

CCHA Regular Board of Directors Meeting MINUTES
Tuesday May 4, 2021 at 7:00 p.m.
In Person at Clubhouse option or Zoom Meeting
Meeting ID: 787 6354 3776 Passcode: jrBZ0R

Board of Directors:

President	Jay Patel
Vice President	Brian Smith
Treasurer	Troy Yocum
Secretary	Shirley Brown
Director	Brandy Hunter
Quorum	Yes
Community Assoc. Manager:	Lea Minalga
ZOOM Facilitator	Payton Hunter
Homeowner	(1)

Call to Order:

Jay Patel President's Report & Updates

The Agenda and February 2, 2021 BOD Meeting Minutes read – **Approved.**

- A. Homeowner Hearings (2) were held on March 17, 2021 & March 27, 2021 regarding violation. Outcome: Board is fining \$300.00 a month with \$20.00 a day and all legal fees; until the matter is closed. Decision final. **Matter Resolved.**
- B. Covid-19 Update. Clubhouse open for Parties up to 50 people. Mask required to go into office and only as necessary. Pay Dues in the Mailbox by door. Safety first.
- C. Fifth Amendment (Owner Occupied/ Rental Restriction) on hold due to lack of people voting yea or nay. Votes so far are Yea – 46 Nay – 15. **Motion to Lay on the Table.**
- D. Three Bids for Association Insurance – Country Financial, Farmers, and Corkill Insurance Agency. Review. **Tabled.**
- E. Switching exterior insurance coverage from homeowners to association saves money. Board is looking into this matter to see the benefits to homeowners and association. Further meetings and discussions to follow.
- F. Awning on Deck on Alexandria. Her deck faces bike trail, she states since tree was removed her living room gets extremely hot. This is against the Declarations so the request - **Not Granted.**
- G. Emergency Information Form: Mandatory form for all residents must be filled out and returned to the mailbox at Clubhouse or emailed to ccha1490@sbcglobal.net. If people do not return Second Request by **May 31st, a \$130.00 fine** will be issued.
- H. Garbage Cans. Garbage to go out no earlier than Wednesday evening and put back no later than Friday evening. Bins will be removed, or fines imposed if not following the Rules.
- I. **No Window A/C units** allowed.
- J. Wind Chimes: Several residents are complaining about noisy wind chimes. Revisit matter and whether to ban them or not? Board stated that it best that neighbors resolve these matters by talking to their neighbors directly and not involving the Board or Management.

- K. Complaints: All complaints must be in writing and emailed at ccha1490@sbcglobal.net or mailed. No phone calls or anonymous messages will be accepted. The complainant must have “Who, What, When & Where” on it and agreeable to being used as a witness if needed (while confidentiality will be protected as best as is possible yet in the case of the matter going to court, then the complainant must be willing to become a witness. Pictures and Videos good evidence but **do not take pictures of minors!** Be discreet.
- L. Spring Site Visit done Sunday, April 18, 2021. Results were admirable, most units were well kempt and orderly.
- M. Work-Order requests, concerns and correspondence should be emailed to ccha1490@sbcglobal.net. The office is still partly closed to public for safety. Masks still required. Drop off Assessments in Mailbox. Thank you.

Troy Yocum

Financial Report:

- ❖ Balance Sheet & Profit & Loss Report – 03/31/2021
- ❖ Checking Account – \$114,416.05
- ❖ Reserves – \$114,710.49
- ❖ Receivables

Brian Smith

Grounds Manager Report

- ❖ TSI will be on premise Wednesday and Thursdays. Please put Garbage Bins on Asphalt.
- ❖ TSI and Board met May 6, 2021 at 6:30 pm to go over landscaping matters and recap Snow.
- ❖ If people want to do their own beds and not have landscaping contractor do so, then send an email to ccha1490@sbcglobal.net and we will put Flags up and tell TSI to omit them. Resident is fully responsible for all work in the beds like weeding and trimming.
- ❖ New young trees must be watered regularly. Two times a week, 10 minutes of slow running hose at trunk should be sufficient unless of course it rains enough.
- ❖ We have no access to water except by using resident’s spigots from time to time, for watering plants, seed, sod, or low pressure washing. If homeowners do not want us to utilize their spigots, please let us know so we will not do any work that requires water in that area.
- ❖ Skyline said there were several Pines that should be trimmed way back or removed.
- ❖ Mulch – Association not doing mulch again this year due to the Budget, but residents may put down their own mulch in beds if they want – either organic black or dark brown mulch is recommended.
- ❖ If dogs on tie-outs have ruined the grass, the resident is responsible for the expense to repair.
- ❖ Residents MAY NOT put yard waste debris out in piles for TSI to remove. They will not remove or dispose of without charging. Residents doing their own yard work must put waste in appropriate yard refuse bags and in the garbage. Do not leave on the curb for us to pick-up.

Brandy Hunter

Clubhouse/Pool/Asphalt/Concrete Report

1. Sealcoating – Rose Paving, 1or 2 Year Contract for 4 courts per year. Vote. Board unanimously approved a 2 Year Contract with Rose Paving.
2. Move numbers in parking lot to resolve snow piling up on grass during winter snow removal. Causes controversy. TSI may have no room to put snow anywhere else and it can fall into residents numbered spots, creating upset, and added expense to go back and shovel out. - **Approved** to move the numbered spaces down when sealcoating court and making a Visitor Spot by the Island where the snow tends to be piled up.

3. Hot Crack Fill pothole repair in the evening before sealcoating makes better product. – **Approved.**
4. West Suburban Concrete – Board, West Suburban, and another inspector selected the priority stoops and walkways that needed to be done, within the Budget. They are as follows: 1562 Salem, 1407 Potomac, 1351 Dunham, 1343 Dunham, 1280 Alexandria, 1228 Lencioni, 1222 Lencioni, 1213 Koster, 1356 Arlington, 1452 Joshel, 1458 Joshel, and 1468 Joshel. 12 jobs at \$25,675.00. Work schedules for **July 14, 15 & 16.**
5. If homeowner wants to replace concrete patio slab, West Suburban can do the work at the same time as the other jobs are being done in July. The cost is **\$1,800.00.**
6. All other units on the list for concrete will be added next year on a priority basis.
7. Pool Season opens at 10:00 am **Saturday, May 29th Memorial Day weekend.** Hours are 10-8pm on weekends and 12:00 to 8:00pm during the week. Abbreviated hours from 4-8pm when kids are still in school.
8. Pool Rules, Covid Procedures and Waivers were read. These were passed out to all residents the week of May 10, 2021.
9. No one may use the Pool or rent out Clubhouse if their account is delinquent.
10. Pool tags: If you do not have your pool tag, email and we will make sure to provide one tag per household. Lost tags are \$10.00 to replace. Keep the tags because they are good year to year.
11. Cleaning service willing to clean clubhouse once or twice a month for \$50.00 as needed. – **Approved.**

Shirley Brown

Roofs/Siding/Gutters/Railings/Garages Report

- ❖ 4 Buildings (18 Units) are getting Roof, Siding and Gutter replacements. All roofs and gutters are done, one building on Alexandria has siding up. Mid May the rest of the back-ordered siding should be in to finish the other 3 buildings.
- ❖ Materials like siding, shingles, shutters, plywood, and gutters keep going up in price. There will be another hike in costs June 15th, so we are ordering all materials and storing them on the parking lots.
- ❖ We highly recommend before or at the time of these major Roof/Siding projects that owners consider new windows, sliding doors, skylights, insulation, and deck repairs to be done (if necessary). Your home is an investment, and these expenditures will only enhance your property as we do our part to upgrade as well.
- ❖ Shutters: All 2020 Siding job shutters were hung on fronts and sides. Do we continue hanging shutters in the backs of the units or discontinue that practice? Shutters put holes in the new siding, attract wasp nests, are expensive in cost and labor, no other Associations including new ones put up shutters on backs (money). Reasons for Shutters on Backs: The look, the fact we have always done it that way, that there are shutters up in back already, etc. The current cost to put up on pair of Shutters is \$40.00/Pair and \$60.00 to hang so **\$100.00.** Discuss. **Tabled.**
- ❖ Front door painting and matching shutters of newly siding buildings is being done. All shutters are ordered.
- ❖ Trim using Azek, a PVC material; was put up around (5) Garage Doors as a trial to consider for all doors. NO maintenance or rot (like wood does). RWB did the work. \$425.00/Per Door. Would like to finish all of Arlington with this product at \$8000.00 to do so. **Not Passed.** Revisit next year to see if it can be put in Budget.
- ❖ 4 Units got new Garage Doors with Vault Release Locks. \$790.00/each.

- ❖ Low Pressure Washing. Two bids for just those sides of units that need it. Figure 100 sides/est. – **Not Passed.** Put in Budget for 2022.
- ❖ Meyer Metal company will custom make Railings for any new stoops being done. We are only required to put up one railing. If resident wants 2 Railings, they will need to purchase one. They run around \$1000.00 per side.

Homeowner Forum – Sustainable Gardening in CCHA Discussion – Kathi Landow. Kathi is willing to help people planting vegetables in their back and side yards and will offer tips and suggestions for natural gardening. Contact office at ccha1490@sbcglobal.net to ask to get in contact with Kathi.

Send concerns, work orders and comments to ccha1490@sbcglobal.net We want all correspondence to be in writing please. Thank you.

Adjourn Meeting.

Next CCHA Board Meeting: August 3, 2021 at 7:00 PM at the Clubhouse