

Okehocking Hills Civic Association

General Meeting and Election

October 20, 2022, 7:00PM

Zoom Video Conference

1) Introduction

- a) In attendance were Leslie Petruzzi, Roe Mizas, Annie Thorne and Brian Mackrides. Mark Wise was absent.

2) Elections for Civic Association Board

- a) Two nominations were received for the two open Board positions. Board members serve 2-year terms.
- b) Annie Thorne presented the election results:
 - i) Emailed votes were received from 20 households between October 7-19.
 - ii) A vote from 1 additional household was received at the Annual meeting.
 - iii) Final Vote Tally:
 - (1) Roe Mizas – 21
 - (2) Leslie Petruzzi – 21

3) Budget and Financial Update

- a) Treasurer: Brian Mackrides
- b) See Treasurer's Report appended to these minutes.
- c) Takeaways:
 - i) All homeowner dues were paid for the first time in three years.
 - ii) Updating the covenants/legal fees (\$3,088.10) was an unusual expense this year.
 - iii) All other income and expenses are typical.
- d) Comment: Nancy Kane asked if the Association anticipated more legal fees in the coming 12 months. This topic was the subject of further discussion in the Covenants and Restrictions Update.

4) Covenants and Restrictions Update

- a) Background:
 - i) In 2021 a majority of residents voted to renew the Okehocking Hills Covenants and Restrictions. At the advice of legal counsel, this renewal included only minor clarifications and corrections. The urgent issue was to renew the document before expiration.
 - ii) After the Covenants were safely renewed, the Board voted to proceed to further update the document, this time exploring more significant changes such as adding the ability to enforce existing restrictions.

- iii) The HOA has spent \$3,088.10 in legal fees on the current effort to update the Covenants. Our lawyer estimates bringing the project to a conclusion will cost an additional \$3000-\$5000. Before additional fees are incurred, *and because 40 households must ultimately vote in favor of any future changes*, resident feedback is needed to help guide the Board's next steps.
- b) Neighborhood-wide survey coming soon to gauge interest in possible updates/changes
 - i) Residents will offer feedback on how the Board should proceed:
 - (1) **Option 1:** The HOA should seek to do only the bare minimum to bring the *Covenants* into compliance with the Pennsylvania Uniform Planned Community Act (UPCA) and to amend the *Covenants* to run perpetually.

This will make our governing documents legally sound, eliminate the need for a cumbersome renewal every 10 years AND prevent a possible lapse in renewal which would have significant tax and legal implications for all residents. (Allowing the Association's governing documents to lapse would result in residents being held liable to pay property taxes on the Civic Association-owned land.)
 - (2) **Option 2:** The HOA should seek to accomplish the tasks outlined above in Option 1, PLUS implement limited, positive changes such as giving the Board the power to enforce the existing restrictions.

The Board currently does not have *ANY* enforcement powers besides filing a property lien. Adding the ability to better enforce restrictions is critical if homeowners want the Association to actually be able to effectively take action on complaints and noncompliance. All potential changes will be advertised and discussed prior to being voted on.
 - (3) **Option 3:** The HOA should seek to accomplish the tasks outlined above in Options 1 and 2, PLUS consider adding new restrictions.

For example, new restrictions could address owners' obligations to cut grass, weeds and remove dead limbs from trees. All potential additions will be advertised and discussed prior to being voted on.
 - ii) This will be a non-binding, informal survey. This will not be a vote. Residents will only be sharing their opinions regarding the potential scope of the project before the lawyer spends time researching these options further. Any new clauses will be presented to residents for discussion prior to a vote.
- c) Discussion:
 - i) Should the survey have a 4th option?
 - (1) "The Board should not proceed with any further updates to the *Covenants*."
 - (2) "I'll defer to the Board and neighborhood majority with regards to how the *Covenants* should be updated."
 - ii) How will we ensure neighbors properly understand the importance of doing at least the bare minimum to update the Covenants?
 - iii) Should the Board offer a Question-and-Answer session via Zoom once the survey is live?
 - iv) How will we ensure enough neighbors are aware of the survey and respond to it? (Advertise electronically first, then issue paper mailings to nonresponsive residents?)

5) Landscaping Committee Update

- a) Co-chairs: Roe Mizas & Carolyn Wise
 - i) Committee formed in Spring/Summer 2022
- b) Current Projects:
 - i) Revamp front entrance landscaping and 40-year-old signs, including:
 - (1) Remove birch tree
 - (2) Redesign the perennial plantings
 - (3) Contract with someone to provide flowers seasonally
 - (4) Create a Request for Proposal (RFP) and solicit proposals for the front entrance
 - (a) Consider possible irrigation connection from neighbor
 - (b) Consider electricity for lighting
 - (c) Consider taking a step-by-step approach for budgetary reasons
 - ii) Maintain Nicole Basin:
 - (1) Needs routine maintenance
 - (2) Nancy Kane's landscaping guy will quote on 10/21 to remove the pine tree's lower branches and clean out the basin
 - (3) Hoping this will be a few hundred dollars vs. the larger expenditure made a few years ago.
- c) Comment: Steve Brook asked Brian Mackrides what amount of money can be given to the front entrance project? Brian responded that \$5000 could be allocated in a single year.

6) Events Committee Update

- a) Chair: Leslie Petruzzi
- b) Leslie reported that the Committee has worked balance how to best fund events and make them bigger and better with the status quo.
 - i) Adding a musician with voluntary payment via Venmo
 - ii) Finding pay-as-you-go food vendors
 - iii) Producing events with buy-ins from neighbors in advance; no official funding from the Association needed.
 - iv) For events requiring an upfront investment (such as a private room fee at a restaurant), participating neighbors will be asked to pay up front ("purchase a ticket") for the event. This will protect the event organizers from being stuck with a bill if there are last minute cancellations or no shows.
- c) Upcoming Event: Holiday Dinner – Thursday, December 8th
 - i) Possible locations are Teca, Mercato, Roz & Roccos, Charlottes, La Locanda.
 - ii) If neighbors want to help ask local restaurants about potential availability please feel free to do so. Date is set for 12/8 and we expect 35-40 people.

7) Open Space Committee Update

- a) Chair: Annie Thorne
- b) Formation:
 - i) Committee formed in February 2022 with the goal of creating a way to increase access to and enjoyment of the neighborhood-owned open space between Beverly and Nicole.
 - ii) A dirt trail was proposed and approved by the Board. Proposal was shared with neighbors via email, Facebook and the Association website in March.
 - iii) Volunteers came together in April and cleared a ½ mile dirt trail through the woods. Trail connects Beverly Lane and Nicole Drive.
- c) As of October 2022, trail is overgrown but still passable. Should become more easily accessible as undergrowth dies back in the coming weeks.

8) Open Discussion

- a) None.

9) Adjournment

- a) The meeting was adjourned at 7:59PM.

Respectfully submitted,

Annie Thorne, Secretary

OKEHOCKING HILLS CIVIC ASSOCIATION

Post Office Box 222 • Gradyville, PA 19039

www.okehockinghills.com

TREASURER'S REPORT (Rolling 12 months 10/01/21 to 09/30/22)

Account Balance:

Total (10/01/21)	\$ 18,080.42
------------------------	--------------

Income:

Association Dues	\$ 8,421.02
------------------------	-------------

Expenses:

Landscaping	\$ 5,295.60
Update Covenants/Legal.....	3,088.10
Insurance	684.00
Admin/Misc.....	289.42
Postal	158.00
Domain Registration.....	18.00

Total Expenses	<u>(\$ 9,533.12)</u>
----------------------	----------------------

Account Balance:

Total (09/30/22)	\$ 16,968.32
------------------------	--------------

NOTES:

*Landscaping = 56% of Expenses
Covenants = 32% of Expenses
Insurance = 7% of Expenses
Dues Delinquency = 0 Households*

OKEHOCKING HILLS CIVIC ASSOCIATION

Post Office Box 222 • Gradyville, PA 19039

www.okehockinghills.com

TREASURER'S REPORT (Year-to-date 01/01/22 to 10/01/22)

Account Balance:

Total (01/01/22)	\$ 17,062.82
------------------------	--------------

Income:

Association Dues	\$ 8,421.02
------------------------	-------------

Expenses:

Landscaping	\$ 4,278.00
Update Covenants/Legal.....	3,088.10
Insurance	684.00
Admin/Misc.....	289.42
Postal	158.00
Domain Registration.....	18.00

Total Expenses.....	<u>(\$ 8,515.52)</u>
---------------------	----------------------

Account Balance:

Total (09/30/22)	\$ 16,968.32
------------------------	--------------

Pending Expenses:

Landscaping (September)	\$ 408.10
Landscaping (Tree Removal)	750.00
Total Pending Expenses	<u>(\$ 1,158.10)</u>

Projected Expenses (October through December):

Landscaping	\$ 600.00
Landscaping (Entrance bed seasonal display)	200.00
Miscellaneous (Bonfire)	250.00
Legal (HOA Docs -Covenants)	0.00

Total Projected Expenses	<u>(\$ 1,050.00)</u>
--------------------------------	----------------------

NOTES:

Landscaping = 50% of Expenses

Covenants = 36% of Expenses

Insurance = 8% of Expenses

Dues Delinquency = 0 Households