

NORTHRIDGE PARKWAY HOMEOWNERS ASSOCIATION

Board Meeting Agenda

Tuesday, August 18, 2026 | Time: 5:30 pm | Location: Northridge Village

1) Call to Order

- Confirm quorum of the Board
 - Approve agenda / adjustments
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2) Approval of Minutes (Secretary – Kaysha Halbur, filling in for Charlie Weber?)

- Motion to approve minutes from the June 18, 2026 ad hoc Board Meeting
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3) Treasurer's Report (David Farrell)

- Dues collections status: total collected, outstanding balances, delinquency count
 - Bills paid since last meeting
 - Current account balances: operating and reserves
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4) Green Space & Old Business (Ron Frantzen)

3420 Honeysuckle Road – Covenant Violation

- Background: ongoing yard maintenance violation — excessive overgrowth, invasive plants, spread onto neighboring properties
- Formal violation notice drafted citing Section 6(k) and Section 6(m) of the 18th Addition Restrictive Covenants
 - Escalating monthly charges: \$100 → \$150 → \$200 → \$250/month
 - 30-day remediation deadline — September 10, 2026
 - City of Ames enforcement running in parallel — referral to City Attorney if not already made
- Ron Frantzen proposal — presentation to board for approval
- Board decision: approve formal violation notice and Ron's proposal; authorize certified mail

Roseman Bridge Replacement

- Confirm rehabilitation this fall
- Timeline: begin when weather cools, target completion before winter
- Approach: volunteer-led, materials cost only — confirm materials budget
- Leif Wathne leading — confirm any additional volunteers needed

Fall Trail Tree Trimming Day

- Proposal: organize a Saturday work session after leaves have fallen to trim tree branches encroaching on trails
- Discuss date — target November? depending on leaf fall
- Coordinate with Ron Frantzen for equipment, disposal, and volunteer coordination

Ron Frantzen – Additional Green Space Items

- Any other green space maintenance updates or items requiring board discussion
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5) New Business

Annual Ice Cream Social – Date Confirmation

- Ice cream has already been ordered — date must be confirmed and locked in
- Reserve Moore Park clubhouse — assign lead to contact Moore Park and confirm availability
- Board decision: set the date in stone and confirm reservation

6) Walking Trail Rehabilitation Project (Discussion + Decision Items)

Member Draft Communication – Status

- Draft pitch sheet distributed to members for discussion purposes only
- Key framing confirmed: this is just a draft and not a final version — no decisions made, no assessment imminent
- Board to discuss

Project Scope – All at Once vs. Staged Approach

- Key unresolved decision: complete the full 4.4-mile trail system in one project mobilization, or phase it over multiple seasons?
 - All at once: most economical (single mobilization), inflation protection, cleaner financing package for GICU
 - Staged approach: lower upfront cost per phase, but higher total cost, multiple disruptions
- Board discussion and working direction decision required

Legal – Assessment Collection and Enforcement

- Email sent to Joe Wallace regarding assessment collection enforcement mechanisms
 - Key question: how do we ensure timely payment collection, particularly if financing through Greater Iowa Credit Union?
 - What are the board's legal tools if homeowners do not pay the assessment on time?
- Update from Simon on Wallace's response if received prior to meeting
- This is critical to finalize before approaching GICU formally

Greater Iowa Credit Union – Financing

- Status of GICU discussions — any preliminary terms or requirements?
- Confirm: 6.75% estimated rate currently (subject to market rates), 5-year term
- Collections timeline and lien authority will be key to lender confidence

Member Vote – Timeline and Preparation

- Tentative vote target: September 2026 — confirm or adjust timeline
- Quorum strategy: 60% first meeting (249 lots); 30% second meeting (125 lots) within 60 days
- Homeowner packet status: notice, ballot, FAQ, scope map, cost scenarios

7) Action Items, Owners, and Timeline

- 3420 Honeysuckle violation notice — authorize and send certified mail (Simon / board)
- Ron Frantzen proposal — approval and next steps
- Roseman Bridge — formal authorization, materials budget, volunteer list (Wathne / Timmermans)
- Fall trail tree trimming day — lead (Ron Frantzen)
- Ice cream social — confirm date, reserve Moore Park clubhouse (assign lead)
- Trails scope decision — all at once vs. staged (board vote)
- Joe Wallace response on assessment collection — follow up if not yet received (Simon)
- GICU financing — next steps and timeline (David Farrell / Simon)
- Member vote proxy drive and homeowner packet — assign leads and deadlines
- Next board meeting date — confirm

8) Adjournment

- Confirm next meeting date and time
- Motion to adjourn



NORTHRIDGE HOMEOWNERS ASSOCIATION

Meeting location Northridge Village 330 George Washington Carver

Minutes of Board Meeting

August 18, 2026

1. Meeting called to order by President Timmermans at 5:39pm
 - a. Roll call and self-introductions

Position	Member	Present	Absent
President - Volunteer	Simon Timmermans	X	
Vice President - Volunteer	Leif Wathne	X	
Treasurer - Volunteer	David Farrell	X	
At Large Member - Volunteer	Kurt Stueven	X	
At Larger Member - Volunteer	Charlie Weber		X
At Larger Member - Volunteer	Kaysha Halbur	X	
At Larger Member - Volunteer	Tony Thrush	X	
At Larger Member - Volunteer	Alex Grandgeorge	X	
Green space/Board member at large	Ron Frantzen	X	
Website - Pond	Dan Staedtler	X	

- 1) **Motion** to approve minutes from the July 26, 2026 Meeting (Motion Frantzen, 2nd Thrush).
Motion passed. Edit to fix project start date working to 2027 projects typo.
- 2) Treasurer's Report - Farrell.
 - a) Treasurer provided a report on the HOA's assets, expenses and account balances:
Discussed significant tree damage and increased costs. Frequent mowing has been required this year, and we expect to use the fully budgeted amount. 2 cul-de-sacs are already approved for landscaping. We will wait on #3 and Roseman Bridge project to verify available funding to stay within budget.
 - b) Only 2 homeowners have outstanding dues, repeat offenders. Lien letters coming soon.

3) Green Space Manager's Report – Frantzen

- a) Numerous trees down and storm damage continues. .
- b) Roseman Bridge. Again touched on this. Waiting to start until we verify funding.
- c) Covenant Violation 3420 Honeysuckle Road
 - i) Severe lawn and landscaping overgrowth with noxious weeds.
 - ii) The city of Ames is aware and is pursuing their designated processes.
 - iii) There is concern for inability to reach the homeowner. HOA was able to find an email address.
 - iv) Plan: 1. HOA email to homeowner to discuss violation. 2. Certified letter to homeowner (hoping this will be forwarded). 3. Knock on the door and leave a letter to attempt to make contact. HOA would prefer to have a neighborly conversation with the homeowner to correct the issue and identify any barriers. HOA will consider issuing charges if no action is taken. This is allowed within the bylaws. Communication to be attempted by Timmermans and Frantzen. **Motion Halbur, 2nd Thrush. Motion passed**
 - v) Planning for another volunteer tree trimming day this fall. November suggested. Date TBD. We had great success with this last time! Plan to issue an email to all members when date is set
- d) Ice Cream Social
 - i) Date set for September 8, 2026 (5-8pm). Letter and email coming soon. Farrell will get signs out ASAP.
 - ii) Iowa State Creamery order placed and supplies picked up by Ron and Laura Frantzen. We will have the same flavors as last year. Shelter reserved.

4) Trails Capital Project:

- a) The Board has spent a significant amount of time looking into the repair and or replacement of our trails, as they are failing.
- b) There will be a letter sent to all homeowners by the end of this month to explain everything

better. Overall, the board feels asphalt repair with many areas of full replacement is the most fiscally responsible option. We are hoping the ice cream social will allow an opportunity for homeowners to come and speak with us about this upcoming project. Ultimately, this will result in a capital improvement project that must be voted upon by the homeowners. See letter for further information.

- c) Motion to finalize trail improvement project letter with ice cream social announcement. Print and mail letter ASAP (before the end of the month). Frantzen & Thrush. Put up signs for ice cream social, and a new sign with a QR code to bring awareness about the trails project, to be put at neighborhood entrances. Farrell. Email letter to homeowners. Staedtler. **(Motion: Halbur, 2nd Stueven). Motion passed**

- 5) The next meeting is set for October 20th.

Items for next meeting. Budget Update so we can finalize planned projects for the year (cul-de-sacs & bridge). Ice cream social debrief. Discuss homeowners thoughts on the trails project.

- 6) **Motion** made to adjourn at 8:32pm (Wathne, Stueven). **Motion passed.**