

## Cheltenham HOA Board Meeting February 9, 2022, at 5:30pm Zoom Call (Link sent separately)

## **Minutes**

- 1) Roll Call 5:32pm
  - a) Board of Directors (Board Quorum Established)
    - i) Jim Lauritzen
    - ii) Nancy Humphries
    - iii) Crosby Humphries
  - b) WEB Properties
    - i) Ron White
  - c) Homeowners
    - i) None
- 2) Proof of Notice of Meeting or waiver of notice
  - a) Waived
- 3) Reading of minutes of preceding meeting
  - a) Previously approved via email
- 4) Report of Officers
  - a) President Jim mentioned concerns about the proposed development directly west of the HOA. The primary concern is whether the development is for multi or single family homes. Nancy confirmed the proposal is for 79 single family homes.
  - b) Treasurer Nancy has nothing to report
  - c) Secretary Crosby has nothing to report
- 5) Reports of Committees
  - a) Financial Update through December 31, 2021 and January 31, 2022
    - i) Ron reported that Cheltenham HOA ended 2021 with a surplus in the operating account
      - (1) 2022 budget anticipates \$2,500 deficit, so want to keep at least that much in the account. Also suggest keeping a certain amount in the Operating account for cushion to pay expenses throughout the year. Ron suggests either transferring the remainder to Reserves or opening a Savings account. The Board will reconsider this at the next Board meeting.

- ii) Ron reported the status of receivables. As of 1/20/22 have received approximately half. Ron suggested sending reminder statement via email in February, then paper statement in March if still delinquent.
- 6) Election of Board Members (if necessary)
  - a) N/A
- 7) Unfinished Business
  - a) Vole problem in swale adjacent to 8702 N Elm. Will wait until Spring to determine if still a problem.
- 8) New Business
  - a) Snow Removal in Streets and around Mailboxes
    - Ron reported that WEB received a few calls asking why streets hadn't been plowed, to which we informed them that the streets are public, and that the city is responsible for plowing.
    - ii) Ron also reported that due to the heavy snowfall in early January and the subsequent snow and ice pack created by vehicles, it took Tom longer to clear the areas around the mailboxes but should be resolved now.
  - b) Rental Homes
    - i) Ron reported that a homeowner complained about a neighboring home renting their house for periods shorter than 30 days, which is required in the CC&Rs. Meantime, WEB reached out to the homeowner with the rental property, who replied they only rent for periods longer than 30 days. This was the only complaint received, so will monitor the activity.
  - c) Meeting Dates
    - i) Ron confirmed that the WEB contract allows for attendance at quarterly meetings and thinks this is probably a sufficient number for the Board. Ron confirmed the Board can always contact him at other times and the Board can decide to hold a meeting on its own.
  - d) Delinquency Policy
    - i) Ron suggested creating a separate document that details the fees and interest charged for homeowners who are delinquent in paying dues, which will tie in with the CC&Rs. Ron will send a draft to the Board for their review.
  - e) Landscape Contract
    - i) Ron confirmed receipt of a landscape bid from C&C, but it didn't include maintaining the new swale at Strong and Cannon. The contractor suggested either scraping and starting over or cleaning debris from the swale and adding topsoil and fertilizing. The Board chose the latter. Ron will get a revised estimate.
  - f) Large Swale
    - i) Ron said that the gravel path remains an issue of trying to keep weeds down, mainly because the closest homeowner (not in the HOA) keeps bees, so we don't want to use anything toxic. Ron will ask C&C if there's a commercial product.

- ii) Ron will have Tom whack down all the weeds in the large swale once the weather turns.
- iii) Ron said it's hard for the area just outside of the fence on the north side to be maintained because the swale fence comes to a pinch point with the adjacent homeowner fence. Ron and Tom will look at the fence in the Spring to see if it's possible to remove or relocate the fence to keep the swale fully enclosed but allow better access for maintenance.
- g) Homeowner Concerns
  - i) 1918 Maxine concern re trashcans. Suggest note to homeowners about the requirement.
  - ii) 8815 Cannon:
    - (1) 8806 weeds in front bed, no landscape just weeds.
    - (2) 8803 crab grass/ weeds
    - (3) 8723 yard condition, weeds in beds, no landscaping at all.
    - (4) 8710 above ground garden beds in front yard. It clearly states in our HOA contract a structure like that should have been approved.
    - (5) 8901 is the owner of a food truck as a business and it is parked in front of his house while not in use. I've asked him about this and he has said he has a storage unit for it but didn't use it all summer, it is a huge eyesore!
    - (6) 8818 has had reindeer Christmas wrapping paper covering their garage door and front door windows for over two years.
- 9) Adjournment 6:29