

# CHERRY HILL VILLAGE HOMEOWNERS ASSOCIATION

## Board of Directors Meeting Minutes

Monday, October 19, 2020; 6:00 p.m.

### Virtual Meeting

1. **Call to Order, Roll Call**

President Babut called the meeting to order at 6:01 p.m.

Present were Directors Ms. Barb Babut, Mr. Leland Ropp and Mr. Mike Sielaff. Absent were Directors Ms. Karen Davis and Mr. Kirk Mauck. Present for management: Jeff McDuff, Site Manager, and Dan Herriman, President, Herriman & Associates, Inc., Management Agent. Also present: Ms. Bridgette Cramton and Mr. Praveen Cherian.

Director Ropp moved to appoint Mr. Praveen Cherian, Ms. Bridgette Cramton and Mr. Jack Ventimiglia to the Board of Directors. The motion was unanimously approved.

2. **Approval of Agenda**

Director Babut moved and Director Ropp seconded to approve the agenda. Unanimously approved.

3. **Co-owner Comments**

No non-director co-owners participated in the meeting.

4. **Approval of Minutes of Preceding Meeting** (September 21, 2020)

Director Babut moved and Director Ropp seconded to approve the minutes of the September 21, 2020 board meeting as published. Unanimously approved.

5. **CHV I and CHV II - Review of Preceding Month Financial Report**

Treasurer Ropp presented a summary of operating results and financial position for both CHV I and CHV II as of September 30, 2020. He called out accounts that are over budget. He noted that owner delinquency continues to trend downward.

Director Sielaff moved and Director Babut seconded to accept the September 2020 financial reports. Unanimously approved.

6. **CHV I and CHV II - Committee Reports**

President Babut reported on recent ARDC requests and approvals. She said there were five requests and five approvals.

7. **CHV I and CHV II - Management Report**

Site Manager Jeff McDuff reported on the status of current contract issues. He highlighted recent reports to the board. Dan Herriman summarized other current matters.

8. **CHV I and CHV II - Unfinished Business (5 minutes, to 6:55 p.m.)**

8.1 River Hill Ridge – Roadway Easement Payment Obligations to CHV (update)

No change from preceding month. The Association's legal counsel is awaiting word from Pulte's law firm regarding revised easement agreement language. Negotiations have resulted in what would seem to be an agreement acceptable to both parties.

8.2 Future Use of Two Vacant Lots Owned by CHV II (tabled)

9. **CHV I and CHV II - New Business (40 minutes, to 7:35 p.m.)**

9.1 CHV I and CHV II Contract Issues (Mr. McDuff presented)

9.2 Review Draft 2 of 2021 Operating and Reserve Budgets

Mr. Herriman presented the revised draft budgets for both CHV I and CHV II.

For CHV I, the following changes are to be made:

1. Reduce Asphalt Resurfacing to \$40,000, from \$80,000,
2. Increase Asphalt Repairs and Crackfill by \$40,000,
3. Delete Gazebo expense,
4. Move comprehensive mulching to 2022.

Monthly assessments shall increase from \$65 per month to \$70 per month.

It was moved by Director Ropp and seconded by Director Babut to approve the proposed budget with the aforesated revisions. Unanimously approved.

For CHV II, the following changes are to be made:

1. Those shared expenses that were revised on the CHV I budget,
2. Confirm all shared expenses are properly apportioned.

It was moved by Director Ropp and seconded by Director Babut to approved the proposed budget with the aforesated conditions. Unanimously approved.

9.3 Possible Encroachment Upon Lot 102

The Association engaged the services of a surveying firm to survey the area of the driveway that is shared by CHV I lot 102 and CHV II lot 101. The survey revealed encroachment by CHV II owners, for vehicular ingress and egress, upon CHV I lot 102. Director Ropp moved and Director Babut seconded that CHV shall notify the owner of CHV I lot 102 to submit in writing any request of CHV relative to this matter. Unanimously approved.

10. **Directors' Remarks**

There was a discussion about traffic signage. Director Ropp moved and Director Cramton seconded to direct management to a traffic signage engineering proposal for all of CHV. The RFP should state we want an evaluation of current conditions and recommendations for improvements. Unanimously approved.

11. **Next Meeting**

The next Board meeting shall be Monday, November 16, 2020 (third Monday) at 6:00 p.m. via Zoom.

12. **Adjournment**

There being no further business, the meeting was adjourned, following the Executive Session, at 8:10 p.m.

There were no action items in Executive Session. Accordingly, there are no minutes for the Executive Session.