

LHA Board Meeting January 17, 2018

Director Marshall St. Clair called the meeting to order at 7:30 p.m. at the LHA office, 907 Underhills Road.

Determine Board roles for 2018

Board members present determined and approved MSC CM/BOM their positions on the Board for 2018 as follows:

Marshall St. Clair, President
Chris Metcalfe, Vice President / Parks Chair
Eddie Low, Vice President / Membership Chair
Brian O'Malley, Secretary / Neighborhood Preservation Chair
Angel Garrett, Treasurer / Financial Committee Chair

Members Present:

Bari Robinson, Warrine Coffey, Eric Ellisen, Rob Stone, Sue Merriman, Phil Silva, Carmen Fuchs

Open Session

Neighbors came to discuss the issue of an illegal rental of the in-law unit at 1307 Holman. Homeowner is advertising the in-law unit for rent online. Neighbors are aware of the situation on Bates Road where one illegal rental led to four and has created a nuisance for neighbors. Parking has become more difficult on Holman. Houses are approximately 6' apart, which means that a tenant will need to trespass on neighboring property to enter the unit. Neighbors expressed concern with the City of Oakland, whether the unit meets fire code and giving the in-law unit a separate address, designating the property as multi-unit. Neighbors want the Board to enforce the CC&Rs. Board will consider options for enforcing, including legal action, but must be careful about setting precedent.

Approval of Minutes

The minutes of the December 20, 2017 meeting were approved as submitted. MSC CM/EW

President's Report

Marshall proposed several initiatives for 2018, including adding timing to the Board agenda, creating a speaker card for members attending Board meetings, conducting a survey of the NP process and member satisfaction, review dues increase process, posting of minutes for all committees and Administrator providing a weekly call summary to the Board, including response to member. In response to member's request for HOA dissolution, Brian will write a response to include that although there is a process found in Davis-Stirling code, the Board will not take action.

Committee Reports

Neighborhood Preservation:

Consent Calendar - MSC CM/EW to approve all 4 applications:

1394 Barrows	window replacement
935 Hillcroft	window replacement
883 Sunnyhills	replace balcony railing
862 Trestle Glen	window replacement

Board discussed issue of requiring members to submit new applications when changes have been made to an approved application.

MSC BOM/MS to agree that the issue should be voted on by the Board

MSC MSC/CM to agree that a projects do not need a 2nd round of application and approval.

Treasurer's Report

MSC CM/AG to approve addition of Angel and Chris to bank signature card.
MSC AG/CM to approve LHA credit card for Finance Manager Dianne Manning.
MSC CM/EW to approve Dianne Manning ability to write off debt.

Parks Report

No park redesign for this year, maintenance and planting only. Will be holding work parties this year to accomplish this.

Meeting adjourned at 9:15pm

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Brian O'Malley, Secretary

Date

LHA Board Meeting February 21, 2018

Director Marshall St. Clair called the meeting to order at 7:35 p.m. at the LHA office, 907 Underhills Road.

Board Members Present

Marshall St. Clair, President
Chris Metcalfe, Vice President / Parks Chair
Brian O'Malley, Secretary / Neighborhood Preservation Chair
Angel Garrett, Treasurer / Financial Committee Chair
Eddie Low, Vice President / Membership Chair Absent
Dianne Manning, Finance Manager

Members Present

Mary Merrick and Maureen Thomas

Approval of Minutes

The minutes of the January 17, 2018 meeting were approved as submitted. Signed BOM

President

Treasurer's Report

Young, Craig & Co – Accountants Representation Letter Signed MSC AG/CM

Approved CPA reviewed FY 2017 Financial Statement - Signed

Approved January 2018 financials MSC MSC/CM

Will ask Finance Manager to provide specifics on Long Term Liabilities (item #2502). Approve new HOA insurance premium March 2018 – March 2019 -Angel noted new provider. Status of 2018 dues collected will be provided at March Board meeting.

Neighborhood Preservation:

Brian reported that the idea of a survey was rejected by the NP Committee. Committee members concerns include lack of focus of the survey, problem undefined with a bias towards finding problems and no option for collecting specific feedback. Marshall stated that we need to be open to feedback and ways of gathering feedback. Angel suggested that perhaps Eddie Low could reach out from the Membership committee. Angel also noted that Eddie has experience with facilitating surveys. Suggestion that in preparation of potential survey, we need to collect more member emails. Discussion to be continued.

Consent Calendar

1312 Bates	Replace fence	Approve	On sloped lot, above 6' in sections
996 Grosvenor	Move / replace fence	Approve	
683 Longridge	Tree removal	Approve	City permit required for removal
775 Mandana	Solar install	Approve	
782 Rosemount	Replace fence	Approve	Neighbor was notified and agreed
1090 Trestle Glen	Replace garage door	Approve	
1279 Trestle Glen	Tree removal	Approve	
1386 Trestle Glen	Window replacement	Approve	
1386 Trestle Glen	Tree removal	Approve	

Parks

Brief Discussion on vendors who prefer payment in cash. Office will require that vendors have tax id number and will be paid by check.

Membership

There is a proposed Parks Workday (lunch provided - bring your own tools) – joint effort with Membership and Parks in Oak Grove on April 21st. This will be included in the next Newsletter.

Administrator

Process for updating LHA CC&Rs can be lengthy with large legal fees. Chris will research further with Finance Manager and provide update next month.

Executive Session

Discussion of secondary unit rentals.

Meeting adjourned at 9:15pm

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Brian O'Malley, Secretary

Date

LHA Board Meeting

March 21, 2018

Director Marshall St. Clair called the meeting to order at 7:35 p.m. at the LHA office, 907 Underhills Road.

Board Members Present

Marshall St. Clair, President
Chris Metcalfe, Vice President / Parks Chair
Brian O'Malley, Secretary / Neighborhood Preservation Chair
Angel Garrett, Treasurer / Financial Committee Chair
Eddie Low, Vice President / Membership Chair
Lisa Ray, Administrator
Dianne Manning, Finance Manager

Members Present

Warrine Coffey, David Schopfer, Tim Davis, Angela Nicolella-Jay, Don Jay, Carmen Pearson, Michelle Cheng

Open Session

Neighbors from Bates Road attended the meeting to discuss the continued parking congestion on their street. Neighbors had created parking guidelines to alleviate problems, but not all neighbors are following these. Properties with a large number of cars have not made any changes and neighbors cannot park in front of their own homes. Leaving room on sidewalks for pedestrians is also an issue. Neighbors commented that the number of in-law units being rented and house rented to 4 unrelated adults magnify the problem. LHA Board is working to establish a fair policy to address the issue.

Neighbor updating the Board that 20 LHA families have children that didn't get into Crocker Highlands Elementary this year. After years of decreased student population, school closures and redrawn districts, the school cannot accommodate the number of new students for 2018-2019. Parents are reaching out to CM Abel Guillen and OUSD to confirm process for student and sibling address verification being used by the district.

Approval of Minutes

MSC AG/CM to amend February Board minutes to add Dianne Manning to attendance list. The minutes of the February 21, 2018 meeting were approved with this change.

Treasurer's Report

Agings show the number of delinquent accounts has decreased compared to this time last year.

Neighborhood Preservation:

Discussion of project at 671 Longridge. One of six neighbors notified expressed concern regarding the proposed change to half columns from full columns at front of property. NP Committee determined that the update will retain the look of the existing façade. Board agreed with this recommendation.

Consent Calendar – MSC MSC/AG to approve the following projects:

609 Carlston	Replace brick wall w/fence
937 Larkspur	Deck replacement – on hold
671 Longridge	Garage extension / replace doors
983 Longridge	Replace garage door
856 Sunnyside	Addition (reviewed via email)

Parks

Parks Workday Saturday, April 21st will be publicized in newsletter, an email blast and at park kiosks. This is a joint effort with the Membership Committee.

Membership

February Membership was not well attended, but target dates for events in 2018 have been set. Committee also discussed changing the name of LHA Cares.

Pamela Ericson, CM Abel Guillen's new staff member, introduced herself to the Board. Discussion of the many issues that she will be working on with Abel, including:

1. School assignments / space shortage at Crocker – will discuss with CM Abel. Pamela shared that there is a new computer system in place this year for enrollment and that in the last few years, OUSD has been under enrolled and considered closing more schools.
2. Park Blvd. Road plans and School Safety Initiative, which has already been funded.
3. Increase in auto break-ins – Pamela providing signs to remind neighbors to be vigilant.
4. Discussion of narrow streets changing to one-way or parking half on sidewalk on one side of street might increase speeding and some neighbors would continue their current practice regarding parking.

Administrator

Item of pursuing Historic District designation for LHA, which might provide protection against secondary unit and multi-unit development within LHA. There is a new bill in the state senate to change zoning to accommodate multi-unit housing in areas of close proximity to transit hubs. Brian will continue to monitor progress of the bill.

MSC EL/AG not to pursue Historic Designation

Discussion of setting a dollar amount capping the finance charges accrued by overdue accounts. Board agreed that current practice of discretionary reduction of interest charges was reasonable.

Executive Session

Discussion of secondary unit rentals.

Meeting adjourned at 9:15pm

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Brian O'Malley, Secretary

Date

LHA Board Meeting

April 18, 2018

President Marshall St. Clair called the meeting to order at 7:32 p.m. at the LHA office, 907 Underhills Road.

Board Members Present

Marshall St. Clair, President
Chris Metcalfe, Vice President / Parks Chair
Brian O'Malley, Secretary / Neighborhood Preservation Chair
Angel Garrett, Treasurer / Financial Committee Chair
Eddie Low, Vice President / Membership Chair
Lisa Ray, Administrator

Members Present

Warrine Coffey, Ron Tallia, Peter Turner, Carmen Pearson

Open Session

Member Peter Turner came to discuss the City of Oakland S-20 Historic Preservation designation program. The program has several benefits to homeowners and could deter developers looking to add density in historic neighborhoods. Board agreed to do further research, seek input from Neighborhood Preservation Committee and create a list of questions for discussion with city staff.

Neighbor of Sunnyhills home with approved stair lift for elderly owner asking if LHA can ask owner to agree to removal of lift 90 days after lift is no longer in use. Board suggested that the property owner can make and sign an agreement with neighbors that can be placed in homeowner's file at the office.

Member asked about the LHA Mural project considered many years ago for the wall at the PG&E substation. Lisa Ray provided background – a committee had been formed to look at artists / options with a portion of funding coming from a PG&E grant. The LHA Board at that time opted not to pursue this due to cost of mural being higher than anticipated.

Approval of Minutes

MSC CM/AG to approve March Board meeting minutes.

Treasurer's Report

MSC CM/EL to approve March Financials.

Neighborhood Preservation:

MSC MSC/CM to approve the following seven items on the consent calendar:

976 Longridge	Solar
809 Mandana	Fence replacement
920 Rosemount	Tree removal
1090 Trestle Glen	Solar
1234 Trestle Glen	Garage door + new window
1234 Trestle Glen	Tree removal
1255 Trestle Glen	Tree removal

Parks

Will have a parks work day with Membership committee on 4/21. Lunch will be provided.

Membership

Working on details for a mixer at Paulista on Park. Ice Cream Social will take place in July.

Administrator

Our office was contacted with request to act as a polling place for June election. Both Dianne and Lisa were not able to verify details of request and declined use of LHA office.

Meeting adjourned at 9:15pm

Executive Session

Member meeting re: nuisance complaints Bates Road

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Brian O'Malley, Secretary

Date

LHA Board Meeting May 16, 2018

President Marshall St. Clair called the meeting to order at 7:30 p.m. at the LHA office, 907 Underhills Road.

Board Members Present

Marshall St. Clair, President
Chris Metcalfe, Vice President / Parks Chair
Brian O'Malley, Secretary / Neighborhood Preservation Chair
Eddie Low, Vice President / Membership Chair
Lisa Ray, Administrator

Members Present

Dennis Woodruff

Open Session

Member Dennis Woodruff attended to discuss short term rentals within LHA and how the CC&Rs are being enforced. The Board responds to complaints related to both short and long term rentals that are regulated by the CC&Rs and assesses what action to take. The Board is tasked with interpreting the CC&Rs and places a priority on neighborhood preservation and resolving nuisance issues. Board members discussed possibility of polling LHA members to gather input on addressing rentals that do not adhere to regulations.

Approval of Minutes

MSC MSC/EL to approve April Board meeting minutes.

Treasurer's Report

MSC EL/CM to approve April Financials.

Neighborhood Preservation:

Continued discussion from April meeting regarding City of Oakland S-20 Historic Preservation District. List of questions created to ask Oakland Planning department. LR to contact History desk for appointment to meet and discuss pros/cons.

MSC EL/CM to approve the following items on the consent calendar:

1453 Barrows	Add driveway gate, side fence
657 Carlston	Remove portion of chimney
1307 Holman	New deck, railing + French doors
934 Larkspur	Tree removal (Loquat)
937 Larkspur	New decks, railing
815 Mandana	Fence replacement, side & back
921 Sunnyhills	Window replacement
1100 Trestle Glen	Tree removal (Oak)
906 Underhills	Fence replacement
921 Underhills	Home addition
1079 Underhills	Home addition

Parks

Had a successful work day in April.

Membership

Next event will be the ice cream social on Saturday, July 14th from 1:00-3:00.

Administrator

Office has received several calls about GIG car share. LR has contacted them and will add article to June newsletter. Tree fell in Oak Grove, damaged fence + landscaping of home on Mandana. LHA insurance will cover the claim.

Meeting adjourned at 9:15pm

Executive Session

Member meeting re: parking nuisance complaints Bates Road

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Brian O'Malley, Secretary

Date

LHA Board Meeting June 20, 2018

President Marshall St. Clair called the meeting to order at 7:35 p.m. at the LHA office, 907 Underhills Road.

Board Members Present

Marshall St. Clair, President; Chris Metcalfe, Vice President / Parks Chair; Angel Garrett, Treasurer; Brian O'Malley, Secretary / Neighborhood Preservation Chair; Eddie Low, Vice President / Membership Chair
Lisa Ray, Administrator

Members Present

Warrine Coffey

Open Session

Discussion of electric scooters (Lime, Bird) being left on sidewalks within LHA. Lisa to call Lime to determine if reported scooters can be retrieved by company. Discussion of nuisance complaint at property operating AirBnB rental. Board will address at subsequent meeting and/or executive session with desire to develop a consistent policy for short term rentals.

Approval of Minutes

MSC BOM/AG to approve May Board meeting minutes.

Treasurer's Report

MSC EL/CM to approve April Financials.

Question for Finance Manager on how line item for bad debt is used. LR will forward question to Finance Manager.

Neighborhood Preservation:

MSC MSC/AG to approve the following items on the consent calendar:

1077 Hubert	Tree removal
811 Northvale	Tree removal
870 Sunnyhills	Home addition, deck, railing
1053 Trestle Glen	Tree removal

Parks

Arborist coming Tuesday to prune Melaleuca and Oaks in office park. We have arborists check the trees in our parks annually. Plot D neighbor had our Magnolia trimmed. CM is setting up meeting with neighbors along Plot D to work on budget for maintenance of that park. Currently getting bids for Oak Grove park maintenance.

Membership

The ice cream social is on Saturday, July 14th from 1:00-3:00. National Night Out will take place on 8/7/18.

Administrator

LHA Board nominations for 2019 are due to our office by September 15th. Office has received multiple complaints of AirBnB full house rental on Trestle Glen. LR to contact property owner.

Meeting adjourned at 9:15pm

Executive Session

Member meeting re: parking nuisance complaints Bates Road

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Brian O'Malley, Secretary

Date

Minutes – Board of Directors June 21, 2017

In attendance: Board members Liz Sterns, Jack Backus, Marshall St. Clair, Administrator Lisa Ray, members Warrine Coffey, Steven Garrett

The meeting was called to order at 7:30pm. MSC JB/MS to approve the May meeting minutes.

In response to a member's inquiry, there was a discussion around the display of lawn signs outside of an election period. Although prohibited by the CCRs, the Davis-Stirling Act, civil code 4710 Section A supersedes the LHA's CCRs. It states that an HOA's governing documents cannot prohibit lawn signs, nor can the HOA take action to have them removed.

President Liz Sterns provided notification of an official action of the Board. An Exclusive Use Easement was granted to account #0488 with a net income to LHA of \$14154.50.

MSC JB/MS to approve the following applications on the Consent Calendar:

1254 Bates	0085	Replace fence (backyard / side)
955 Grosvenor	0223	Replace front stairs (reuse existing railing)
975 Hillcroft	0267	new gate
1371 Holman	0337	Update façade, replace windows/doors
774 Longridge	0457	fence replacement
819 Mandana	0595	remodel, replace doors, windows
836 Rosemount	0709	addition
836 Rosemount	0709	tree removal
1048 Sunnyhills	0801	replace doors, windows, garage door, fence
935 Underhills	1014	window replacement

Applications not approved:

1278 Bates – need additional specifications

780 Carlston – roofline of addition not consistent with architectural style of original construction.

963 Grosvenor – neighbor at meeting expressed concern over size of addition, height of new roof and impact to view from his home. Architect agreed to meet with neighbors for further review.

Parks update – failing retaining wall has been rebuilt and now obtaining bids to repair the stairway (Dollar Stairs) in Plot C.

Membership update – planning for the 100th Anniversary continues. We have lots of bands / music lined up. We will also host the ice cream social on Saturday, 7/22 from 1:00-3:00.

Administrator – discussion about changing the Board meeting to different night of the week. The LHA bylaws state that the Board meeting is held the 2nd Wednesday of the month. Board agreed not to make a change until next month. Discussion regarding communication to members on status of blighted properties. Lisa to provide Davis-Stirling code.

MSC MSC/JB to adjourn the meeting.

Executive Session

Status of Blighted Properties

644 Longridge – next letter to be sent in August will be 3rd violation. 1st was warning letter, 2nd was fine, 3rd will be increased fine amount.

1127 Trestle Glen – Lisa to reach out to owner. She will also draft a hearing date document with date tbd.

908 Alma – City is moving forward with taking over management of remediation on house.

LHA Board Minutes July 19, 2017

In attendance: Board members: Jack Backus, Liz Sterns, Chris Metcalfe, Marshal St. Clair. Administrator: Lisa Ray. Members: Eddie Low, Carl Hegenberger, Paul Martin, Beth Detwiler, Stephen Detwiler, Steve Garrett (via phone), Brian O'Malley, Warrine Coffey.

The meeting was called to order at 7:30pm. Meeting minutes approved MSC CM/MSC.

Open Session

LHA Fine Schedule / relation to LHA home prices – the Board decided to table this item until next month's meeting with all Board members present.

Parking on Bates Road – neighbors in attendance conveyed that parking situation may have improved slightly after LHA letter was sent to all residents, but parking has returned to over-crowded conditions. Members present feel that this situation is a nuisance as defined in the CC&Rs, created by multiple homeowners on middle section of Bates who are renting out in-law units or renting a house to more than three, unrelated adults. Board agreed to send another letter to Bates Road neighbors and begin process to remedy situation with homeowners creating the nuisance.

President

Liz Sterns will no longer own a house in LHA and her board seat must be filled for remaining 3 months. Board discussion on process for selecting interim Board members. MSC JB/CM with 3 in favor, 1 against to approve interim board member Susie Cerf for remainder of year.

NP – Consent Calendar

Neighbors of project at 963 Grosvenor present to discuss impact of 3rd floor addition to the house. Architect provided additional elevations showing impact to views of neighboring houses. Square footage of the house reduced to 3575 sq. feet – 600 of which is at the basement level. Side setbacks are 7 ½' + on south side, 5 ½' + feet on north side. Neighbor comments that review process could have been smoother with neighbors included earlier in process. Neighbors can also provide input to City planning. Owner agreed to use opaque film on 3rd floor corner windows on south side for privacy. Jack recused himself from voting.

Board discussion around improving NP review process. Board took additional month for review to include neighbor review of project. The plans are architecturally correct and within the CC&Rs. The Board felt the design for increasing square footage had least impact on neighboring houses. Members have the right to be notified and informed, but do not have right to veto a project.

0159	780 Carlston	Addition (2 nd story)
0225	963 Grosvenor	Addition (2 nd story)
0236	985 Grosvenor	Remove deck, replace fence
0859	856 Trestle Glen	Tree removal
0900	1053 Trestle Glen	Window replacement

MSC CM/MS to approve Consent Calendar.

Financial

Finances / expenditures remain on track for 2017.

Parks

Received 3 estimates for repair of lower section of Dollar stairs – went with lowest estimate. Conducting small redesign of front section at Rosemount Park. Thank you to neighbor S. Kopff for planting at Warren Hook Park.

Membership

Ice cream social this Saturday. 100th anniversary party work continues. Liz contacting SPCA for presence at the event. Art Murmur is also interested in booth space.

Administrator

Nominations for 2018 Board are due September 15th.

MSC to adjourn meeting CM/MS

LHA Board Minutes August 16, 2017

In attendance: Board members: Jack Backus, Chris Metcalfe, Marshal St. Clair, Susie Cerf. Administrator: Lisa Ray. Members: Katherine Hoffman, Tim Davis, Judy Shalev, Sue Merriman. JC Caicedo, Carmen Pearson, Margaret Prowitt, Peter Prowitt, Warrine Coffey.

Open Session

Parking on Bates Road – neighbors in attendance received a letter from the Board stating that the parking situation on Bates has become a nuisance and the Board would be researching options to correct the problem. Neighbors present agree that there are a handful of houses that own more cars than others and that there isn't enough parking space available if each house has 4 cars or more. They also feel that the issue can be addressed by the neighbors without the Board's involvement. Jack Backus offered to help neighbors map out street parking spaces. Neighbors also discussed possibility of painting parking guides on the sidewalk so that parked cars will leave room for pedestrians. Peter & Margaret Prowitt offered to host a neighbor meeting so that neighbors can find solutions to this problem. Neighbors agreed to provide an update at the September Board meeting.

Topic of the current LHA fine schedule was discussed. An LHA member inquired as to whether fine amounts are significant enough to deter developers/contractors from using cheaper materials, such as vinyl windows, for home remodels. The fine schedule was increased a few years ago – the fine for unapproved windows was doubled from \$100 to \$200 per window. This may not be much of a deterrent considering the sale price of houses, but the Board agrees that the fine schedule is adequate.

NP – Consent Calendar

707 Carlston	new fence (rear)
915 Grosvenor	new house (tear down / replace existing)
915 Grosvenor	tree removal (2 oaks + 3 Acacia)
1087 Hubert	replace retaining wall
815 Longridge	replace deck, new driveway gate, replace fence (rear)
735 Rosemount	tree removal (Pittosporum, between 735 & 741)
782 Rosemount	small addition, replace windows, new outdoor kitchen
1347 Trestle Glen	replace windows

915 Grosvenor – additional week needed to confirm neighbor's receipt of project notification. MSC CM/MS to approve Consent Calendar.

Financial

Finances / expenditures remain on track for 2017. Board noted an increase in reserves.

Parks

The lower section of the Dollar Stairs has been repaired. The point at Rosemount Park has been replanted and looks great. Currently working on 2018 budget.

Membership

Ice Cream Social took place last month and we had a good turnout. Planning for the 100th Anniversary continues – meeting to take place next week. Article being written about cost of homes 100 years ago vs. present day.

Administrator

Office has received a few nominations for the 2018 Board. Deadline for nominations is 9/15. Three LHA members have expressed an interest in the Finance Manager position. Once resumes are received, interview process will begin. Two Board members will need to be available for interviews.

MSC CM/MS to approve meeting minutes.

MSC CM/MS to adjourn meeting.

LHA Board Minutes September 20, 2017

In attendance: Board members: Jack Backus, Chris Metcalfe, Marshal St. Clair, Peter Turner.
Administrator: Lisa Ray. Members: Margaret Prowitt, Peter Prowitt, Eddie Low, Carmen Pearson, Tim Davis, Bryan O'Malley, Warrine Coffey.

Open Session

Parking on Bates Road – Margaret & Peter Prowitt hosted a BBQ where 10 homes on the street were represented. Neighbors came up with a list of items for parking etiquette and will create a flyer to distribute to all Bates residents that will also cover issues of speeding and pedestrian safety. Eddie Low appreciated the efforts made by neighbors so far and asked that the issue be revisited if parking congestion persists, stating that the best gauge is number of cars parked on street overnight. There was additional discussion by neighbors and Board around the quality of life on the street, visual impact of excessive number of cars due to the narrow width of Bates, the smaller frontage of the lots and also the relation of cars to home/room rentals. Option of removing street trees to accommodate more cars was raised, but neighbors do not want to see that happen. Margaret will create a Google doc for neighbors to post issues and resolution. Michelle Cheng offered to become Cluster Captain and assist with communication to neighbors. MSC reminded neighbors that while the Board cannot regulate the number of cars, they can look for ways to resolve this nuisance by pursuing homeowners for violation of the CCRs rental unit restrictions.

MSC CM/JB to approve August meeting minutes.

NP – Consent Calendar

931 Hillcroft	Deck replacement
950 Longridge	New fence and deck
1000 Longridge	Replace front steps
800 Paramount	Tree removal
888 Paramount	Remodel deck, railings + replacement windows
1339 Trestle Glen	Window replacement

931 Hillcroft & 888 Paramount – hold until applications are complete.

950 Longridge – NP recommendation that fence be approved at 42" above deck height.

MSC CM/PT to approve Consent Calendar.

Parks

An Acacia in Oak Grove fell 3 days before scheduled removal. There are tree removals planned before the end of the year – tags posted on trees in Rosemount, Oak Grove and Plot C. No neighbors have expressed opposition to removing these trees and the city process notifies neighbors for tree removals, LHA does not. The budget for 2018 is complete.

Membership

Discussion of the NP approval process and perception vs. reality regarding Board and committee members recusing themselves from voting. With houses selling at higher prices, scale of neighborhood projects are increasing as well. Many owners consider the size and layout of smaller houses to be obsolete. Discussion of managing approval process with no architect on the Board in 2018. Will there be lack of objective analysis of projects? PT responded that Board should continue to choose members with professional backgrounds and integrity

Financial

Finance manager Patty Montmorency provided current financial update. LHA doing well and under budget. We are making progress with overdue accounts and do not need to set aside money for bad debt. We had 6 candidates for the 2018 election, which would have required sending out ballots and holding an election. One candidate dropped out so we now have a non-contested election with 5 candidates filling 5 seats. Official announcement will be made at Annual Meeting.

The 2018 budget will be approved at the October Board meeting – this will be included in the annual finance document and reserve study. Dues will increase to \$189, up \$7 from last year. We expect to have \$209k in income for 2018, \$200k from dues and small amount from documentation fees. Monies not spent during the year go into the general fund. The reserve study is a 40 year projection and updated every year.

Three LHA members have expressed an interest in becoming Patty's replacement as Finance Manager. Next step is for Lisa to interview followed by 2 Board members.

Administrator

100th Anniversary party planning continues – working to stay below budget. Nice lineup of talent – holding an additional planning meeting on 9/30.

Soliciting speakers for the annual meeting in November. Currently have Abel lined up and will add another to the agenda.

MSC CM/JB to adjourn meeting.

LHA Board Minutes October 18, 2017

In attendance: Board members: Jack Backus, Chris Metcalfe, Marshal St. Clair, Peter Turner, Susie Cerf.
Administrator: Lisa Ray. Members: Eddie Low, Bryan O'Malley, Warrine Coffey, Steve Detwiler.

MSC PT/MS to approve September meeting minutes.

NP – Consent Calendar

1415 Barrows *	Addition
819 Grosvenor *	Renovation/addition (279 sqft) + replace deck
959 Grosvenor	Add outdoor wood oven / replace retaining wall
931 Hillcroft	Replace deck
939 Hillcroft	Retaining wall
1260 Holman	Tree removal - Willow
844 Paramount	Tree removal – Juniper
807 Trestle Glen	Tree removal – Oak
LHA Parks	Tree removals – Rosemount (3) Oak Grove (4) Plot C (2)
1420 Holman	Revised roofline, NP recommends “alternate” option

*Jack Backus projects – he will recuse himself from voting

Board discussion of 959 Grosvenor project for pizza/wood oven addition. Similar project approved in 2007 generated neighbor complaints from smoke and ash. Board is asking owner to provide neighbor signatures to confirm they are aware of potential impact.

MSC JB/CM (3 votes for, 1 against) to approve project contingent on neighbor sign off.

MSC PT/CM (3 votes for) to approve the projects at 1415 Barrows and 819 Grosvenor.

Board discussion around need for careful consideration of home additions as these can potentially change the makeup of the neighborhood.

Tree removal permits for Oak Grove, Rosemount and Plot C have city approval. Work will take place in 2018.

MCS CM/PT to approve Consent Calendar

Finance

Board discussion / final review of 2018 budget. MSC CM/PT to approve the LHA 2018 budget.

Discussion of purpose of Reserve Study – to get as close as possible to 30 years of expenditures, including deferred maintenance and replacement. The cost of pollarding will be split between 2020 & 2021, \$45k each year. MSC PT/CM to approve Reserve Study.

Parks

Will do one more planting party this year and also repair a bench and landing pad in Oak Grove.

Membership

The 100th Anniversary came in under budget. We continue to receive positive neighbor comments and appreciation for the event. Halloween Movie Night is scheduled for October 28th at 6:30pm. Discussion of topics for Abel Guillen to speak about at Annual Meeting include the homeless in Oakland and also a ballpark update.

Financial

Currently no candidates for the Finance Manger position. Discussion of whether Board should consider dropping the membership requirement. Will refine job posting to be more doable. Should we consider dropping training differential? Lisa to review Annual Disclosures for verification of membership requirement.

Administrator

The next Bates neighbors meeting will take place on Saturday, November 4th at 10:30.

Open Session

Thank you to Marshall for a great 100th party!

Board Minutes 12-20-17

In attendance: Board members Jack Backus, Susie Cerf, Marshall St. Clair, Peter Turner. Members Brian O'Malley, Warrine Coffey, Angel Garrett, Steve Garrett, Dennis Woodruff.

Meeting was called to order at 7:31pm.

Open Session

LHA member raised the issue of short term rentals in LHA, citing a Trestle Glen home that has an advertised rental of a converted garage space. Neighbor became aware of the rental when a family member stayed there over the holidays. He feels that the CC&Rs prohibit this practice and that the City of Oakland has regulations against transient use. Board discussed language of CC&Rs regarding definition of occupancy and "single family" and considered surveying members to determine what LHA residents think about this issue. Board will ask owner to remove listing and set up a meeting to discuss further.

PT has looked into applying for Historic Preservation Zone status for LHA. Other Oakland neighborhoods have done this to retain the historic detail of homes and keep cohesive look to the neighborhood. If implemented, it does require that property owners obtain city approval for exterior changes, but owners can more easily apply for Mills Act status to reduce their property taxes. PT agreed to do further research and provide at future Board meeting.

MSC JB/PT to approve October 2017 minutes.

NP – Consent Calendar

1406 Barrows	Tree removal – Juniper
919 Larkspur	Tree removal – Oak
775 Longridge	Replace side door – custom wood
775 Mandana	Replace windows
825 Rosemount	Tree removal – Maple
883 Sunnyhills	New deck railing
1255 Trestle Glen	Tree removal – Bay & Acacia

MSC JB/PT to approve the NP Consent Calendar.

The Board then discussed whether revisions to approved projects require additional rounds of NP review and Board approval. Neighbor of 963 Grosvenor would like Board to revisit this project that has gone through 3 revisions resulting in reduced square footage and building mass. Board members commented that the revisions are within realm of initial approval in quality and location. MSC PT/MS to reject second review/approval – 2 votes for, 1 recusal and 1 abstain. Motion will be deferred to next month's Board meeting.

Finance

We have an increase of \$15,000 in income from last year, partially due to budgeted items shifting between categories. MSC PT/SC to approve October & November financials.

Membership – The Annual Meeting had a smaller turnout this year than in prior years. Membership committee has targeted dates for 2018 events.

Administrator

An offer has been extended to a finance manager candidate and LR will update Board by next month. Councilmember Abel Guillen presented LHA with a City proclamation in honor of LHA's 100th Anniversary.