

Panoramic Heights Homeowners Association Board Minutes June 17, 2019

Officers, Board Members and PHHA Members in Attendance:

Officers: Gerry Berges - President, Steve Varner - Treasurer, Christy Watts - Secretary, Dan Warehime – Water Master, Les Whithead - Co-Water Master

Board Members:

Robin Duncan, Carol Bartell, Nathan Cathey, Sondra Rader, Ron Mabry, Josh Pasma

PHHA Guests: Jenna Higley, Traci Bradshaw

Excused:

Molly Hamaker-Teals V.P., Steve Erhart, Fernando Arevalo

The meeting was called to order at 7:10 PM by Gerry Berges

Minutes of May 20, 2019: MSA

Budget MSA

Treasurer Steve Varner went over the financials. Budget Expenditures approved. Detail to follow.

Old Business

Treasurer

Steve Varner has taken over the position of Treasurer with a unanimous email vote by the Board members.

Steve requested that we budget for someone do our taxes at the end of the year. **MSA.** Steve will be using Quickbooks online. This enables someone else to access the books in his absence. Steve requested the board authorize \$10 per month for the fee. **MSA** He will customize the Quickbooks report for a summary to present to the board at the meetings.

There was lengthy discussion on past due annual homeowner fees. Thirty-eight homeowners are past due for the current year, seven are past due since 2018, two are past due since 2017, four are past due since 2016, one is past due since 2015 and one since 2014. This brings the total amount past due to \$13,920. It was noted that when a home is sold there is a lean on the sale to recover past due homeowner due. Steve will propose a plan to tackle these past due accounts.

Sprinklers

\$1798, of the approved \$1800, was spent to repair issues with the sprinklers.

Bushes

The bushes at the 27th Avenue entrance have been trimmed at no charge. No money has been spent to trim the trees yet.

Insurance

Bud Knore, State Farm Insurance is the new provider for board and liability insurance. State Farm was the low bidder by \$1400 and will provide excellent coverage.

PHHA Bank Account

GESA was selected as the new bank for PHHA. Gerry Berges, Steve Varner and Christy Watts are the signatories on the account.

Lights at Monument Entry Signs at Kellogg St & Irving and Creekstone & 27th:

Monument lights were discussed. As noted at the last meeting, the owners of the home next to the Irving round-about have agreed to provide electricity to the monument sign at the Irving entrance to Panoramic Heights. The board suggested that they be made aware that a minimal amount of work will need to be done to their lawn to run the wiring from the house to the sign. A \$100 per year stipend will be provided. The homeowner at the 27th Avenue entrance will be approached to provide the electrical for that monument sign.

Website

Gerry introduced Jenna Higley who will be managing our website. Gerry mad a motion that we start from scratch. Too many things with the website need changing. Ben Anderson, a person Jenna uses for her business website, will be doing the rebuild. A fee of \$240 annually is the cost to host it. The rebuild will cost up to \$1500. **MSA**

Jenna will work with Christy and other members of the Executive Board on the design. The board will solicit photos from members of the PHHA to feature on the website with the understanding not all can be used. A photo release will be required for all photos with people in them.

PHHA Covenants

Board members were sent the Covenants and reviewed them prior to the meeting. The issues most concerning to the board are home maintenance, tree height and vehicles parked in a manner that does not conform to the Covenants. A cover letter and a copy of the Covenants will be mailed to every homeowner within the next few weeks. The letter will educate, inform, be firm but non-offensive. It was decided that the board needs to mobilize the Grievance Committee to follow up with homeowners not in compliance. The committee will be directed to come up with ways to enforce the Covenants should it become necessary.

Committees of the Board:

Architectural, Recreational, Irrigation, Grievance

A description of each committee's areas of focus is contained in the PHHA Bylaws.

Board members and other PHHA members will be asked to volunteer to chair or participate on one of the four committees.

New Business**Mailbox Kiosks**

Mailbox kiosks are only to be used for PHHA news and events

Next Meeting

July 15, 2019 at 7:00 pm at the home of Gerry Berges, 5311 West 25th Avenue.

The following are the dates for the next 5 board meetings. All board meetings will be held at Gerry's home.

July 15, August 19, September 16, October 21, November 18

**Submitted by Christy Watts, Secretary
(509) 308-8986**