

NORTHTOWN HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
October 8, 2024

The meeting was called to order at 6:30PM. Jeannie reminded everyone to turn off cell phones. The Pledge of Allegiance was recited.

Directors Present: Jeannie King, Linda Barvitz, Naomi McCarthy, Susan Nusall, Dennis Franks, Frank Vance

Directors Absent: Emmy Morales

Also Present: Sharla Cook, Property Manager

Minutes Approval:

Naomi made a motion to accept the September 10, 2024, Board Meeting Minutes. Linda seconded and the minutes were approved without objection.

President: Jeannie thanked everyone for coming out on this hot evening. She has attended some classes regarding HOAs. Some of the things covered were:

All meetings must be noticed 48 hours in advanced with their Agenda. Once Agenda is posted cannot be changed. It's OK if minor, but a controversial subject cannot be discussed unless it's on the Agenda.

There are different types of meetings:

Emergency meeting may be called to discuss business or take action that cannot be delayed for the forty-eight hours required for notice. It would be nice to do a Zoom with the newsletter.

Executive Meeting (Closed). There are 5 reasons for this type of meeting:

1. Talking to an attorney or talking about what an attorney stated.
2. Legal advice regarding or pending or contemplated litigation.
3. Discussion of private information regarding a community member – to or about reconciling fines, etc.
4. Health, safety or complaints about an employee contractor or employee of a contractor
5. Pay of an employee.

General Meetings – Board of Directors Meeting

Emails between Board members can't have a quorum (that would be considered a Board Meeting). If we just put on the email "For Information Only, or Do not respond to this email, or send as a Blind Copy, then it would not be considered a Board Meeting.

At our Document Review Workgroup Meeting, we will be talking about document hierarchy: Federal, State, Local, Plats (stipulations on lots), CC&Rs (need Residents vote to change), Articles of Incorporation (legal name, etc.); Bylaws (first need Board approval and then residents vote), Rules & Regulations and Architectural Guidelines are written by the board. We will have a straw poll to get the communities opinions on changes.

We have reviewed the Plat maps which are on the website along with the County Recorded Plat Notes & Restrictions. Hoa Board Members have powers that enable us to make things work out for our entire community: we establish and enforce rules, establish fines, manage finances, maintain common areas, which is something we all must support.

The Documents Review Workgroup is going through every part of the CC&Rs and incorporating state laws from past years, along with new state laws so that we are up to date. We are making good progress.

Pool Manager:

Jeannie gave Emmy's Pool Report – We need a Pool Manager; we have had drug paraphernalia left about and vandalism. Jay Berger has volunteered to be in that role.

- Jeannie made a motion that we elect Jay Berger as Pool Manager. After discussion, Linda seconded the motion, and it passed without objection.

A pool manual and guidelines may be in the office. We also need to have some T-shirts made up so that people will know who he is and his role. He may form a workgroup to help and would report to Emmy. Northtown has an Authority to Arrest on file with the Police Department. If Jay must call the Police, he needs to remember to let them know that. The Police can confirm that on their computers.

Secretary:

The **G.A.I.N.** event will take place Saturday, October 19th from 8-10AM. Free Breakfast, Games, Puzzles and many drawings for prizes. Please come and invite a neighbor. Help support your police department.

Community Yard Sales will take place November 8th, 9th & 10th.

Friends of Northtown Thanksgiving Dinner Saturday, November 23rd at 1:00PM.

This is for All Northtown Residents and their family members. Please make your reservations as soon as possible.

Annual Members' Meeting & Election - Tuesday, December 17th – Voting from 6:30PM – 7:30PM. The Meeting begins at 7:00PM.

Nomination Forms are on the back table, on the Website, in the Forms Book and in the November Newsletter.

Nomination Forms must be submitted to me or placed in the secure office door mail slot – (Not outside US Mailbox) by the November 12th Board Meeting.

Home Sales:

Welcome to new homeowner Wenjie Kan. Currently we have 4 homes in the sale process.

Treasurer:

There will be a Budget Meeting on Saturday, October 26th at 10:00AM here in the Clubhouse to establish our budget for 2025.

The Financials are in order. Linda pointed out that our water bill was \$1,453.17 which is up \$673. This is a result of vandalism in the men's bathroom at the pool.

We currently have a total of 39 homeowners who will not be able to vote unless they bring their association dues up to date.

Roads & Grounds:

We have a dead Pine tree near the T-intersection of 22nd Street & 22nd Street which needs to be removed. The bids have increased considerably since the last time we removed a tree. We have 3 bids: \$2500 from Design tree, \$2200 Tree Pros, and \$2000 from Sierra Sun who have removed other trees for us.

- Frank made a motion to accept the bid from Sierra Sun for \$2000. No discussion was necessary, and Naomi seconded, and the motion was approved without exception.

Architectural Control & Compliance

Dennis stated that the residents have done a wonderful job, we had only 6 violations in September for weeds, cleaning up carports and fixing a shutter. The community looks much better. Jeannie asked about the delay for painting because of the excessive heat. Dennis will delay notices for painting until the temperature is under 90 degrees or November 15th. A notice will be in the newsletter. There were no Architectural Control Requests.

- Jeannie made a motion that because of the excessive heat, notices for painting will be delayed until November 15th when the temperature is under 90 degrees. After discussion, Dennis seconded the motion, and it passed without objection.

Activities:

Happy Hour is coming up the 4th Fri in October by the Pool from 6-8PM. Linda mentioned that we must be very careful here, who is sponsoring the Happy Hour. It almost appears that the Board is having a Happy Hour and that will make us legally responsible if anyone imbibes too much and falls. It cannot be sponsored by the Board or HOA. It shouldn't even be on the Agenda. Jeannie said Jacquie is sponsoring the Bible Study and the Happy Hour, she couldn't be here tonight. Bev Bernal mentioned that she sends Jacquie a

reminder for the newsletter and has never received a response. Linda reiterated that she just wanted to make it clear that these are not Board Sponsored events.

Management Company:

Sharla stated that the Notice letters have been revised. The waiver for enforcement which you wanted at the bottom of each notice letter, Article VIII, Section 1 is not necessary according to 3 law firms Osselaer uses for their 100+ clients. According to these attorneys, the letters have all the notice references necessary and are legally sound. The letters stand as revised and are attached. Dave made comments which could not be heard on the recorder but seemed satisfied.

- Jeannie made a motion to approve the notice letters sent out by Osselaer. Susan seconded. There being no further discussion, the motion was approved.

Jeannie asked for board review of the Architectural Request Form. Linda mentioned that this subject was tabled until the November Board Meeting. Jeannie asked if we could just review the changes, which would make it easier to work on.

Office Hours and the fax machine were taken out because we no longer have them. We do have a drop box in the office door, email, and US Postal Service. We have added large XX's for signatures and places to fill in. That's it, we'll vote on this form next month.

The Architectural Fine Delay Form is new. We used this form in the past. The bottom of the form was retyped so the printing would show up, and we added the ways it could be submitted (same as AC Request form). Sharla asked what this would be used for, are you going to fine them, where in the documents does it say you can fine them? A discussion ensued and Sharla pointed out there is nothing in your documents regarding a fine for Architectural items. If an owner makes a change that was not approved, it becomes Sharla's duty to inform the owner and have them submit a new form and make that correction. Need to make a new policy.

On the back of the AC approval guidelines form. Basically, broke up the run-on paragraph. Unapproved items will result in a fine is mentioned there.

On the Fine & Penalty Policy, Linda strongly feels that we don't need to have two separate fine schedules. Naomi agreed and noted that with a few small changes there could be one fine schedule covering all areas of fines. Go with \$50, \$75, & \$100 for every kind of infraction.

On the back of this form, we did basically the same thing of breaking up the run-on paragraph.

Questions/Discussion

Dave Fillipiak was concerned that we are not concerned with the Homeowners who are delinquent in paying their assessments. Linda explained that, of course we are. When a Homeowner is delinquent, and goes into collections by an attorney, we must pay the attorney fees. That's a new state law. Sharla added that some attorneys will charge the homeowner. Each delinquency must go through certain steps. Naomi added that fines and assessments are two different things. Some people can ignore paying their fines. They pay their assessments, but not the fines. We don't get that money until the house is sold. The HOA can foreclose on a home after a certain amount.

Judy asked about the house with the broken shutter. Dennis said they did get a letter to repair the shutter, it was not a paint issue.

Doug brought up the meeting with our PNP and solar light person to put up a light in front of the Clubhouse (among the trees) and 3-4 bollard lights along the walkway to the parking lot. It would be over the money in the budget and grant money. The pole would be a bronze color. Linda asked if the smaller lights were

like the ones that were placed near the driveway entrances and were stolen. Doug said no, these are 18 inches high and are solar powered.

Someone asked where about the proposed video cameras. Sharla answered that we have 2 bids so far and we have had presentations. We are still in the process of getting bids, having presentations. One said there are two ways to go - hard wire and have conduits from Pool to Clubhouse and the other would be to use the internet. If we go with the internet, we may have to up our system to 5G with Cox.

- Jeannie made a motion to adjourn. All seconded and the meeting was adjourned at 7:55PM

Respectfully submitted,

Naomi McCarthy, Secretary
Attachments: Fine Notice Letters