

CHELSEA WOODS HOMEOWNER'S ASSOCIATION  
DRAFT MINUTES OF ANNUAL MEETING  
February 18, 2021  
Virtual Meeting via Microsoft Teams

**CURRENT OFFICERS:**

PRESIDENT	ERIK ANDERSON
VICE-PRESIDENT	MICHAEL BLAKE
SECRETARY	LARRY STOFF
TREASURER	NORBERT YOUNG

**BOARD MEMBERS:**

RICH BLOODWORTH  
PAUL HENNIGAN  
JONATHAN WILKES

**CALL TO ORDER AND INTRODUCTIONS**

All the board members were present except Norbert Young who had a conflict.

Erik asked for a motion to call the meeting to order at 7:05 p.m.

Larry so moved and Johnathan seconded the motion. All present voted affirmatively to call the meeting to order. Erik noted that in addition to the attendees present, we had plenty of sufficient proxies for a quorum. The board received 11 paper (mailed) proxies for this meeting and 25 electronically.

**REVIEW OF MINUTES FROM LAST ANNUAL MEETING – FEBRUARY 20, 2020.**

Erik posted the minutes on the screen for several minutes and then asked for a motion and vote to approve. By voice vote, the minutes were approved unanimously by those in attendance.

**PRESIDENT'S REPORT:**

Erik then gave the President's report as follows:

- CWHOA had no major capital expenditures this past year, which was a welcome break from recent past years.
- We have maintained the plants, shrubs and sprinklers at each entrance on Seneca.
- Complete replacement of the mulch
- This past year, the CWHOA placed a focus on communications of our community's deed restrictions. The emphasis has been on educating the community on these restrictions and enforcement by means of explanation and effective communication. This approach has been generally well received. Michael Blake has rejoined the board and will be taking on ARB and Deed Restriction responsibilities moving forward.
- We held our annual Halloween Parade on Seneca Blvd. which was well attended. It was a challenge due to COVID but everyone participated safely. Thanks to Vicki and Mike Ferrin for once again hosting the parade party.
- Dave Beveridge continues to maintain our CWHOA website.

- John Holmes maintains the landscaping at both entrances into Chelsea Woods, and his contract is 2 years into its 3 year term.
- We cover the monthly costs of water and electricity at each entrance, including entrance lighting and the operation of the fountain at Vista Willa.
- The Board has continued to increase communication through emails and Facebook.

### **TREASURER'S REPORT:**

Erik then reviewed the Treasurer's Report as follows:

As of 12/31/2020, with 176 paid members in 2020, our association had a balance of \$21,274.72 in our checking account. Erik showed the group the general ledger with all transactions for the year.

Erik noted that he uses Zelle Transfer to make payments. The process is transparent and has built-in checks on correctness.

Erik then reviewed the Profit & Loss Statement for the 2020 calendar year.

Erik then reviewed the 2021 budget, explaining each line item in the budget. Erik pointed out the need for electrical upgrades at the south entrance monument due to significant infrastructure failure over the years of service.

The documents discussed above are attached to these minutes.

CWFOA dues will remain the same in 2021 as in 2020, at \$75 per household.

Larry moved to approve the 2021 budget, Paul seconded. Erik called the question. A voice vote approved the 2021 budget unanimously.

### **ARCHITECTURAL, DEED RESTRICTIONS, AND CAPITAL IMPROVEMENTS REPORT:**

Michael Blake gave an overview of the deed restrictions and noted that the Architectural review focuses on complying with the deed restrictions as they are written. He noted that the purpose of the deed restrictions is to maintain the aesthetic quality of the neighborhood.

Michael noted that we defer to the City on code issues while the CWFOA seeks to enforce deed restrictions.

- The most common requests this year was for fence upgrades, solar panels, and sheds. We received a request for two front facing garages which were denied based on the deed restrictions.

- We have worked to educate our residents on various deed restriction requirements. To this end, we have continued to provide communications regarding deed restriction requirements in our website and Facebook page. Areas of focus have included sheds, RV's, carports, fences, and more.
- The Board has reached out to several residents with Deed Restriction issues and has generally been met with understanding, although there are a few neighbors that have resisted our approaches, and with whom we continue to work on.
- Our biggest issues with general upkeep come from the rental properties and two properties in a state of abandonment.
- Issues that are code enforcement issues are referred to the city.
- On-Street Parking continues to be an issue and open discussion item, with no clear resolution in sight.

Kurt Miericke offered to speak about on-street parking. He noted that he and THOA tried to get exceptions to on-street parking for certain roads in Tuskawilla but this effort has not been successful thus far. He wishes to continue this effort. Michael asked if excluding Seneca Boulevard would be desirable and Kurt said yes. Michael continued that if Seneca were reclassified as a collector road and not a local road, we could then push to have on-street parking eliminated on Seneca Boulevard. Michael is reaching out to the City currently to get feedback on the feasibility. Erik noted that we could have a community poll using Google Forms to assess the community's preference.

Michael asked if anyone at the meeting would be opposed to the reclassification of Seneca as a collector road and no one stated opposition. Erik noted that anyone who wants to reach out to object privately can contact Michael Blake directly.

## **OTHER ITEMS**

The Board has continued to provide for electronic dues payments. We have continued to offer PayPal because many people are comfortable with it, but we have also implemented Zelle for which transactions are at no cost to the CWHO A.

New this year is the use of Google Forms to provide updated contact information and to provide proxies for the Annual Meeting. This information is stored within the CWHO A Google account. The HOA has continued to move all electronic documents with only a few items not being handled digitally. This allows for improved collection and recall of documents.

Last year we started the process of looking into upgrades to the electrical system for the south monument due to the existing, failing infrastructure. This project was put on hold due to COVID and budget concerns, but is proceeding this fiscal year. Paul Hennigan has taken on coordination of this work, and has already made several improvements

himself, saving the CWHOA considerable money. Paul has already replaced several failing junction boxes and has installed new floodlights. We will also put a new light on the flag at the North entrance monument. Paul noted that we will also use an electrician to troubleshoot a voltage drop at the South entrance monument as well as other electrical improvements that are more complicated.

Additional thanks goes to Paul Hennigan for keeping our entrance monuments clean by regularly pressure washing them at no cost to the CWHOA.

The website needs a refurbishment. This could include removing/replacing documents and a possible overhaul. We are looking for anyone who would like to assist with this preferably at a reduced cost or no cost.

Michael Blake recently rejoined the board in the position of Vice President

Kurt Miericke & JB Fuentes have requested to be board members to fill the two open positions. They will introduce themselves and be voted upon at this meeting.

Alfredo Bermudez resigned his board position effective January 31, 2021.

The American flags at each entrance have been replaced as necessary.

The Board uses Zelle for purchases and expenses paid for by the Board. All Zelle reimbursements are accompanied by an email with the receipt for the purchase to the Treasurer to ensure complete transparency.

Erik noted that estoppel requests carry a \$75 fee to the CWHOA.

## **SAFETY AND SECURITY**

Residents are reminded to watch their speed through the neighborhood, as we have had several "near misses". We have asked WSPD to increase speed patrols of the area.

The Board reminded residents that soliciting is prohibited in Chelsea Woods. Solicitors can be reported to the WSPD using their non-emergency phone number.

Erik noted that there are specific rules for on-street parking. There is no parking on curves or in intersections. The police will enforce these restrictions. Erik also asked that for events at one's home, ask the attendees not to park cars on both sides of the street as this can restrict access by emergency vehicles.

## **NEW BUSINESS FROM THE MEMBERS**

Kurt said in talking with David Smith, 417 will get widened in the future. Kurt said on the Oviedo side they are planning a sound barrier, but not on our side, so we may want to

push this in the future. Paul said resident Josh Peterson may have some information on this. Michael noted that the 417 expansion design is anticipated for 2022, design/build construction in FY 2025, so now is the right time to start the comment process.

**New Board Members:**

Erik introduced Kurt Miericke and JB Fuentes as nominees for the open board positions.

Kurt noted that he has lived here in Chelsea Woods since 1997. He noted that he has been on the THOA since 2007 and is currently Vice President. Kurt was a pastor and church administrator until retirement.

JB said he moved into Chelsea Woods in 2018 and is very proud to live here. He lives on Seneca and has two small children. He is very grateful for living in this area and is a Remax real estate agent.

Erik asked for motions and seconds and called the question for each candidate. Both nominees were approved by unanimous voice vote.

**APPROVED BOARD OF DIRECTORS FOR 2021**

PRESIDENT	ERIK ANDERSON
VICE PRESIDENT	MICHAEL BLAKE
SECRETARY	LARRY STOFF
TREASURER	NORBERT YOUNG
MEMBERS:	RICH BLOODWORTH
	PAUL HENNIGAN
	JONATHAN WILKES
	KURT MIERICKE
	JB FUENTES

Erik asked for a ratification vote on the full board noted above to continue in 2021. Johnathan motioned and Paul seconded the motion. Erik called the question and the board members were approved unanimously by voice vote.

**ADJOURNMENT**

Paul moved to adjourn, Larry seconded, and Erik adjourned the meeting at 8:08 p.m.

**ATTACHMENTS:**

1. Balance Sheet as of December 31, 2020
2. Profit and Loss Statement for 2020
3. Financial Report and Budget (2020 and 2021)
4. Minutes of 2020 Annual Meeting (February 20, 2020)