

2023 Annual Board Meeting of the Chandler Woods Homeowners Association

Wednesday, May 3, 2023 (via Zoom)

Call to Order, Introduction, and Welcome

- The meeting was called to order at 6:36pm by Paul Stallman of Pindell-Wilson and a quorum (at least 10% of members present per the association by-laws) was established with 13 members in attendance. This included all board members present: Josmell Perez, President, Melvin Green III, Treasurer, and Nathaniel Goetz, Secretary.
- Mr. Stallman introduced the agenda (see attached) with no questions or comments from members present.

Townhome Introductions and Information

- Felicia Stroud and Ivelisse Mercado of Community Home Trust provided an overview of the background of Community Home Trust, who it serves, its relationship to Chandler Woods Homeowners Association, how it acquires homes, and the education and preparation it provides prospective homeowners. There were no questions from the membership.

Financials

- Mr. Stallman gave an update on the financial state of the community, presenting the March 2023 Income Statement, 2023 Budget, and the March 2023 Balance Sheet. Mr. Stallman noted that the 2023 Budget was previously approved by consensus at the November 9, 2022 Annual Board Meeting. There were no questions from the membership.
- Mr. Stallman recommended that the membership consider establishing a reserve account for the stormwater ponds maintenance to keep them compliant and avoid penalties from the Town of Chapel Hill. Mr. Stallman also recommended that the membership also establish a reserve account for tree maintenance to avoid expensive removal in the future. Both items could be included in next year's budget and the board will consider these items. There were no questions from the membership.

Future Projects / Possible Special Assessment

- To begin the prioritization of community improvement projects and to solicit membership feedback, the board briefly presented two potential ideas which they feel deserve attention: fencing around the retention pond located in the neighborhood's second phase and a concrete walkway connecting the sidewalk near the community garden to the sidewalk that runs along Homestead Road. The fencing project would address existing safety concerns while the walkway would allow better access which is presently hindered by rocks. The board asked for feedback and additional ideas of projects to help improve the community. An additional idea put forth for consideration by one of the members is the creation of additional parking spaces that could be located on or near the oval in the neighborhood's second phase. While there was general agreement amongst the membership that these projects are important, there were questions around how the community would work to prioritize them, much each would cost and whether a one-time special assessment would be utilized to cover those costs. The board, assisted by Paul Stallman will begin researching costs and seek out potential bids for consideration. It was noted by Mr. Stallman that one of the logistical challenges in moving projects such as these forward are to ensure compliance with neighborhood covenants which require a significant number of individual homeowner approval to do so.

ARC Request Process

- Mr. Stallman provided an overview of the ARC request process and form which can be found on the website www.pindell-wilson.com. There were no questions from the membership.

Leasing

- With several homes in the neighborhood that are now under long-term (12 month) leases, Mr. Stallman reminded those homeowners (and others who may be considering leasing their homes) to make tenants aware of all community rules and regulations. All leases must be long-term as the Town of Chapel Hill does not allow short-term leases for a period of 30 days or fewer. There were no questions from the membership.

Community Garden

- Mr. Stallman and the board put out a call for volunteers. Currently, the garden has one volunteer who handles all logistics including keeping track of occupied plots, the purchase of gardening supplies, and the management of the waiting list. There were no questions from the membership.

Parking

- Mr. Stallman reminded the membership that there is no on-street parking nor parking in the townhome spaces allowed. The board met with the Town of Chapel Hill concerning parking and due to the width of the street, on-street parking is forbidden as it creates a fire hazard (fire trucks access is severely impeded.) There is nothing that can be done about this as the roads within the neighborhood are public streets. There were no questions from the membership.

Yard of the Month

- Mr. Stallman reminded the membership of the yard of the month incentive program which will begin in May 2023. The purpose of the program is to help ensure that neighbors are keeping up their lawn and property maintenance. The board will award a \$50 Amazon gift card each month to the home that the board feels best exemplifies this. There were no questions from the membership.

Dogs

- Mr. Stallman reminded the membership that all dogs must be always kept on a leash, to please pick up after your dog, and that dogs are not allowed in the playground area, community garden, or stormwater areas. If you see a neighbor with a dog that is not adhering to these rules, please politely remind them or contact Mr. Stallman or a board member so this can be addressed. There were no questions from the membership.

Trash / Recycling Bins

- Mr. Stallman reminded the membership that enforcement of acceptable screening of trash and recycle bins according to the Covenants went into effect May 1, 2023. There were no questions from the membership.

Election of One (1) Board Member

- With the one-year term of board member Nathaniel H. Goetz concluding, Mr. Stallman requested new nominations. With no new nominations, Mr. Goetz volunteered to serve for a second one-year term and was unanimously elected by the membership. Mr. Goetz's term will expire at the end of the 2024 annual meeting.

Q & A

- Mr. Stallman opened the meeting for questions and answers. Four questions/concerns were discussed: (1) How many homeowners does it take to amend the existing Covenants? 2/3 of homeowners in the neighborhood are needed to change Covenants. (2) Would it be possible to turn the oval (in phase two) into a parking lot? Having met with officials from the Town of Chapel Hill Fire Department, Parking, and Planning, to have any on-street parking around the oval, the width of the street itself would need to be widened to stay within Town code. (3) Can we form a neighborhood safety watch due to recent car break-ins? Volunteers would be needed, and the Town of Chapel Hill Police Department would be happy to send

an officer to the neighborhood to help establish this. (4) Can speed bumps be added to the neighborhood streets? Any change to the streets would have to be taken up with the Town as they are public.

Adjournment

- The meeting was adjourned at 7:45pm.

Respectfully submitted by: Nathaniel H. Goetz, Secretary, Chandler Woods Homeowners Association