



Date: Monday Feb 24, 2020

Time: 6:30 PM - 7:30 PM

Location: Highland Baptist Church

Roll Call

1. Board of Directors Roll Call

- Grant Anderson (Tres/Hillcrst) Bijan Mashaw (Parkside) Margaret Warhurst (Home)
- Bob Carlson (V. Chair/Home) Ruth Ritter (Sec/Parkside)
- Charles Dalmon (Grandview) John Vukasin (Chair/Tribune)

2. OHHA Member and Guest Introductions and Comments

- a. Members and Guests -

3. General Announcements

- a.

Meeting Minutes and Treasurer’s Report

4. Approval of minutes for Board Meeting held Jan 27, 2020, by consent.

5. Treasurer’s Report (Grant)

- a. General Account Balance - \$918.25 (Checking \$813.25 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. Status of OldHighlands.Com.
- 9. Dues Payment Participation (Grant/Bob)
 - a. Add PayPal to the revitalized Oldhighlands.com webpage.
- 10. PG&E/City of Hayward Power Lines (Grant)
 - a. Grant to contact PG&E and access Hayward regarding power lines in trees.
- 11. CSUEB Interface (Bob)
 - a. Bob to talk to CSUEB regarding streets, internet access and Master Plan Entrance. (On hold until City completes survey).

New Business

12.

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

13. Highland Baptist Church - Mon Mar 23, 2020, 6:30 pm.