, and door to door flyers. Tim from Bridge Street Management could help. Brad will get pricing on additional signs and installation. Also, suggested adding a neighbor watch signs.

Topic #5: Management of HOA

Purpose: Discuss the transition to Bridge Street Management taking over the administration of the HOA.

Product: List of special items for Bridge Street to start working on, regularly scheduled tasks, and enforcement of CC&Rs.

Person: Jason

Allocated Time: 15 Minutes

Motion to Approve:

Second:

Vote:

Other Information:

Notes/follow up: Tim to start on July 1st. Jason to get copy of insurance certificate. Items for Tim to work on: website, CC&Rs rewrite, Enforcement of CC&Rs, Possible increase in HOA fee.

Topic #6: Subcommittee Updates

Purpose: Updates from board members on subcommittee (CC&Rs, Architectural, Etc.)

Product: Next steps in the process.

Person: Brad & Jessica

Allocated Time: 10 Minutes

Other Information:

Notes/follow up: NONE

NEXT WEEK'S MEETING: July 30, 2018

LOCATION: Elk Meadows