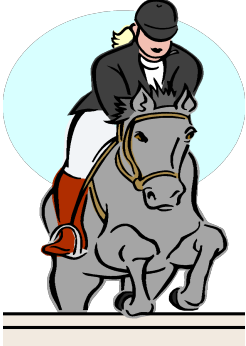


# STEEPLECHASE HOMEOWNERS ASSOCIATION

## MEETING AGENDA



WEBSITE: [steeplechasehomes.com](http://steeplechasehomes.com)

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<https://m.facebook.com/groups/943076182557368>

Location: Steeplechase Clubhouse

Date: March 5, 2024, Tuesday

Time: 6:00 PM

### Call to Order

Welcome to HOA members and guests / Sign-in sheet

HOA President Lindsey declared the meeting open at 6:01pm

### Meeting Minutes

Minutes from the last HOA Board meeting approved

### Topics for Tonight's Meeting

#### 1 Clubhouse including Picnic Pavilion

HOA President reported results of conversation with builder. The pavilion is on track and should certainly be completed by May 11 Pool Opening. The cost of concrete for the sidewalk extending from the parking lot to the pavilion may be more than previous estimate as it is purchased at current price when poured. Otherwise, the contractor reports that All is good to go

#### 2 Grounds contract

HOA President has signed the contract for QCL to continue in the role of landscape maintenance and is already working to keep assigned areas under their care.

#### 3 Property Erosion along Southwest and Southern fence rows of the Steeplechase neighborhood.

HOA Member at Large and lead of the Property Exploration Committee (having been assigned the task of determining and implementing corrective action), provided the following comments:

The PEC had previously proposed to the HOA that it should assume responsibility of general upkeep of the fence rows to stop erosion and control overgrowth. This was voted and accepted in CY2023. The committee gathered two vendor quotes for repair work and both were determined to be beyond anticipated available funds for the new calendar year. An amount of \$5000 was added to the planned budget for 2024 for initial work on repairs with emphasis on the section along the SW fence row with the worst erosion (approx 7 to 8 mailboxes). Since then, committee lead Don Tingle has been working to understand the erosion problem, he has begun a multi-phase process defined below.

The process to date has been to determine the most probable cause of the erosion, found to be rain water runoff from the paved alley, which tilts toward the fence row. Next, after some research, he began building "Rock Check Dams" - rock barriers behind each mailbox which can slow the speed of water runoff and trap much of the sediment in the flow. After several significant rain storms, this process proved to be effective at slowing the runoff behind the mailboxes.

Next step was to determine a cost effective method to disrupt the runoff from the road into that same fence row area. (Subsequent to this meeting, the landscape contractor provided a quote for work to add Rip Raff along the edge of the pavement and soil between the rocks and the fence. This quote being approx \$3700 and within budget and so has been accepted and implemented). This cost leaves enough money in the \$5000 allocation to obtain ground cover, mulch or plantings for the dirt along the fence. The contractor urged that we wait till fall, as there is no source of water to irrigate the fence row through the intense summer heat.

Phase 2 of the erosion control process will continue the Rip Raff and fill from the Phase 1 area down to the corner drain. (After the HOA board has completed assessment of this year's budget, a request will be submitted to execute this phase in the Fall of this year or early Spring of 2025. Phase 3 (and 4) will proceed along the South alley and fence row in 2025 and beyond as funds are available.

#### 4 treasurers report

The HOA Treasurer reported that we have \$174K in account. He also reported on those Units which have not yet paid annual dues - listed by numbers

There followed some discussion about mail delays and issues with those who may have paid on-line. These will be further explored before the next meeting.

## 5 Prop Manager's Report

Cleaning service for the clubhouse will be scheduled for the period in which the pool is open: May - Oct, with emphasis on routine cleaning of the restrooms which are accessible to pool users.

The following items have been budgets and the manager has received permission to schedule for Club house maintenance including new stairs and ladder for the pool and corrective action and painting of roof trim on the clubhouse.

## 6 Architecture Evaluation Committee

The AEC committed chairwoman, Elaine Katsaros, reported there had been only one request submitted during this reporting period and was approved for Repair on vinyl siding of one unit.

## 7 CEC - community enrichment committee

This committee exists to provide a method for community residents to propose ideas for enhancement in the community that may require HOA Board approved budgetary expenditures or coordination and approval for implementation.

HOA Board Member at Large volunteered to serve as POC (Point of contact) for suggestions made.

He has provide a draft document to the board and will submit an update at the next meeting for review, consideration and vote to approve or modify that will establish a method for any homeowner to propose activities or improvements for the neighborhood and to maintain a permanent record of all such submissions and resulting votes by the board to either accept and implement the proposal, ask submitter(s) to obtain and provide additional data, delay vote until the next budgetary cycle or vote against the submittal. All such submitted forms will be maintained by the HOA Secretary and be available for review at any future time.

## NEW Business

### 1 Neighborhood Inspections

HOA Member at Large, Don Tingle, is serving as focus for accomplishing the function of the semi-annual neighborhood inspections. He reports that the matrix of inspection items was included in the Newsletter sent to all residences in the community and posted to the neighborhood's FaceBook page. March was declared as Spring Clean Month with encouragement to complete routine maintenance or initiate any major repairs. It was further announced that the inspections would occur anytime on or after April 10 and that any "Courtesy Notices" would be mailed on or after May 1, 2024.

## 2 Laptop

The board reviewed a defined need for a HOA owned computer to provide for all related paperwork, financial and record keeping. At this meeting, the proposed to acquire this computer was discussed and brought up for a vote, passing the board approval for up to \$1000 being allocated for the computer and printer to be used by both the HOA treasurer and Secretary.

## 3 HOA Tax Preparation

The new HOA treasurer, Richard will get with former treasurer, Stephan to pursue tax preparation and submittal. VP Sandra will assist as needed. This issue will be reported on at the next HOA meeting in April.

## 4 Tennis Court

HOA Member at Large presented an initial estimate for conducting needed maintenance on the tennis court which will include adding markings for a Pickle Ball court within the Tennis Court boundaries. The first step will be to provide cleaning and pressure washing of the tennis court. This issue will be discussed at the next meeting.

## 5 Maintenance issue at Unit 6717

HOA VP Sandra provided a brief update on her interface to the HOA lawyer. It is recommended that other members of the board stay out of this process, though VP asked for board supported to proceed with legal action intended to remove the homeowner through foreclosure based on past due annual dues and Board imposed fines. One member of the board objected to continuing with this action without proceeding to seek an amicable resolution with the homeowner. The homeowner has stated that he has tried many times, with phone data to substantiate it, to contact the lawyer to resolve this issue but has not received any return from the Board's lawyer.

## 5 Dog Park

HOA VP Sandra moved to delay dog park, landscape, swing set, furniture for picnic shelter, playground equipment delay for 1 yr.

After much discussion, resident Larry Taormina asked that the board investigate further and discuss with HOA lawyer concerning liability and insurance on Dog park. Additionally, safety and potential for spreading infections among visiting dogs was discussed as a concern.

HOA Member at Large asked that the proposed delay be limited to the Dog Park and associated expenses only, noting that some of the items in VPs proposal are likely to be needed once the Picnic Pavilion is finished. VP agreed and With this modification, the proposal passed with all board members agreeing.

## 6 Vacant Position - candidates to speak

HOA President had received two names to fill the one HOA Board position vacated with past Secretary stepped down at the annual HOA meeting in January. This Board Position runs through January 2025, but occupants may run for re-election once their term in office has expired. She requested each to address the board and those homeowners present to state why they would like to join the board.

Note that the HOA Board is responsible for filling a vacant position when a board member has stepped down before the end of that position's term in office. While serving on the Board, each year, the board members decide among themselves which office each board member will fill. As current open position corresponds with officer position of "Secretary", the newly appointed board member will fill that role until January 2025.

The two submitted names were:

Larry Taormina, who provided a summary of his CV and attributes for HOA position, including having served on the board for many years in the past.

Stephan Johnston, who recently lost reelection to the board, having served as HOA treasurer for a decade, subsequently submitted his name to fill the newly vacant position.

The HOA Board will be decided by private vote at a future date. (This was resolved the week following this meeting with selection of Larry Taormina as the new board member)

## 7 Schedule for future HOA Meetings

The next HOA board meeting will be at 5:30pm on April 16th at the Clubhouse.

## 8 Adjournment

The HOA President adjourned the meeting at 7:00pm.

- Future meeting schedule CLUBHOUSE @ 5:30 PM
  - April 16<sup>th</sup>
  - May 14<sup>th</sup>
  - June 11<sup>th</sup>
  - July 9<sup>th</sup> – Lindsey not available
  - August 13<sup>th</sup>
  - September 10<sup>th</sup>

These notes were prepared and submitted by HOA Board Member at Large, Don Tingle, who had volunteered to serve as acting Secretary pending selection of the new Board member.

**Board Meeting Motion, March 5, 2024**

**By Sandra Lyons**

**I move that the proposed construction of the Dog Park and Playground and additional landscaping be delayed for one year. The purchase of commercial-grade grills, picnic tables, benches, and swing set should also be delayed **\*except for items necessary to complete the Pavilion portion of the construction.****

**These items are estimated under “Pavilion / Playground / Dog Park Spend Plan”, Additional Estimates (2024), from the Steeplechase HOA 2024 Annual Meeting Proposed Budget and total \$19,850.**

**\*Amended as suggested during discussion**