

**CCHA Regular Board of Directors Meeting  
Order of Business 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
Community Assoc. Manager:	Lea Minalga
ZOOM Facilitator	Payton Hunter

**Call to Order:**

**Jay Patel      President's Report & Updates**

The Agenda and February 2, 2021 BOD Meeting Minutes to be read and 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.
- 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    Nays – 15. Motion to Lay on the Table.
- D. Three Bids for Association Insurance – Country Financial, Farmers, and Corkill Insurance Agency. Review. Vote.
- E. Switching exterior insurance coverage from homeowners to association saves money.
- F. Awning on Deck on Alexandria. Her deck faces bike trail, she states since tree was removed her living room gets extremely hot. Discuss.
- 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](mailto: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. Residents are complaining.
- I. No Window A/C units allowed.
- J. Wind Chimes: Recently several residents have complained about the noise keeping them awake on windy nights. Revisit matter and whether to ban them or not?
- K. Complaints: All complaints must be in writing and emailed at [ccha1490@sbcglobal.net](mailto: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 honored, and name will not be revealed unless necessary for court). Pictures are good evidence but do not take pictures of kids. 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](mailto: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 mowing on Thursdays. Please put Garbage Bins on Asphalt.
- ❖ TSI and Board meeting May 6, 2021 at 6:30 pm to go over landscaping 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](mailto: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.

**Brandy Hunter**

**Clubhouse/Pool/Asphalt/Concrete Report**

1. Sealcoating – Rose Paving, 1 or 2 Year Contract for 4 courts per year. Vote.
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. Discuss.
3. Hot Crack Fill pothole repair in the evening before sealcoating makes better product. Vote.
4. West Suburban Concrete – Board, West Suburban, and another inspector selected the priority stoops and walkways that needed to be done, within the Budget.
5. Pool Season opens at 10:00 am Saturday, May 29<sup>th</sup> 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.
6. Pool Rules, Covid Procedures and Waiver.
7. No one may use the Pool or rent out Clubhouse if their account is delinquent.
8. 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.
9. Cleaning service willing to clean clubhouse once or twice a month for \$50.00 as needed. Vote.

## **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 15<sup>th</sup> 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. Vote.
- ❖ 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. Vote.
- ❖ 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.
- ❖ 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.

## **Homeowner Forum – Sustainable Gardening in CCHA Discussion – Kathi Landow**

Only if time allows. Send concerns, work orders and comments to [ccha1490@sbcglobal.net](mailto:ccha1490@sbcglobal.net)

***Adjourn Meeting.***

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