



NORTHRIDGE HOMEOWNERS ASSOCIATION

Meeting location Northridge Village 330 George Washington Carver

1. January 22, 2024 annual meeting called to order
 - a. Roll call

Position	Member	Present	Absent
President - Volunteer	Ron Frantzen		
Vice President - Volunteer	Simon Timmerman		
Treasure - Volunteer	David Farrell		
Secretary - Volunteer	Laura Frantzen		
At Larger Member - Volunteer	Don Wolter		
At Larger Member - Volunteer	Kyle Hornberg		
At Larger Member - Volunteer	Leif Wathne		
At Larger Member - Volunteer	Chas Weber		
Green space			
Website - Pond	Dan Staedtler		

1. Approval of minutes from the October 30, 2023 Board Meeting
2. Treasurer's Report:
 - a. 2023 Budget year end results
 - b. 2024 Proposed Budget for approval
3. Green Space and Projects Report:
 - a. Ron Frantzen projects update Dec. 2023 (see attached)
4. Ponds & Website update
5. Update on special assigned Board projects
6. **2024 - Board Elections to serve an elected term**



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Year in Review of 2023 projects:

Three cul de sacs: Sumac Circle, Bayberry Circle and Magnolia Circle renovations and plantings have been completed as of October 26, 2023.

The Board should decide next phases of cul de sacs to be completed in 2024. As the general conditions improve (per our grading chart), we should anticipate lower costs, therefore, more can be completed for the same expenditure.

Cypress Circle trail low settled section repaired:

In November the contractor completed asphalt resurfacing to raise the trail, eliminating ponding and mud conditions on this section of trail.

North pond grass seeding along new sidewalk:

Distinctive Landscaping was hired to add black fill dirt and seed to finish side walk project done last summer.

Tree removals in HOA:

Two different phases of approximately 40 trees and 50 stumps were removed in 2023. Anticipate fewer tree removals going forward as this was due to ash borer killing many of these trees.

Coneflower Garden

There were two phases of this project.

Phase 1: A group of board members met on a Saturday morning and cleaned out this area of overgrown evergreen bushes.

Phase 2: Distinctive Landscaping was hired to work up soil, add black fill dirt and seed with straw covering to finish.

Valley View Creek bed cleanup:

This project was initiated to improve and address water flow through our creek beds and into our storm water ponds. Many small trees and other wild plant growth had reduced the natural flow of water.

This cleanup was completed from Valley View as the starting point down to Cattail bridge. More minor work will be needed in this first section.

2024 plans should be made to continue from Cattail Bridge to Monet Bridge and around the pond north of the bridge. Our board of volunteers can help on this project, but we still need to hire Distinctive Landscaping for the bulk of the removals and disposal of small trees and branches for this initial



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cleanout.

Pruning of trees:

On Saturday December 9, a significant pruning of trees north of Evergreen Road and Aspen Road was completed by HOA board members. There were many large piles of limbs stacked throughout these green space areas. It was decided to hire Distinctive Landscaping to pick up and haul away these piles to be ground up into mulch.

Finance overview will be requested to ensure we are still on track with our 2023 maintenance budget. The Board's goal is not to dip into the cash reserve for emergencies.

A budget planning meeting was held by three board members, David Farrell, Chas Weber and Ron Frantzen. We reviewed initial goals from 2022 and expenses from 2023. We then developed 2024 budget projections. We also made a decision to save \$5,000.00 immediately into savings for future pond restoration needs. David was going to look into CD options for this amount or rolling it into an existing CD.



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NORTHRIDGE HOA BOARD MEETING MINUTES

January 22, 2024

Meeting start time 6:32 p.m.

Attendance: Ron Frantzen, Laura Frantzen, Simon Timmerman, David Farrell, Don Wolter, Kyle Hornberg, Charlie Weber, Leif Wathne, Dan Staedtler and HOA residents Kaysha Halbur and Al and Mary Warren

Approval of minutes from October 30, 2023 meeting

Treasurer's Report: See attached

Green Space: See agenda for 2023 projects

Ponds Update:

Dan Staedtler reports pumps and aerators were turned off at the end of October. Electrical fees incurred to the three homeowners that have pumps hooked to their electricity were figured by Dan and homeowners were reimbursed (fees incurred from April 1-Oct 31.) Anticipating new pump filters will be ordered this year as a pond maintenance expense.

Website Update:

1. The HOA website uses Content Management Systems software and the website was two software versions behind. The system was updated to the current software version 5. Dan reported several significant user issues occurred relating to the HOA website which affected its formatting. This will require the website to be redesigned.
2. In an effort to improve residents' communications via email from the HOA, it was decided by the board to introduce Google workspace as a communications tool. Although some communications were able to be distributed, much more work is needed to ensure that when messages are sent out, they are not flagged as a



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SPAM email message and go into junk email. Our first attempt was sending these out was in December, with two additional emails sent as reminders for the 2024 dues notices. Recently we learned that most of those emails failed as well and went to users' SPAM folders. This will need to be resolved to ensure email communications reach all homeowners throughout the year.

3. The board listened to many requests from our residents to have an online payment portal available for the ability to pay their annual dues online. We were able to set up this process on the website for a soft rollout. We had over fifty-six residents or 7.4% of 414 residents choose to pay with the online process via the Northridge HOA website.

Special Projects: Last year the board members were assigned to one of five zones in the HOA and will routinely report on potential safety or space cleanup deficiencies to the HOA board President or Vice President.

General topics / questions: Discussion regarding renting homes to others, businesses in homes, renting as an Airbnb, and renting to college students were all discussed. Currently there is a renter in Northridge who is not abiding by the covenants by having many vehicles coming and going and an "open/closed" sign posted in their window. Suggestions were made to count cars coming and going to get an idea of the traffic. Two families in attendance will write an email to the board with concerns of renters on their streets. Simon Timmerman will talk to lawyers at Hastings and Gartin Group for more discussion on these topics.

Miscellaneous: Ron Frantzen met with the city of Ames and received information on a DNR tree planting program in the HOA. Ron proposed diverting up to \$5,000 in 2024 to a tree planting program that the DNR would match. This would enable the HOA to potentially replace trees in our HOA from the many that have been removed in the past three years. Charlie Weber suggested focus on cul de sacs first since that was one of our goals with the dues increase. Ron will hold submitting the DNR application until more discussion regarding this topic can take place. Deadline for application is March 1. Board can apply in 2025 if they decide to go ahead.



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Board elections:

A special meeting will be held to finalize the 2024 HOA board positions on February 26 at 5:30 pm.

It is important we continue to have new board members to help carry the HOA processes forward. If any resident has an interest in helping, please reach out to the HOA website and send in your interest. The volunteer board President will contact you to discuss your interest in serving.

Next meeting February 26 at 5:30 p.m.

Meeting Adjourned: 9:08 p.m.