

QUAKER HILL COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES FOR AUGUST 28, 2025
Via Zoom at 7:00 PM

CALL TO ORDER

The meeting, held via zoom, was called to order by Dominique Mack at 7:00 PM.

BOARD MEMBERS PRESENT

Dominique Mack
Laura Evans
Rose Gillespie
Ashley McCurry

Management- Jody Lee

BOARD MEMBERS ABSENT

Lester Simpson

POLICE/LIAISON REPORT

Sergeant Matthew O'Malley provided the crime statistics for the period of June 26, 2025 – August 27, 2025. He shared that most crime occurred in the Shopping Center but that overall, Part 1 crime is down 22% since this time last year. Additionally, an arrest was made in connection with two robberies in the area back in the Spring. The amount of loitering in the area behind the Shopping Center has improved.

OPEN FORUM

- One homeowner thanked the Parking Committee for their work on parking enforcement, noting that the amount of resident parking in the visitor spaces has decreased.
- Another homeowner inquired about residents who are parking two cars in their driveway. She indicated some driveways that are too short to accommodate two vehicles are parking with the end of one vehicle obstructing part of the roadway. She requested clarification on whether those vehicles can be ticketed, and encouraged the Board to request those residents cease that parking.
- A homeowner who indicated she was in Legal for unpaid assessments expressed frustration with the assessment payment process.
- A homeowner who has kindly been cleaning the common areas expressed concern over the amount of pet waste he was cleaning each day. He requested the Board consider solutions to ease this issue, such as installing new trashcans around the pond.
- One homeowner informed the Board and Community that he is actively replacing the broken walkway leading to his house and requested his fines be waived.
- A homeowner requested that the landscaping vendor pull and treat for the pokeweed earlier in the year.

COMMITTEES/REPORTS

ARHA:

No update was provided.

COVENANTS:

Ashley McCurry and Laura Evans provided the update. The Covenants committee is still working on the updated guidelines and is actively writing those. The Committee is working on the "red line" of the current design standards and making progress.

ARCHITECTURE:

Rose Gillespie provided the update. There are six applications currently pending. The Committee is working with the Covenants Committee to provide feedback on common issues they encounter to provide guidance in the new standards.

LANDSCAPING AND GROUNDS:

Caroline Morris provided the update. She completed a walkthrough with the landscaping company. They are discussing options for fall plantings that are both native, and functional to their locations – such as plants that assist in erosion prevention around the erosion project. There were more butterflies this year, thanks to the milkweed plants.

There is also active work on exploring options for sidewalk installation near the pool.

PARKING:

Dominique Mack provided the update. Enforcement has increased and there have been process improvements. Overall, compliance with the rules has increased.

SNOW:

Dominique Mack had no update, but snow contracts will likely be ready for the September meeting.

APPROVAL OF MINUTES

The Board reviewed the minutes from the July 24, 2025, meeting.

Rose motioned to approve the minutes; Laura seconded. The Board Members present unanimously approved the minutes (4-0-0).

FINANCIAL MANAGEMENT

- Rose Gillespie shared the July 2025 financials and Treasurer's report. The insurance premium was paid in July. As expected, there were some pool expenses, including the purchase of a new head immobilizer, and the pool maintenance payments. Watering of the landscaping started, and a payment was made for a new pond aerator.
- One CD will mature at the end of September.
- The tax return was signed, and there will be a federal credit of \$2,272, along with a \$2,068 state credit.

CONTRACT SERVICES/PROPOSAL

Landscape Maintenance Contract for 2026-2028

- One proposal, for \$48,840 (for 2026), was received from Marquez Landscaping LLC. This contract includes a provision for use of battery-powered leaf blowers to comply with the new city ordinance.

Ashley motioned to approve; Laura seconded. The Board Members present unanimously approved (4-0-0).

Pool Management Contract for 2026-2027

- One proposal was received from High Sierra Pools for \$47,500 per year.

Ashley motioned to approve the proposal; Laura seconded. The Board Members present unanimously approved (4-0-0).

Bonus for 2025 Pool Lifeguard

- The Board requested that the lifeguard for 2025 be given a \$50 bonus.

Ashley motioned to approve the proposal; Laura seconded. The Board Members present unanimously approved (4-0-0).

Pool Surge Protector

- Two proposals were received to add a surge protector to the pool pump room components:
 - One from High Sierra Pools for \$2,960; and
 - One from Power Systems Electric Corp for \$2,430.50.

Rose motioned to approve the proposal from Power Systems Electric Corp; Laura seconded. The Board Members present unanimously approved (4-0-0).

Pool Winterization

- One proposal from High Sierra Pools was received for \$268.90 to winterize the pool.

Laura motioned to approve; Ashley seconded. The Board Members present unanimously approved (4-0-0).

Clubhouse Roof and Chimney Evaluation

- One proposal for \$1,200 was received from Four Twelve Roofing to perform a full inspection of the roof and both chimneys. The cost of the inspection will be credited toward their proposal/recommendation for any follow-up work suggested.

Rose motioned to approve; Laura seconded. The Board Members present unanimously approved (4-0-0).

RATIFICATION OF EMAIL VOTES SINCE LAST MEETING

- On 7/31/25 High Sierra Pools was approved to troubleshoot electrical issues for the pool pump for \$475.
- On 7/31/25 High Sierra Pools was approved to replace the pump's variable speed drive, which was damaged by a power failure, for \$2,250.

Laura motioned to ratify the email votes; Rose seconded. The Board Members present unanimously voted to ratify the email votes (4-0-0).

UNFINISHED BUSINESS

Erosion Project

- The animal grate was installed, and the gas cap was extended. Washington Gas was due to send a representative to inspect those improvements, but that has not occurred. The Board will contact Kimley Horn to follow up on that inspection.

Teams Account

- The Board will discuss who should set up the Teams Account so that is operational for use soon.

NEW BUSINESS

TMP Report

- In August 2025, one resident contributed for a total payout of \$300.

EXECUTIVE SESSION

PRIVILEGED: Laura moved to convene in Executive Session to consider personnel matters, consult with legal counsel, discuss and consider contracts, pending or probable litigation, and matters involving violations of the rules and regulations; Rose seconded. The Board entered Executive Session at 8:18 PM.

Laura moved to move out of Executive Session; Rose seconded. The Board reconvened into General Session at 9:23 PM.

RECONVENE INTO GENERAL SESSION

Laura moved to adjourn; Rose seconded. The Board members unanimously voted to adjourn at 9:23 PM.

NEXT MEETING: Board Meeting scheduled for September 25, 2025, at 7:00 PM, LIVE at the Quaker Hill Club House.

Respectfully submitted,
Ashley McCurry, Secretary