

Northridge Homeowners' Association

Mary 2019 Board Meeting Agenda

Date: Monday, May 20, 2019 @ 5:15 PM

@ Northridge Village – Ground floor meeting room

- 1) Call meeting to order
- 2) Approval of minutes from the March 2019 Annual Board Meeting
- 3) Treasurer's Report
 - a) Review of financial reports /April- May 2019
 - b) Review and approval of new invoices
 - c) HOA Dues update
- 4) Green Space Manager's Report
 - a) Update on green space projects
 - b) Future green space projects
- 5) Pond Report and Update
 - a) Findings so far
 - b) Updates needed?
- 6) Old Business
 - a) 3145 Sycamore Rd Rental House complaint update
 - b) 3025 Bayberry common space drainage
 - c) North 40 snow removal
 - d) Request from 3002 Evergreen Circle to add trees to a green space area
- 7) New Business
 - a) Fence permit 3031 Almond Rd
 - b) 3132 Evergreen Rd common area flooding
 - c) Ice Cream Social Planning
 - d) Meeting date and time for Next Meeting
- 8) Adjourn Meeting

**Northridge Homeowners' Association
Board Meeting Minutes
20 May 2019**

Members Present:

Cristin Diekmann, President
David Farrell, Treasurer
Amanda Winters, Secretary
George Coverts, Member at Large
Don Wolter, Member at Large
Danny Staedtler

Call to Order/Approval of Minutes:

The meeting was called to order at 5:20 p.m. The previous board meeting (March 2019) minutes were approved following a motion by David Farrell that was seconded by George Coverts.

Treasurer's Report:

The treasurer's report was presented by David Farrell, which is summarized below;

- March Financial Report:
 - Credits totaled \$xxx.xx:
 - \$xxx.xx in 2019 Dues deposits
 - \$xxx.xx in Dividends
 - Debits totaled \$xxx.xx
 - Interest earned on Certificate of Deposit account: \$xxx.xx
- April Financial Report:
 - Credits totaled: \$xxx.xx
 - \$xxx.xx in 2019 Dues deposits
 - \$xxx.xx in Dividends
 - Debits totaled: \$xxx.xx (to Story County Treasurer for property taxes)
 - Interest earned on Certificate of Deposit account: \$xxx.xx
- Total balance of all accounts as of April 30, 2019 was \$xxx.xx:
 - Checking account \$xxx.xx
 - Business Share account \$xxx.xx
 - Certificate of Deposit account: \$xxx.xx
- Farrell reported that 2019 dues have not yet been officially received from nine houses. There are three that are in the process of being sold and checks will come from the real estate agencies; one is from a homeowner who overpaid and David has not yet been able to reach her in person to let her know, so he will send a letter to her via U.S. mail; which leaves five homes that are actually outstanding. The current amount due plus late fees per property is now at \$xxx.xx.
- There was some discussion on opening a savings accounts that would earn a greater return, but no decisions were made and the discussion was tabled for a future meeting.
- Danny Staedtler submitted an invoice for \$xxx.xx for pond work, pump parts and time spent updating the website and email/address list from January to May. A motion was made by Don Wolter to pay the \$xxx.xx invoice and Cristin Diekmann seconded.
- David also reported that \$xxx.xx was spent on two USPS postage purchases (one for \$xxx.xx and one for \$xxx.xx).
- Lisa Shen, a Northridge resident, conducted the annual financial audit later this month. Her report did not find any major issues or concerns but included the following suggestions:

- Sort the dues report in order of collection date and clarify the extra or short payments by adding a note/comment in the cell or in a separate column, to keep the formula in the spreadsheet intact.
- Try to get an ice cream social invoice that includes the number of items sold and the price per item.
- Include approved expense amounts in meeting minutes.
- Move uncashed checks in the prior year to the new year's book.

Green Space Report:

- David reported that he has done and will do some additional landscaping/weeding work on the Aspen and Valley View entrances; another homeowner has volunteered to take on the Northridge Pkwy entrance.
- David also reported that the neighborhood is signed up with Dan's Landscaping for their weed and feed program; the first treatment is complete but several board members commented that there are many areas that appear untreated, so David will follow up with Dan's to get a better idea of their schedule, what they treat and when.

Pond Report:

- Danny reported that he added chemicals to the ponds in April and the pond pumps are operational except for the southeast one, which he may need to call in an electrician to look at.

Old Business:

- 3145 Sycamore Rental House Complaint - Cristin spoke with the neighbor at 3120 Sycamore and they know now that the City can better address the issues there than the Board can, as the property is a rental, and the issues at the property fall under city ordinances. Cristin did recommend that if we receive another garbage complaint, we might want to draft a form letter that could be sent to individuals who do not follow the covenant restricting garbage containers from being visible on days other than pickup days and the days before and after.
- 3025 Bayberry Common Space Drainage - Cristin reported that Carroll Marty spoke to the homeowner and addressed this concern, but she does not know any further details about it.
- North 40 Snow Removal - Cristin has not yet had any luck reaching Matt Cooper, but plans to call his business phone number in regard to setting up a formal agreement for snow removal in that area.
- Request from 3002 Evergreen Circle to add trees to a green space area - Carroll recommended against this due to future, long-run maintenance concerns; Cristin let the homeowner know that the board does not approve the planting of trees in the greenspace.

New Business:

- Northridge Village Garden - David shared that a public notice from the City of Ames was received, notifying the Northridge HOA that a garden will be built at Northridge Village, adjacent to Northridge.
- Floodplain Map - David also reported that we received a letter from the City of Ames stating that the Iowa Department of Natural Resources and the Federal Emergency Management Agency are working with the City of Ames to present preliminary floodplain maps to Ames and Story County citizens, and as a result of map changes, some properties throughout the City of Ames (and Northridge) may, for the first time, be included in a high-risk flood zone. More details can be found at www.cityofames.org.
- 3031 Almond Rd Fence Permit - The homeowner at this address submitted a fence approval request for six-foot vinyl backyard fencing. The plans include using one long section of the neighbor's fence at 3025 Almond, which the neighbor has agreed to. David motioned to approve

the fence request; the board unanimously agreed to approve the six-foot vinyl fence, connecting to the fence at 3025 Almond, as was described in the fence request.

- 3132 Evergreen Rd Flooding - David reported that he walked the homeowner's property and - her window well is flush with the ground and her property does slope downward toward her home. The board recommended the homeowner install above-grade window wells, and contacting a landscaping professional who can conduct drainage work on her property to improve the flow of water away from the home. Cristin stated that she will give Carroll's phone number to the homeowner to speak with to get his thoughts on improving draining away from her home.
- Ice Cream Social Planning - David has the contact info for the truck; he will call and see if they can come in July on either the 15th, 22nd, 29th, early evening.
- 2918 Cypress Circle Common Area Maintenance - This homeowner is concerned about the greenspace behind his home, as there is Creeping Charlie growing there. David stated that he will see if Carroll could spray there.
- General common space rules, regulations, and ongoing maintenance - There was a brief discussion about how many of the common spaces have become overgrown and it appears that herbicide has not been applied, and how this year, we have so far had a reactive approach to some of the maintenance but will likely need to raise dues next year in order to pay a landscaping service to handle the full neighborhood in a more proactive manner.
 - The board tabled the discussion on raising dues 7 percent to the next meeting.
- Natural disaster quick help list - Ron Frantzen suggested a list of available electricians, mechanical contractors, etc., to be called upon in the event of a natural disaster, however, since Cristin had limited information, this discussion was tabled for the next meeting.
- Danny reported that the 2019 directory is updated electronically; David has a few additional new email addresses for him. Danny has received one quote for 450 printed copies for approximately \$800 and will call one more print shop for an additional quote.

Next Meeting:

The next meeting will be held on Monday, August 19, 2019 at 5:15 pm at the Northridge Village meeting room.

Adjournment:

The meeting adjourned at 6:53 p.m.

Respectfully Submitted,
Amanda Winters, Secretary