

# Northridge Homeowners' Association

---

January 2020 Annual Board Meeting Agenda  
Date: Monday, January 13, 2020 @ 7:00 PM  
@ Northridge Village – Upstairs meeting room

- 1) Call meeting to order
- 2) Approval of minutes from the November 2019 Board Meeting
- 3) Treasurer's Report
  - a) Review of financial reports
  - b) Review and approval of new invoices
  - c) Dues update 2913 Arrowwood Circle
- 4) Green Space Manager's Report
  - a) Update on green space projects
  - b) Future green space project
- 5) Pond Report and Update
  - a) Findings
- 6) Old Business
  - a) Snow Removal for the North 40 Sidewalk
  - b) 3020 Evergreen Circle request for information on bylaws regarding a business being run out of home
  - c) HOA dues increase notifications were sent via email, Nextdoor Neighbor, HOA website and signs
- 7) New Business
  - a) Update on 2901 Cypress Circle
  - b) Capital Plan
  - c) Concerns to bring to the board for discussion?
  - d) Election of board members for 2020
  - e) Meeting date and time for Annual Meeting
- 8) Adjourn Meeting
- 9) Annual meeting to be followed by Northridge Board organizational meeting for the selection of officers for 2020.

## **Northridge Homeowners' Association**

January 2020 Annual Board Meeting

Minutes

Monday, January 13, 2020

7:00 PM

Location: Northridge Village, Second Floor Conference Room

Board of Directors/Neighborhood Volunteer Managers in Attendance: George Covert, Cristin Diekmann, David Farrell, Ron Frantzen, Dick Geil, Carroll Marty, Dan Staedtler, Amanda Winters, Don Wolter

Homeowners in Attendance: Waddah Akili, Jim Bolinger, Mary Heindel, Krista Hibbs, Scott Johnson, Becky Staedtler, Simon Timmermans

- I. Call Meeting to Order: Board President Cristin Diekmann called the meeting to order at 7:06 p.m.
- II. Approval of Minutes from the November 2019 Board Meeting: A motion for approval of the minutes as presented was made by Ron Frantzen and seconded by David Farrell and the November 2019 minutes were approved.
- III. Treasurer's Report
  - A. David Farrell reviewed the financial reports.
    1. In November, four checks were written; two for insurance policies to State Farm, for \$xxx.xx and \$xxx.xx; one to Carroll Marty for greenspace maintenance for \$xxx.xx; and one to Arthur's Mowing Service for \$xxx.xx.
    2. In December, three checks were written: one to Dan's Custom Landscape for \$xxx.xx; one to State Farm Insurance for \$xxx.xx and one to Arthurs Mowing Service for \$xxx.xx. Farrell made a deposit of 2020 dues in December for \$xxx.xx.
    3. The ending total balance on all accounts at the end of 2019 was \$xxx.xx.
    4. Farrell provided a summary of all expenses in 2019 and described each line item on the Annual Summary of Income & Expenses 2019 in detail. He also shared that in 2018, \$xxx.xx was spent compared to \$xxx.xx, which was spent in 2019. Frantzen noted that a capital project valued at approximately \$xxx.xx accounted for some of that difference in 2018; and pointed out that our costs for mowing and greenspace maintenance have risen over the past year.
  - B. Dues Update on 2913 Arrowwood Circle - 2019 dues have not yet been paid on this property. Farrell requested contact information from the current renters, but they would not share the owner's contact information with him. Farrell provided written information to the renters on the dues and how to pay them. The renters told him that they were renting to own the property. If this is the case, there will be a paper trail at some point on the transaction, which might help track down the current owner. Ron Frantzen will reach out to Story County and/or the Secretary of State to find out how out a lien is filed. If the dues plus late fees have not been paid by the next board meeting, the board will be prepared to make a decision regarding placing a lien on the property.
  - C. Ron Frantzen made a motion to approve the financial statements as presented; Don Wolter seconded.

IV. Greenspace Manager's Report

- A. Carroll Marty reported that he removed three dead trees since our last meeting.
- B. Marty requested that a note to be placed on the HOA website that volunteers are needed to help with greenspace clean up. He would like an email list of potential volunteers that could help with tree/brush removal from time to time.
- C. Marty turned in a \$xxx.xx invoice for greenspace maintenance.

V. Pond Update

- A. Dan Staedtler shared that the pond pumps run April through October. He explained that three of the ponds have electrical access via a Northridge homeowner, and those homeowners have turned in invoices for reimbursement for electricity for powering the pond pumps. The pond electricity invoices were for: \$xxx.xx, \$xxx.xx and \$xxx.xx. He also reported that the electrical line to the Northeast pond is now buried.
- B. Staedtler also turned in an invoice for \$xxx.xx for website administration and one for \$xxx.xx for website hosting.

VI. Old Business

- A. Snow Removal for the North 40 Sidewalk - Cristin Diekmann reported that she has not yet been able to make contact with Matt Cooper on removal of snow in that area. Simon Timmermans stated that he would follow up on an agreement for snow removal there.
- B. 3020 Evergreen Cir - In-home business question - A homeowner requested information on any HOA bylaws regarding a business being run out of their home; Diekmann referred them to the city for Ames guidelines on in-home businesses.
- C. Notification of the dues increase was sent via email, Nextdoor, the HOA website and entryway signage. It was decided to save the expense of a mailing and not mail a notification of the increase. Farrell shared that a few homeowners paid the old amount, but most must have received notification of the new amount via one of the methods listed above, as the amount paid has been correct for most homeowners.

VII. New Business

- A. 2901 Cypress Circle Update - Farrell has been in conversation with these homeowners on their stalled renovation. A new local builder has been hired after lengthy legal issues halted the project last year. Farrell reported that the homeowner shared with him that siding will be installed in the coming weeks (pending weather) and that the homeowners are very eager to finish the project.
- B. Capital Plan - Ron Frantzen discussed the need to develop a three to five-year capital plan that outlines tree removal, trail repair, trends in mowing, weeding, fertilization costs, etc. to share with homeowners so that expenses and the need and rationale for a higher dues amount can be better understood by the board and homeowners. Many of the paths are aging out due to tree roots pushing up through the blacktop and the concrete will need to be replaced, so a plan must be developed to maintain the safety of our paths and protect our investment in this neighborhood's greenspace.

- C. Concerns - Several homeowners in attendance voiced concerns over what they perceive as declining home and yard maintenance, play structures needing repair/removal, on-street parking and dogs running off-leash in the neighborhood. These are issues that are mostly outside of board's authority; we can model the level of maintenance in our own homes that we would hope for among our neighbors' properties but must respect that different homeowners prioritize home and yard maintenance differently and there is not usually anything that the board can do in most of those situations. Homeowners should contact the city of Ames regarding abandoned vehicles and off-leash animals.
- D. 2020 Officer Election - The 2020 Northridge Homeowners Association Board of Directors is as follows:
  - Ron Frantzen - President
  - David Farrell - Treasurer
  - Simon Timmermans - Vice President
  - Amanda Winters - Secretary
  - Dick Geil - At Large Member
  - Don Wolter - At Large Member
  - Carroll Marty - Greenspace Manager
  - Dan Staedtler - Pond & Website Manager

VIII. Next Meeting: The next meeting of the Northridge Board of Directors will be held Thursday, March 5th, 5:30 p.m. at Northridge Village.