

Northridge Homeowners' Association

Board Meeting Agenda

Date: Monday, June 01, 2021 @ 5:00 PM
@ Residence 2418 Ridgetop Circle – Garage

- 1) Call meeting to order
 - a) Roll Call of Volunteer Board
David Farrell Finance, Don Wolter, Danny Staedtler,
Amanda Winters, Simon Timmerman, Ron Frantzen,
- 2) Approval of minutes from the March 8, 2021 Board Meeting
- 3) Treasurer's Report
 - a) Review of financial reports
 - b) Dues update and delinquent due payments
- 4) Green Space Manager's Report
 - a) Update on green space.
 - b) Future green space projects 2021-2023
- 5) Pond Report Update
 - a) Update on Ponds in NHO space.
 - b) Future pond project 2021-2023
- 6) Northridge Homeowners Website:
 - a) Email communications on HOA website
- 7) Northridge Homeowners Capital needs
 - a) Walking path trail repairs: Updates by Ron
 - b) Volunteer tree removal by north East pond while trail repairs are taking place
 - c) Trail grinding of asphalt will begin soon to address trip hazards. This will tie along with trail identified replacement areas
 - d) Other concerns to bring to the board for discussion?
- 8) Adjourn Meeting

Northridge Homeowners' Association
Board Meeting Minutes
Tuesday, June 01, 2021
5:00 PM
at Residence 2418 Ridgetop Circle

1. Call Meeting to Order: Ron Frantzen called the meeting to order at 5:06 p.m. on Tuesday, June 1, 2021.
 - a. Present Volunteer/Voting Board Members: David Farrell, Ron Frantzen, Simon Timmerman, Amanda Winters
 - b. Present Support Staff/Non-Voting Members: Danny Staedtler (Website, Pond & Pin Location)
2. Approval of minutes from the March 2021 Board Meeting: There were no changes needed to the minutes; Farrell motioned to approve the March 2021 minutes and Timmerman seconded and the minutes were approved.
3. Treasurer's Report - Farrell presented the Treasurer's Report.
 - a. Review of financial reports
 - i. March
 1. Deposits:
 - a. 3/1/2021 Dues Deposit \$xxx.xx
 - b. 3/11/2021 Dues Deposit \$xxx.xx
 - c. 3/23/2021 Dues Deposit \$xxx.xx
 2. Debits:
 - a. 3/19/2021 Danny Staedtler Website Work \$xxx.xx
 - b. 3/25/2021 IRS Federal Tax Payment \$xxx.xx
 - c. 3/26/2021 Stop Payment/Check Return Fee \$xxx.xx
 - d. 3/26/2021 Stop Payment/Check Return Fee \$xxx.xx
 3. Account Balances:
 - a. Ending Total Balance: \$xxx.xx
 - i. Checking: \$xxx.xx
 - ii. Business Share: \$xxx.xx
 - iii. CD: \$xxx.xx
 - ii. April
 1. Deposits:
 - a. 4/9/2021 Dues Deposit \$xxx.xx
 - b. 4/12/2021 Dues Deposit \$xxx.xx
 - c. 4/22/2021 Dues Deposit \$xxx.xx
 2. Debits:
 - a. 4/15/2021 US Postal Service PO Box \$xxx.xx
 - b. 4/23/2021 Dustyn Turner Greenspace \$xxx.xx
 3. Account Balances:
 - a. Ending Total Balance: \$xxx.xx
 - i. Checking: \$xxx.xx
 - ii. Business Share: \$xxx.xx
 - iii. CD: \$xxx.xx

iii. May

1. Deposits:

- a. 5/12/2021 Dues Deposit \$xxx.xx
- b. 5/27/2021 Dues Deposit \$xxx.xx

2. Debits:

- a. 5/18/2021 Raymond Richie Pond Electrical \$xxx.xx
- b. 5/19/2021 IRS Federal Tax Payment \$xxx.xx
- c. 5/21/2021 Joel Brinkmeyer Pond Electrical \$xxx.xx

3. Account Balances:

- a. Ending Total Balance: \$xxx.xx
 - i. Checking: \$xxx.xx
 - ii. Business Share: \$xxx.xx
 - iii. CD: \$xxx.xx
- b. Dues Update: Farrell reported that 12 of the 414 homeowners have not paid their 2021 dues. He has contacted those 12 homeowners and will stay in contact with them; those homeowners now owe their annual dues plus monthly late fees. He reported that he received a large package of mail in the post office box from November to December that included approximately 50 payments that had been lost in the mail for several weeks. Some of those payments had been cancelled, but they have all been resolved at this point.
- c. Venmo/Online Payment Option: Farrell reported that our bank does not offer an online option. He has considered how to set up a business venmo account, but needs to research further. A great majority of homeowners do pay their dues within a reasonable timeframe via check, so it may not be a necessity, but something to think about.

4. Green Space Manager's Report: Turner rented a boom to use with tree clean up. Tree work has been ongoing.

5. Pond Manager's Report - Danny Staedtler:

- a. Staedtler reported that the pond pumps have been turned on; there was a part that needed replacing, Staedtler had the part and did the replacement. He also has added chemicals to the ponds. He stated that he will follow up with the City regarding the trash in the retention pond culvert grates in the north 40 lot.
- b. At Buck Pond, there are several volunteer trees popping up in ponds; a professional contractor is needed to come through and pull out these trees along the pond edge and build up a nicer shore line, which has begun washing away due to erosion. The contractor doing the repair work on the trails can do this work while they are in the neighborhood.
- c. Future pond projects 2021 through 2023 - pond dredging for each of the ponds is eventually needed; we could do one pond at a time, starting with the one that needs it most.

6. Website Manager's Report - Danny Staedtler: It is time to update the resident directory; the last version was printed two years ago. The board discussed an electronic version of the directory to save printing costs, but nixed the idea due to privacy issues. Timmerman motioned for the 2021 directory to be printed as has been in the past; with resident contact information updates, and adding the website address to the front cover; Farrell seconded the motion.

7. Northridge Homeowners Capital needs:

- a. Walking path trail repairs: Frantzen reported that Ames Concrete , owner Kim Sharp will begin addressing the sections of asphalt replacement with concrete sidewalk within the development. We have identified the areas that need replacement first; work will begin soon.
- b. Frantzen will meet with Mid-Iowa Enterprises LLCs reviewing all the trails that have been identified that can be repaired through asphalt grinding; this process is more cost effective than concrete replacement. This will reduce the amount of square footage of concrete that will need replacing. Frantzen will meet with Mid-Iowa Enterprises LLC on Friday June 4, for them to begin cutting tree roots on both sides of the trails to reduce future damage. Then the company will surface grind the trip hazards on the trails leveling them down to the surface. Timmerman motioned to allow a maximum of \$10,000 (it is anticipated to be closer to \$7,500) for asphalt and root grinding on the neighborhood trails; Farrell seconded.

8. Northern Natural Gas Ozonator Installation Arrangement: Frantzen has worked with Northern Natural Gas to reach a fair resolution regarding the ozonator. An amount of \$xxx.xx total will be received for a permanent easement of the area identified by Northern Natural Gas, in greenspace behind the entrance sign at the Aspen neighborhood entrance. These funds have been designated for use in long overdue maintenance work on the trails, ponds and bridges in the neighborhood. Farrell will provide Frantzen a W9 for the HOA to finalize the agreement with Northern Natural Gas. Timmerman motion to proceed with the arrangement with Northern Natural Gas as described above, Farrell seconded.

9. Entrance monument landscaping - Frantzen will seek bids for updating landscaping for the two GW Carver entrances. Scope to include, powerwash entrance monument, replace landscaping with new landscaping, put down weed barrier and replace Northridge and Aspen entrances; Frantzen to report to the board with the estimates at the next meeting. Timmerman motioned, Farrell seconded the motion.

10. Adjournment: Meeting adjourned at 6:48 p.m.