



Date: Monday Jan 27, 2019

Time: 6:30 PM - 7:15 PM

Location: Highland Baptist Church

Roll Call

1. Board of Directors Roll Call

Present

Grant Anderson (Tres/Hillcrest)

Bob Carlson (V. Chair/Home)

Charles Dalmon (Grandview)

Ruth Ritter (Sec/Parkside)

John Vukasin (Chair/Tribune)

Absent

a. Bijan Mashaw (Parkside)

2. OHHA Member and Guest Introductions and Comments

a. Margaret & Blain Warhurst (Home)

3. General Announcements

a.

Meeting Minutes and Treasurer’s Report

4. Approval of minutes for Board Meeting held Nov 25, 2019, by consent.

5. Treasurer’s Report (Grant)

a. General Account Balance - \$943.25 (Checking \$838.25 and Cash \$105.00)

b. Streets! Legal Fund Balance - \$0.00

c. Quirk Loan to Legal Fund Balance - <\$2,875.00>

d. 2020 Membership Dues - 7 of 322 (2.2%) OHHA Parcels paid dues

e. Membership Due History: 2019-34 (10.6%); 2018-26 (8.1%);2017-45 (14.0%); 2016-33 (10.2%); 2015-37 (11.5%); 2014-33 (10.2%); 2013-16 (5.0%); 2012-34 (10.5%)

f. Streets! Legal Fund - 53 of 322 (16.5%) OHHA members contributed; Paid out \$15,677.56

g. Old Highlands Nextdoor - 683 neighbors/468 households (42% of 1,117 households)

Current Business

6. Streets! (Bob)

Work with the City to establish a means, method, and plan to repair the OHHA Streets.

a. Timeline - The following reflects the current plan with the goal of First Street Compete end of summer 2020.

1. **Grant Deed Document for Roadway Dedication**

~~a. City - Survey streets and place markers for property owner reference - Aug 2019 Actual~~

~~b. City - Prepare deed documents - Sep 2019 Actual~~

~~c. City - Determine process to obtain easements from 13 property owners - Oct 2019~~

~~d. TBD - Confirm property 13 owner’s participation for property dedication - Nov 2019~~

e. City work with property owners - TBD

2. **Contract for the Preliminary Cost Impact Estimate and the Preparation of the Plans, Specifications, and Final Estimates**

~~a. City issue Request for Proposal for Preparation of Construction Bid Documents and Construction Cost Estimate - Sep 2019 Actual~~

~~b. City receive response to Request for Proposal - End of Sept 2019~~

~~c. City award contract - Oct 2019~~



- d. Prepare Preliminary Cost Impact Estimate and Plans, Specifications, and Final Estimates – [End of March 2020](#)
- 3. **Engineer’s Report, Design and Cost Estimate**
 - a. City – Request for proposal and consultant selection – [TBD](#)
 - b. City – Council approve contract – [TBD](#)
 - c. City – Design consultant begin work – [TBD](#)
 - d. City – Design consultant complete engineer’s report, design, and cost estimate – [Feb 2021](#)
- 4. **Formal Vote to Approve Agreement**
 - a. OHHA – OHHA Board review engineer’s report, design, and cost estimate – [TBD](#)
 - b. OHHA – Reach out to property owners to inform – [TBD](#)
 - c. City – Develop Assessment District Pro Forma, construction plan – [TBD](#)
 - d. City – Property Owner formal vote on Assessment District – [TBD](#)
- 5. **Construction**
 - a. City – Begin Construction – [Spring 2021](#)
 - b. First street complete – [End of 2021](#)
- 7. Streets! Legal Fund (Grant)

Repay Quirks! - Phone call pledge; follow with letter (Phone list, script, timing, volunteers)

 - a. [Pursue once assessment district formed and City has worked up engineering and cost details.](#)
- 8. Improve Neighborhood Communications (Bob)
 - a. [OldHighlands.Com website complete by end of February](#)
- 9. Fire, Safety/CERT/Disaster Preparedness Plan
 - a. [This item was put on hold until a resource is available to champion.](#)
- 10. Dues Payment Participation (Grant/Bob)
 - a. [Add PayPal to the revitalized Oldhighlands.com webpage.](#)
- 11. PG&E/City of Hayward Power Lines (Grant)
 - a. [Grant to contact PG&E and access Hayward regarding power lines in trees.](#)
- 12. CSUEB Interface (Bob)
 - a. [Bob to talk to CSUEB regarding streets, internet access and Master Plan Entrance. \(On hold until City completes survey\).](#)
- 13. Board Member (John)
 - a. [Margaret Warhurst has volunteered to join the Board.](#)

New Business

14.

Next Board Meeting (4th Monday of every Month; All welcome)

15. [Highland Baptist Church - Mon Feb 24, 2020, 6:30 pm.](#)