

Chelsea Place Townhome Owners Association - CPTOA Board Meeting Minutes

www.chelseacircletownhomes.com

Date: January 13, 2025 Time: 6:00pm

Location: 0N680

Board Members in Attendance: Lisa N, President | Mark J, Member at Large | Lena Z, Secretary

➤ **Call to Order – 6:07pm**

➤ **Owner's Forum & Committee Reports**

Neighborhood concerns:

- During the Dec. 4th meeting several owners raised the issue of people not picking up after their dogs. Received another email with this concern.
- John F. attended and echoed growing concerns about the aforementioned dog situation. He also requested additional details about the Dec. 4th budget approval, which was addressed by the Board President.
- Roof leak request, 0N698 update: Davis Roofing & Construction inspected damage and suggested solutions.

➤ **Approval of Minutes - December 4, 2024 – Approved**

➤ **President's Report**

- All hard copies of Maintenance Matrix, 12.2024, distributed to owners.
- Outlined roles and responsibilities for new board members (Secretary and Member at Large positions).

➤ **Treasurers Report**

- General Reserve: \$259,763.10
- Special Assessment: \$15,290.40
- Barrington Bank: \$64,631.18
- Further details about finances were provided by the Treasurer and reviewed by the board.

➤ **Old Business:**

- Contracts were approved for Davis Roofing & Construction to complete roofing for three buildings and gutters for one building in 2025.
 1. Building 1 (4 units) for \$41,950.
 2. Building 5 (4 units) for \$42,680.
 3. Building 8 (3 units) for \$32,026
 4. Building 8 Gutters for \$6,380.

Total \$123,036

- Contract pending with Spectrum Improvements to paint Bldg. 9

➤ **New Business**

- Nuisance dog waste along Chelsea Circle:
 - Board considered multiple solutions, including a letter to all owners, signage, and posting of the Village of Winfield 5-3-6 Dog Ordinance on website and/or on grounds.
- Board reviewed snow service details (Elevations):
 - Application of salt to be done by residents as a cost saving measure.
 - Pet friendly salt encouraged.
- Board discussed encouraging the use of coach lights by residents after dusk for heightened safety.
 - Suggested bulb for aesthetic uniformity: Soft white, 60-75 watt (800-1100 lumens)
 - No high-intensity lighting for the comfort of all neighbors.

- Board reviewed and recommended changes for the 2025 Chicago Hardscape Landscape Contract, received for \$18,850 (more features than Elevation at \$18,095, 2024).
- **Owner Requests for Approval – none**
- **Other**
- **Next Possible Meeting Dates for 2025:**
 - February 10, 6:00pm - ON680
 - No March meeting
 - April 14, TBD
- **Meeting Adjourned – 8:12pm**

Respectfully Submitted,

Lisa N.
President

Lena Z.
Board Secretary